

Council  
10 March 2015

## **Deputy President (Clubs and Societies) Council Report for meeting 10<sup>th</sup> March**

### **Illness**

I have been particularly unwell for this past week, having to take some time off work to recover, and so significantly less productive than desired or anticipated.

### **Room Bookings**

Working with College Conferences, myself and Tom have got the College Conference room booking form for Clubs, Societies and Projects updated so only one central ICU signature is needed to authorise these – this will hopefully reduce some of the difficulty for clubs in booking these spaces. I have also been working with the Student Activities Coordinator and Sports Partnership Administrator to review the process of the yearly society bookings ready for next years to start in May. I have also taken up a role in the Operational Excellence Space Programme where we are reviewing timetabling and room booking processes across the whole college.

### **Budgeting**

We have managed to complete budgeting to schedule this year in two very long meetings – my absolute thanks to all of the student volunteers who gave up their evenings for the process. Appeals remain.

### **Risk Assessments and Incident Logging**

Continuing on from some of the work Yas was doing, I have been working on reviewing the processes for Incident Management within Student Activities, in particular looking at our online systems and the training we provide.

### **Student Media**

I've been more involved than usual in student media over the last few weeks, participating in the 24hour icRAGdio broadcast, the run-through of Meet the Candidates, and of course, contributing to student media where appropriate. A massive congratulations to the team at ICTV who broadcast such a high quality recording of meet the candidates and a thank you for all their work on the Women @ Imperial video.

### **Outreach**

I took an afternoon a couple of weeks ago to go and talk at a school in East London about studying at Imperial and then helped with a Personal Statement masterclass, it was a particularly interesting and rewarding experience.