



ICSMSU 4th General Meeting 2024-25

03/11/24: 17:00 – 18:30

MS Teams

PRESENT	Sarah, Lilia, Sean, Chloe, Shivani, Aden, Priya, Yoli, Senara, Jemmy, Anant
APOLOGIES	Yousuf, Kete, Bhavana, Angie, Arjun, Sadhana, Hamzah, Yasmin, Alwin, Brian

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Agenda

1. ICSMSU Office – Rules on Equipment & Cataloguing Day
2. ICU Democracy Review
3. Reynolds Townhall

Discussion Points

ACTION POINTS OF LAST MEETING	
	Action Point – Complete / In Progress / Not Complete
ACTION POINT 1	Brainstorm Phoenix Ball before discussions can continue.
ACTION POINT 2	BMB Freshers focus group
ACTION POINT 3	Make amendments to handover documents
ACTION POINT 4	Set date for offerholders day. Add slides for Freshers'.

ACTION POINT 5	Research history of BMB for welcome talks of offer holders – discuss with course founders
ACTION POINT 6	Set date for FF debrief
ACTION POINT 7	RSVP mingle
MATTERS ARISING	
ICSMSU OFFICE – RULES ON EQUIPMENT & CATALOGUING DAY	<ul style="list-style-type: none"> - SU office is quite cluttered at the moment - Lilia to arrange catalogue days with each stream - Before any equipment is ordered/stored, ensure that Lilia and/or Aden are aware - helps us in planning additional storage
ICU DEMOCRACY REVIEW	<ul style="list-style-type: none"> - https://imperial.eu.qualtrics.com/jfe/form/SV_byzm7Pwl5C67NLE - ICU are reviewing all democratic process (eg. Elections) - SU to give feedback via the form - Any points for improvement for ICSM elections? - Lilia: Outcomes from other CUs: removal of positions, union dissolution - Sean: Not enough education to encourage the student body's understanding of how the union runs; responses to the form may not be fully educated - therefore not reflective of the democratic pathways in ICU; unwise to remove roles; elections often equal popularity contest; AGM and hustings are a better way to run elections, but not fool proof - Aden: Agrees that elections are generally a popularity contest; voters can speed though evoting and vote for names they recognise; some societies decide the roles internally before official voting, committee endorse certain candidates and neglect other candidates - Chloe: do hustings as a compulsory event – need to attend to run; everyone needs to hear hustings, so individuals better understand the roles; shorter voting period to reduce spam and begging for votes - Jemmy: a lot of rules are set but not enforced; ICU did not respond to emails in time for elected committee to be added on the system to run club events - Lilia: timeline - recommendation by December; should be some parameters for certain roles e.g. Only existing committee can run for president positions; need previous experience; however, can be argued that we are removing opportunities from students - Jemmy: can be seen as popularity contest - Chloe: agrees that certain roles should have criteria to run - Lilia: standardised handovers? Should dep pres be internally voted by SU, not by the student body as it is a more pastoral role - Yoli: two step voting; could be argued that all SU roles should be internally voted; need to verify SU and who will do it? - Lilia: other SUs conducts their elections differently; split voting and split appointed, ranking system to allocate roles (eg. 1 – pres, 2 – dep pres etc)

	<ul style="list-style-type: none"> - Aden: ranking system is not logical, people run for specific roles – should not shove people into roles based on number of votes - Lilia: is SU accessible - Yoli: as accessible as it can be but generally people only run for roles if they have the right skills - Sean: how do we define accessibility - Aden: previous SU more likely to be elected than newcomers; SU can be deemed as a ‘cult’ felt that SSO was a role that anyone could run for due to skills and experience - Jemmy: from someone new to SU, SU can shape the team before elections, makes it difficult for people to run - Sarah: do students feel empowered to run? Not uncommon to feel that you can only run if you know the current SU or are already on SU, need to put more effort into ensuring the students feel empowered regardless of their connections - Aden: make the process more transparent, maybe share how current SU has progressed or what experience they have that made them the best fit for the role - Sean: people who want to be on SU are the people already engaging with the community; people will be known for a reason - Yoli: you need specific experience for certain roles; there is an advantage of certain roles progressing into other roles eg VC welfare into Welfare Chair - Aden: Certain roles are more accessible than others - Sean: C&S + Welfare make a programme to train younger years (or any student interested) to be on committees; equips with relevant skills - Jemmy: consider how drinking affects who is elected; the more influential societies are the ones that are more alcohol focused – prevents non-drinkers from running - Priya: depends on each year and the people but also because we’re involved in clubs, we’re more involved in the ICSM community and that makes us more involved in SU
REYNOLDS TOWNHALL	<ul style="list-style-type: none"> - Meeting with ICU Director of Commercial Services - Student, Faculty & ICU Consultations - Social media & advertising (all of ICSMSU) - Lilia: students have the most to say about the Reynolds bar, but SU do not have the power to make that change; marketing team want to see how students engage with the bar; SU to help with promo - Chloe: are we promoting the bar or the space? - Lilia: the space and its activities - Chloe: CSP concerned about filming in bar - Lilia: ICU have seen good engagement in metric and want the same for Reynolds

	<ul style="list-style-type: none"> - Need to communicate with CCs what will happen when marketing team come to Reynolds - Jemmy: liaise with C&S to run more bops, more nondrinking events - Lilia: what do students want? Outdoor seating is not feasible for Reynolds, how to increase capacity, sharing club photos, show that it is our space - Aden: remember that Beit caters for all students, Reynolds has a smaller target audience - Lilia: we need a brand, medics take priority, but anyone can come - Jemmy: we need better support for bigger events, should not be placed on SU shoulders especially when issues arise (e.g. FPR) - Senara: need better promo for events, need to change the image of Reynolds - Lilia: has been raised about how the cafe is run, difficult to get the relevant members to engage in conversation - Shivani: consider lighting and 'the vibe' of Reynolds
OTHER BUSINESS	
MISCELLANEOUS ITEMS	
NEXT MEETING	Sunday 1 st December, 5pm (Reynolds)
DATES FOR DIARIES	<p>Monday 11th November – RAG Diamond of the season Ball</p> <p>Sunday 24th November – ICSMSU Final Year PACES</p> <p>Sunday 8th December – ICSM Carol Service MANDATORY ATTENDANCE (unless discussed with ICSMSU President)</p> <p>Wednesday 4th December – STFYD Christmas Party (@Angie Qiao - ICSMSU Social Secretary - Christmas Dinner Social?)</p>

Officer Reports

EXECUTIVE	
PRESIDENT	<ul style="list-style-type: none"> - Executive Education with ICU - ICU Democracy Review Interview with Counterculture to discuss what aspects of democracy work well/could be improved within ICSMSU & CSPs. - Met with Ents & Phoenix Ball team to discuss the aims and objectives of the event. - Attended ICSMSU X Faculty Mingle ran by Dorrit – was very lovely to see all your faces! - ICSMSU X ICU Rep Training – very successful & well attended, outlined expectations of all year/department/faculty representatives.

	<ul style="list-style-type: none"> - Liaising with Dr Jensen Martin & Bhavana re: Student Experience at Northwick Park. - Holding meetings with ICU Activities Team to discuss after-math of ICSMSU Freshers' Events and preparing for other high-risk, large flagship events. - Working with Aden, Arjun & ICU to deliver better storage options for our CSPs and students at both South Kensington & Reynolds.
DEPUTY PRESIDENT	<ul style="list-style-type: none"> - Attended ICSMSU x Faculty Mingle - Met with Ents & Phoenix Ball team to discuss the aims and objectives of the event. - Started organising 1-1's - Attended & enjoyed HWD
EXECUTIVE TREASURER	<ul style="list-style-type: none"> - Met with Wesleyan and STFYPD to discuss Final Year photo and Photo Day arrangements - Attended and thoroughly enjoyed Halfway Dinner - Discussed with Ents about Phoenix Ball - Attended Faculty Mingle - Started GP land, my GP Supervisor is an ex-Imperial Alumnus Wooh! - Processing normal eActivities business (refunding HWD tickets, V&A Dinner/Event, wrapping up Freshers' Finances)
SECRETARY AND COMMUNICATIONS	<ul style="list-style-type: none"> - Newsletters are newslettering - End of the BMH campaign with BMUK X Welfare - Faculty are gonna enter their tiktok era!! Brainstorming with Angie on Mondayyy - Need to upload content onto BMB + Gazette pages on website (priority for this month!!) - Slaying STFYPD, had meeting with potential sponsor with STFYPD finance team + moneyman - Will be sending out comms for stream takeovers soooooon - Slaying comms with Aden for all the redbird drops + collections
SITES AND SERVICES	<ul style="list-style-type: none"> - Redbird collection 1 went well – however, would have probs benefitted from having some SU around – will bear in mind for future – twas on me - Redbird drop term 1 part 2 underway - Another collection on Sunday 3rd - Working with Lilia and Arjun on Lockers and CSP clearout – meeting next week - Need to figure out Grad fleeces delivery - Need to meet for PFA at some point ☺ but low priority rn
BMB SOCIETY PRESIDENT	<ul style="list-style-type: none"> - Reps & BMB Soc have been elected – was involved with onboarding but brilliant job by Officers

	<ul style="list-style-type: none"> ○ Attended BMB specific training with Alison McGregor, Andrea Vargas-Seymour and reps – super super useful. Will repeat next year. - Christmas Dinner Save the date circulated to FEO for staff - Sent out BMB Newsletter
GAZETTE EDITOR	<ul style="list-style-type: none"> - Autumn Elections done – we now have a full com! - Phase 1 Academic guides done – need to format 2 more pages and get them sent out to Y2 and Y3 (THIS WEEK post Diwali) - 1st Podcast ep. Recording next Wednesday- still on the hunt for a fresher 🙄 - Priya is the Agony Aunt - Writers sending in their stuff this week to section editors – I will start putting them together when section editors send them over to me - Need to start website stuff w/ Aden and Sarah - Clubs and socs reports due soon – ccs have been contacted; if they are receiving SMHA money they HAVE to contribute!!!! - Will be helping with photos @ V+A awards + i need the winners ASAP for the print pls <3 - Had a slay hwd ty to jemmy + the com it was incredible <33
ACADEMICS	
ACADEMIC CHAIR	
ACADEMIC OFFICER FOR EARLY YEARS	<ul style="list-style-type: none"> - Year 1 reps received handover, Year 2 reps due on Tuesday to do so. - Allocated Year 1 and 2 reps modules for survey analysis - This month will be heavily focused on organising pre-SSLGs with module and domain leads using the feedback - Prep for SSLG at the end of the month
ACADEMIC OFFICER FOR CLINICAL YEARS	<ul style="list-style-type: none"> - Sorted out buddy scheme allocation issues - Working with Yousuf and faculty on mock CPSA and mock PACES (more student volunteers needed for mPACES!!!) - Sending out notebank message to GCs by E.O.W. to update - Working with Lilia and JJM about NPH x Brunel issues
ACADEMIC OFFICER FOR BSC YEAR	<ul style="list-style-type: none"> - Sent out individual surveys for BSc pathways – response collection period over - Answering Rep queries regarding reports - Sent out mentorship scheme surveys – in the process of allocating everyone mentors (some pathways have fewer/more mentor sign ups so currently reaching out to 5th years individually to pick up numbers)
ACADEMIC OFFICER FOR BMB	
WELFARE	
WELFARE CHAIR	

VICE CHAIR FOR CAMPAIGNS	<ul style="list-style-type: none"> - BHM completed slay - Messaged clubs to collaborate for movember - Started making posts for november campaigns and working with ic yoga for campaign on 27th nov
VICE CHAIR FOR WELLBEING REPS	<ul style="list-style-type: none"> - Year 1 to 3 reps received training from myself - All reps have attended mandatory ICU Training on Monday - Clinical Years Report done and submitted as of Wed 30th - Phase 2 report being done as we speak ready for submission on Wed - Phase 1 report in the works with pre-SSLG due in the next week to trial our new method of pr-SSLG before report being submitted - Very good survey response rates so thank you to everyone involved
WELFARE OFFICER FOR BMB	<ul style="list-style-type: none"> - Most Year 1, 2, 3 reps attended mandatory ICU training on Monday -> Followed up on absent reps. - Extra training on effective surveys and SSLG reports from Andrea was done on Wednesday. - Waiting for second round of elections for Year 1 Welfare rep, have received some messages about potential nominations so fingers crossed this time x
MANAGEMENT GROUP	
CLUBS AND SOCIETIES CHAIR	<ul style="list-style-type: none"> • Working on V+A event • Working on storage w Aden and Lilia • Soon to confirm Arts dinner venue hopefully • Playing frisbee rn sorry am not there • Slay on HWD @jemmy + team
MANAGEMENT GROUP TREASURER	<p>Absolutely cooked at halfway dinner</p> <p>Normal eactivities stuff and answering messages</p> <p>Gonna email out clubs for SMHA and SMDT in next couple weeks</p>
VICE CHAIR FOR SPORT AND ARTS	<p>Halfway dinner was so memorable, it was forgettable</p> <p>Helping Cricket with their tour EP and credit card requests– halved their travel costs by stalling their ticket purchase (very tactical)</p> <p>Still waiting on trips board to get going – will chase up soon</p> <p>Helping with trauma at the moment, apologies!</p> <p>Will be chasing up S&A's for reports for winter edition gazette</p>
VICE CHAIR FOR VOLUNTEERING AND ACADEMICS	<p>New award policy written and uploaded to the website (thank you Arjun and Sarah)</p> <p>Nominations for V&A awards are now open and we already have more nominations than last year.</p> <p>Promo for event started, sent to all V&A presidents/chairs, also going onto the newsletter (Big big thank you to Sarah and Arjun)</p> <p>Tickets going live soon! (Thank you Sean for the help with the budget!)</p>

	Purchase Order for Catering Fully approved, waiting on some ticket sales before sending to the catering company (Thank you Arjun and Sean)
ENTERTAINMENT	
ENTERTAINMENT S CHAIR	<ul style="list-style-type: none"> - Will not lie I have done nothing but @Angie Qiao - ICSMSU Social Secretary @Sarah Azam - ICSMSU Secretary & Communications Officer add me onto this tiktok brainstorming thing – I'm happy to help! - Also anyone need anything at all please reach out I am jobless in terms of my role – I will start sending forms out for SU trip! (just need to wait until I can find my exam dates before I send options!) - Will be having a more indepth debrief regarding freshers soon – if you would like to be involved reach out to me or @Lilia Evans - ICSMSU President - MASSIVE CONGRATULATIONS TO @Jemmy Russell - ICSMSU Management Group Treasurer and her entire team on HWD!! You have thrown an amazing event and it was honestly one of the best and most memorable nights of medical school!!
SOCIAL SECRETARY	<ul style="list-style-type: none"> • discussed with lilia, sean, arjun + yazz about ideas + budgets for phoenix ball • went around asking various people in year 2 about their opinions • venue hunting !! once i've found a few, i'll ask to reconvene asap • there will be a social this month • amir sam entering his slay era v soon, he will eat and leave no crumbs (working with sarah to brainstorm on monday!)
RAG CHAIR	<p>Diamond of the season ball tickets on sale!! Please show support 😊 sorted out venue DJs photographers and live music @arjun and Yasmin. Looking to be a really fun event 😊</p> <p>Gladiators- sorted out challenges and spoke to embargoes about deal. Need to check if challenges are okay with Lilia/Arjun/ Priya with what can be gotten away with</p> <p>Got 10 bottles of free alcohol donated from one of our charities who aim to reduce food waste! Will be using them as gladiator sports night prizes/ along with other events eg a Paint and Sip!!</p> <p>Sec is working on submitting RAS and Eps for al term 2 events. Circle line, fashion show etc etc</p> <p>ICSM carol service- please come!! Sunday 8th December . Super chilled , local (in SK) and all the support we could get would be great 😊</p>

Action Points and Deadlines

[illegible]