

# **ICSMSU 8th General Meeting 2024-25**

**02/03/24: 17:30 – 21:00**

**Reynolds**

Shape

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| **PRESENT** | Eric, Lilia, Yoli, Yasmin, Chloe, Sadhana, Arjun, Sarah, Sean, Priya, Hamzah, Aden, Yousuf, Kete, Angie, Hamzah, Aden, Alwin  Special guest: Renée |
| **APOLOGIES** | Brian, Senara, Jemmy, Anant |

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| [**Action points of the last meeting**](bookmark://_ACTION_POINTS_OF) | [**Officer Reports**](bookmark://_Officer_Reports) |
| [**Matters Arising**](bookmark://_MATTERS_ARISING) | [**Dates for your diary**](bookmark://_OTHER_BUSINESS) |
| [**Next Meeting**](bookmark://_OTHER_BUSINESS) | [**Action Points/Deadlines**](bookmark://_Action_Points_and) |

# **Agenda**

1. Conference
2. Welfare Report

**Discussion Points**

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| **ACTION POINTS OF LAST MEETING** | |
|  | Action Point – **Complete/In Progress/Not Complete** |
| **ACTION POINT 1** | Template for login details |
| **ACTION POINT 2** | Handover template |
| **ACTION POINT 3** | Advertise hustings |
| **ACTION POINT 4** | Read draft of standing orders, make comments/suggestions |
| **ACTION POINT 5** | BMB RedBird Merch to SAF? |
| **ACTION POINT 6** | Contacting Redbird to potentially split into MBBS + BMB – to dispel confusion |
| **MATTERS ARISING** | |
| **CONFEREnces** | Eric – surg, plastics, O&G, paeds – have been maintained and grown  More collaborations, between socs and uni’s  Immuno – going back to solo conference, interesting to see if it will be successful  Arjun – what is ‘successful’  Eric – similar in size to average of 5 years, difficult to send tickets to non-members, mainly using word of mouth (mainly freshers)  Engagement from younger years is better than older years  Yousuf – Profitability doesn’t equate success, SU to approve conferences based on the calendar  Priya – I don’t think it’s our role to decide which conferences can run  Yousuf – more oversight needed, but we aren’t giving permission  Hamzah – 1-2-1 budgets, encouraged to get SU opinion but decision lies with the committee, SU to review budget and offer guidance  Eric –minimal expenditure, so many don’t require a budget  Yaz – yes to advise – offer our expertise  Eric – promo more collaboration within imperial  Kete – success and advertisement linked  Sean – SU to be middle man  Sadhana – a group chat for conference chairs with pinned doc  Yousuf – unless we have leverage, C&S won’t take us seriously  Priya – SU to remember we still needs to engage with our peers, don't want to impair existing relationships  Alternative - Open door policy, if you engage it will help you  Yaz – being supportive will be more receptive, be careful with wording on reprimand  Alwin – conference chairs less passionate, soc chairs doing more heavy lifting – need to stimulate accountability for conference chairs  Aden – consequences are difficult to implement, highlight successes – verify that what we are doing is correct and is the best way forward  Priya – who on SU has conference experience? How can people come to us if we don’t have experience?  Arjun – what does support look like? It doesn’t work with V&A, imo offering support won’t change – committees should want to come to us for support  Yousuf – just need leverage to get people through the door, passive approach is what we are doing now and it isn’t working, there is a benefit from having oversight  Kete – what is the problem? What is the underlying issue? Are people complaining? What are we trying to solve? Who does it actually affect? Is it our role – people can go and people can run conference?  Hamzah – finances, need more support – SU has expertise on budgets and how to manage the finances, there are socs that are unaware that their actions will negatively impact future years, 1-2-1 need to highlight the damage they’re doing  Lilia – be the hand that gives, not takes  Yousuf – we force them to engage but not to listen  Eric – I am there to support, make sure the current committee is not affected by the previous, need to provide evidence for committee position for CV   * Accountability for committee members that don’t engage * If we want them to engage, we need to reach out first * V&A socs don’t engage enough with SU * They only come when something is wrong/they don’t know/can’t do it/money is involved. Regardless of Surg or a new academic Soc * We need to act quick and first, before they start planning anything. * We need people to book conferences early * Where do the expertise come from- V&A role has been held by older years for a while * And if not, if you’re following along, by the end of the year you do * We need to actively build the support and system for them * New advertising should help |
| **Welfare Report** | Presentation of whatsapp/SSLG report  Lilia – feedback says change is needed  Yaz – younger years are more keen forchange  C&S – concerns about missing the deadline; suggests miroboard, padlet  Arjun – rolling, no weekly deadline  Eric – need to monitor the noticeboard  Arjun – set permissions to once a week?  Renée – what are the limitations, can we send reminders  Who’s job is it to monitor?  Kete – do we need to monitor it?  Arjun – paragraph messages are the bigger issue, short messages are not an issue – keep it within reason  Renee – sending reminders are reasonable, paragraphs can be sent elsewhere  Bhav – no external socs  Arjun – research opts can go in gc  Sean – no SU personnel to monitor?  Lilia – Sec&Comms to monitor? Maybe too much workload – can be joint advert, more focus on redirecting to Instagram and newsletter, dep pres to have over sight, gazette can make weekly pamphlet  Query Gazette to monitor?  Anything under ICU can be advertised  Bhav – too many cooks in the kitchen, need to limit input  Yousef – can split into V&A, S&A  Renne – clear person in charge, more sense for one person to lead (2 max?)  Kete – socs can choose themselves where they want to post  Highlight the new system  SU – core messages can stay, big events that concern the whole SU  Yousuf – need to set limits on what is ‘big’, we need to self police as well  Arjun – need to set clear guidance before going to clubs and socs |
| **OTHER BUSINESS** | |
| **MISCELLANEOUS ITEMS** |  |
| **NEXT MEETING** | Sunday 6th April |
| **DATES FOR DIARIES** | - Monday 3rd March 4:45pm-6pm: LKC Scavenger Hunt & Welcome Event (lots of free food and drinks) 🍔🍩🥂  - Tuesday 4th March: ICSM Fashion Show (&maybe LKC Students)💃🪩  - Wednesday 5th March: LKC Social (will be free, usually do mini-golf and take them to Sports’ Night) ⛳️  - Thursday 6th March: Gazette Dinner  - Friday 7th March 1pm-2:30pm South Ken - LKC Farewell Lunch 💌  - Sunday 9th March Reynolds: ICSMSU Hustings 📣  - Thursday 13th March: ICSMSU Iftar Social 🫶  - Friday 14th March: Elections  - Friday 28th March 4pm Reynolds: PFA Day 🩺🥼 (all of you have to be there)  - Sunday 30th March: SU OSCE Mock |

# **Officer Reports**

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| **EXECUTIVE** | |
| **PRESIDENT** | * Working with Director of Student Experience & Quality to deliver on Clubs & Socs’ priorities. * Trying to relocate St Mary’s gym equipment before the end of month. * STFYD Awards done – people seemed happy! * Participating in Elections promo with both ICU & ICSMSU * Meeting with Library team regarding refurbishment * Moving forwards with storage plan, waiting for Harlington Grant to reach accounts. * Working with C&S team to clear up the Reynolds storage and create a better system. * Working with Social Sec to prepare Phoenix Ball event for early May! * Circle Line – completed with no major concerns. * 4skins, debrief meeting with ICU * Prep for ICSM RAG Fashion Show * MBBS SSLGs done, BMB to go. * LKC Immersion Week activities planning * Standing Orders in progress, Deputy President stepped in to help with writing Values & Goals * Options Appraisal with ICU DPW for Mentorship Scheme. |
| **DEPUTY PRESIDENT** | * Meeting with President to discuss standing orders * Writing up standing orders * Created draft Handover Template Guide, as action point from last meeting * Planning Hustings for elections * Did elections promo videos * Promoting elections through GCs * Attended SSLG where PFA paper was discussed * Finished off 1-1s * Helped with promo of BSc Gazette Guide booklet * Helped on STFYD Awards panel |
| **EXECUTIVE TREASURER** | * Currently planning and budgeting for ‘Phoenix Ball/ Post 1st+2nd Year Exams night out) * Will be started on the annual budgeting process soon. * Have attended annual budgeting training/policy setting sessions with the Management Group. * Helped Gazette with their Winter Edition PO. * Closing the accounts of STFYD associated expenditures. * Closing the accounts of costs associated with final years/leavers. * Finished my Finals Woohoo! Starting PFA now – very excited to learn and prepare for the transition. * Speaking to several interested candidates about taking over from me for Exec Tres next year. * Processed most of the donations from SMHA and SMDT and have redistributed accordingly. |
| **SECRETARY AND COMMUNCIATIONS** | * STFYD IS DONE (well almost) WOOHOO * Newsletters are newslettering * Socials are socialing * Finally making some progress with the Faculty Gen Z vid * Collaborated with MM to make content for Ramadan, keep ur eyes peeled * Met with Nicole from ICU events to discuss how we can collab in future yaya * Sat on panel for STFYD awards #hatedmylife * Planning to begin posting media on SSLGs with Yoli xoxo * Senara made some sick content for LGBT+ History Month, I didn’t do anything, but the posts look so good so slay her * Beginning to plan content for neurodiversity week with neurodiversity soc! * Put out some election content – ty to everyone that helped xoox |
| **SITES AND SERVICES** | * Loads of **Redbird collections** being run – tryna clear out the office yet again (wherever I look, there always seems to be more boxes 🫠🫠) - thanks to the peeps who helped, even a little – makes my day <33 * **Grad fleeces** in progress – still need to get the order finalised and send in a PO for approval – fingers crossed will get done this upcoming week * Had a meeting r.e. the **Library Refurbishment** with William Henderson and Lilia – new layout looks great! Got to work on getting focus groups / feedback (via stall in Reynolds lobby) on the refurb plans – Library looking to close around late July-August time rn * **Locker room refurb** in place – got to email remaining people using lockers that we want to clear out + advertise clear-outs! Will do a printout again and stick on the lockers * Helped Sarah with **STFYD collections** – she slayed it :DD * **Final Line Lab coats collections** all went well (got here just in the nick of time :DD major slay to Chloe, Lilia and Sean for all their help again :DD) * Emailed Redbird r.e. changing the website for clarity – will discuss at this meeting * Spoke to a few potential SS-Ho candidates heheh, interested to see who signed up :D * Reached out to Anant r.e. Redbird BMB stuff – yet to hear back :/ pls king |
| **BMB SOCIETY PRESIDENT** | * Loads of BMBSoc events (events team is on it!!)   + Student talks   + Massive careers fair   + Planning study sessions   + Planning boat party * Grad planning has begun * Working with faculty on new MSci program * Large pushes for SU & BMBSoc positions * Sending loads of newsletters and email updates |
| **gazette editor** | * PRINT EDITIOOOOOOOOOON HELL YEAHHHHHHHHH   + Mailing list is up-to-date that we know of   + 14 clubs and socs (😮) who recieved SMHA grants wrote for us * iBSc Guide IS OUT WOOOO * Blog (up the website warriors) * Cooked dinner for the Fresher Contributors (burnt the capers ://) |
| **ACADEMICS** | |
| **ACADEMIC CHAIR** | Hi!  Supporting SSLGs and CPA. Bhav cooking with osce and pace. Life good. Sun shining.  Trying to get alumni award in name of ICSM alum who died in Syria. |
| **ACADEMIC OFFICER FOR EARLY YEARS** | By the time of writing, completing the CPA mock. Learned a lot from this experience, overall hasn’t been the smoothest but soooo happy it’s over. Todays one went great, HUGE THANK YOU TO SU for helping out. The SSLG for this term also went amazingly, finished perfectly on time. |
| **ACADEMIC OFFICER FOR CLINICAL YEARS** | Drowning in su work hahahaha if anyone feeling free and want to help pls do.  Allocating osce tutors, organising mock osces (need more examiners pls tell ur friends and fam), y3 teaching talks w JJM and teaching fellows, organising mock paces w faculty and sslg done yay haha pls help :o |
| **ACADEMIC OFFICER FOR BSC YEAR** |  |
| **ACADEMIC OFFICER FOR BMB** |  |
| **WELFARE** | |
| **WELFARE CHAIR** | HELLOOOOO  I am helping students with welfare concerns  Working on EDI report – PLEASE MAKE SURE YOU HAVE ALL FILLED IT OUT  Lovely handover meeting with CARLY since the switch with feo |
| **VICE CHAIR FOR CAMPAIGNS** | Collaborated with Sarah and IQ for LGBT+ history month post  Planning content for next month – ramadan welfare guide, house hunting support |
| **VICE CHAIR FOR**  **WELLBEING REPS** | Done:  1.⁠ ⁠6 reports  2.⁠ ⁠3 pre-SSLGs  3.⁠ ⁠3 SSLGs  4.⁠ ⁠Multiple meetings and action points logged  To-do:  1.⁠ ⁠Get the minutes for the SSLGs out  2.⁠ ⁠Ipad report |
| **WELFARE OFFICER FOR BMB** | * 2 SSLGs coming up: Y3 on 12/3, Y1/2 on 19/3 * Surveys for all years were sent out. * Y3 surveys now closed and reps are writing reports. |
| **MANAGEMENT GROUP** | |
| **CLUBS AND SOCIETIES CHAIR** | * Lots of Colours nominations, very difficult   + Had me thinking, I think either a CSC or ex-CSC should sit on SMHA awards/more attention should be paid to the MGs of the clubs that exist; same level of detail we gave to STFYD awards should be applied to SMHA (I don’t have overall insight into SMHA but idk feel like we took a lot of time and care w STFYD and same should be done for SMHA even tho it doesn’t bear same)   + Highkey we cooked on the awards though * Got FS host lol I can’t wait I am a bit scared though * Annual Budgeting changes   + Went to CSPB, this is long in progress and it’s eh but coming into shape   + Went through creation of policy; am only happy with the system cus we can alter policy after our initial C+S 1-2-1s w da CSPs   + The Legally Blonde soundtrack is SO CATCHY   + Lots of discussions had at CSPB   + Welcome fair is looking to change to a spread over 2 days. ICSM socs will all be on one day. Idk how it’s gonna work. Will discuss my thoughts out loud   + I think new AB policy benefits ICSM overall more, more funding for things like MedEd and BMB. MedEd get like 5k or something ridiculous for free lmao   + We went through the final changes and approved it all * 2CSM happened, overall good we kept it short and sweet   + Nice talks from Rob and the gang   + We got absolutely swarmed afterwards   + Went through the AB changes but not sure they fully landed w the clubs; we’ll do a proper update over email w the gang * RAG auction shenanigans * Storage review w Lilia; need to complete my action points but gonna go over the existing stuff w CSPs and take a 0 tolerance approach to throwing stuff out |
| **MANAGEMENT GROUP TREASURER** | -sent out SMHA allocations  -went to the bank to pay in SMDT cheque, just waiting for it to reach accounts to send allocations but have the emails ready to go  -met with arjun to discuss annual budgeting changes  -clubs and socs second meet  -been doing eactivities stuff as usual |
| **VICE CHAIR FOR**  **SPORT AND ARTS** | Major AB changes from CSPB  2nd clubs and socs meeting – touch wood people are now informed  Promoting elections etcetera  Pretty jobless apart from CSPB lock-ins |
| **VICE CHAIR FOR**  **VOLUNTEERING AND ACADEMICS** | Some changes to the C&S Awards policy to me worded similarly to colours. Helping some societies with their conferences (cardio yesterday, ran same day as o&g and London-wide Paeds). Conference ticket sales check done.  CSPB and budgeting changes seem to be going in the right direction  Working with Christian Cooper to move pharmacology society under ICSMSU  O&G are happy to hear the storage situation will be changing and are happy to inherit any unclaimed surgical equipment |
| **ENTERTAINMENT** | |
| **ENTERTAINMENTS CHAIR** | chillin’ 🤙 |
| **SOCIAL SECRETARY** | also chillin’  some phoenix ball prep- calling it may day now or may day party, not sure yet- open to suggestions  congrats to chloe for an amaaaaazing rag week!!!! smashed it queen <3 |
| **RAG CHAIR** | RAN RAG WEEK! Went well – minimal complaints so will   * Auction * Pottery * 4skins * Marketplace * Circle lineeeee   Kind of been dying since and resting. |

# **Action Points and Deadlines**

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| **ACTION POINT** | **PERSON RESPONSIBLE** | **DEADLINE** |
| Trial platforms | Yaz, Sarah | 9/03 |
| Policy for short message | Yaz |  |
| Communicate change to C&S | Arjun (to liaise) |  |
| SWOT analysis for conferences | Yousuf, Arjun, Eric, Hamzah, Yaz, Alwin |  |
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