

MINUTES OF THE PROCEEDINGS
of the fourth meeting of the Executive Committee
of the Imperial College Union
in the 2012-2013 session

The meeting of the Executive Committee was held in meeting room 6 of the
Union Building on 17 January 2013 at 6.00pm

Present:

President - Chair	Paul Beaumont (PB)
Deputy President (Clubs & Societies)	Henry Whittaker (HW)
Deputy President (Education)	Doug Hunt (DH)
Deputy President (Finance & Services)	Stefan Nubert (SN)
Deputy President (Welfare)	Becky Lane (BL)
CGCU President	Temi Ladega (TL)
GSA President	Maryam Habibzay (MH)
Silwood President	Isabel Fenton (IF)
GSA Chair	Maryam Habibzay (MH)
Council Representative	James Bannock (JB)
Council Representative	Joe Gibbs (JG)
Council Representative	Shrawan Patel (SP)
CSB Representative	Jake Woods (JW)
Permanent Observer:	
Governance and Administration Coordinator	Rebecca Coxhead (RC)

Apologies: ICSMSU President Shiv Vohra (SV), RSMU President Lewis Ryan (LR),
Honorary Senior Treasurer Colin Kerr, General Manager Joe Cooper (JC)

Not Present: RCSU President James Tsim

1. CHAIRS BUSINESS

NOTED:

- a) The Felix DMOTW update – PB meet with the Felix Editor who agreed to change the feature to ‘twat of the week’ with the agreement that there will be no alcohol featured in the picture.

2. MINUTES OF LAST MEETING – 3 December 2012

NOTED:

- a) Minor typographical errors were pointed out.

RESOLVED:

- 1) To pass the minutes.

3. MATTERS ARISING – see Chairs Business

4. MANAGEMENT ACCOUNTS – December 2012

RECEIVED: The paper was presented by PB

NOTED:

- a) The accounts are still draft as they have not been through Business Review Meeting,
- b) Decembers was not a great month but are still ahead of budget.
- c) It was questioned why Ents income was so low.
 - i. Winter Carnival was poorly attended.

- ii. The last Friday night was very successful and this may be to many exams having finished on that day.
 - iii. PB has been approached by Richmond University to do a joint speed dating event for Valentine's day. JG stated that he would like to potentially include this as a RAG week event.
 - iv. Ent's payroll was incorrect for Dec. Staff has been overpaid and these debts are currently being recovered. This will be reflected in the next month's accounts.
- d) The Deputy President (Education) was requested to seek out the dates for exams so that staff can plan rotas around these.

ACTION:

1. **The Deputy President (Education) to seek out the dates for exams so that Commercial Services can plan rotas around these.**

5. CASUAL WORKER HOUR LIMITS

RECEIVED: The paper was presented by the Deputy President (Finance & Services)

NOTED:

- a) Malcolm Aldridge, College's Financial Controller has been approached in regards to this matter but has not responded.
- b) The 20 hour limit will impact on when people can work, i.e. you could reach this limit over 2 long shifts a week.
- c) International Students will be strictly monitored, as is already happening but all responsibility to adhere will be on the line manager.
- d) The auto enrolment on pensions may impact but this is being investigated.
 - i. If people work over a certain number of hours, they will be automatically enrolled.
- e) It was pointed that there is no way of governing what hour's students are working outside of the College.
- f) PhD students have different stipulations dependant on their programme.
- g) There will be no exemptions to this rule, specifically around large union events. Better recruitment and training will alleviate this issue.
- h) The committee moved to a vote on the policy and it was passed unanimously.

RESOLVED:

- 1) **To adopt the current 'rule' as policy for ICU casual workers that students (Home, EU and International) should not work more than 20 hours a week during term time.**
- 2) **Ensure line managers are aware of this policy and the information is correctly cascaded to student workers and enforced at the appropriate level.**
- 3) **Strictly enforce the 20-hour limit rule for International students, as this is a breach of their student visa, which is issued on the basis of studying full-time during term time.**
- 4) **Ensure bursary students inform ICU as to any limits on the number of hours they can work.**

6. REPRESENTATION AND WELFARE BOARD MONEY ALLOCATION

RECEIVED: The paper was presented by the Deputy President (Welfare)

NOTED:

- a) It was suggested that Education & Representation Board and Community and Welfare Boards should be making the decisions rather than the individuals.
- b) The Boards are still in the initial stages of being set up and may not be skilled enough to be able to make the decisions
- c) It was made explicit that all students and student groups can apply to access these funds.
- d) It was agreed that the Education & Representation Board and Community and Welfare Board should be making the decision.

RESOLVED:

- 1) To allow Education & Representation Board and Community and Welfare Board to access the Representation and Welfare Board money allocated to the Board in the 2012-13 academic year.**

The meeting closed at 6.45 pm

Approved as a correct record at a meeting of the Executive Committee on

_____ 2012/13

_____ Chair of the Meeting