

Community & Welfare Board Agenda

The sixth Ordinary Meeting of the Education & Welfare Board for the 2017-18 Session will be held on Thursday 24 May 2018.

Location: Meeting Room 3, Union Building

Deputy President (Welfare)	Fintan O'Connor
ICSMSU Welfare Chair	Stephen Naulls
RCSU President	Michael Edwards
RSMU Welfare Officer	Helen Money-Kyrle
Interfaith Officer	Adil Ali
LGBT+ Officer	Alessio Incitti
Chemical Engineering Department Wellbeing Rep	Omar Abdulla
Design Engineering Department Wellbeing Rep	Laerke Rasmussen

Observers

RCSU Vice President (Operations)	Rebecca Neil
Wellbeing & Campaigns Coordinator	Laura Regan

Formal Business

1. Chairs business
 - a. Deputy President (Welfare) (DPW) introduces their successor, Rebecca Neil, to the board
2. Minutes of last meeting
 - a. DPW states there is not enough members of the board to approve the minutes
3. Matters arising
 - a. ICSMSU Welfare Chair circulated promotional material for #OnlineHonestly
 - b. Imperial Secrets page was shut down although not as a result of the board

- c. Chinar Berry was sent the relevant contact details
- d. DPW states the waiting time for Counselling appointments was covered in the Felix feature on the Counselling service
- e. RSMU Welfare Officer asks whether any extra funding was secured for the interim period to support the long wait times. DPW informs the board the Head of Counselling has informed them the issue is in hand

Matters for Report

4. Updates from Deputy President (Welfare) **(verbal)**

- a. DPW made a presentation on the Wellbeing Strategy to the Board of Trustees and Union Council. Student consultation will be happening soon in the form of pop-up stands, qualtrics surveys, and a draft available online. The Director of Student Services (DSS) will be available for questions at the final Union Council and the ICU Garden Party
- b. DPW will publish a 'to-do list' blog as an update as there is relatively little time left before handover
- c. ICSMSU Welfare Chair asks what advertising there will be for the Wellbeing Strategy consultation survey. DPW informs the board this currently sits with the College but the Union will do as much as possible to push this. RCSU President suggests using Constituent Unions to distribute the survey
- d. ICSMSU Welfare Chair asks how the current members of the board can have an input if they are unable to attend events where the DSS will be present. DPW informs the board they are welcome to give feedback at any point and can schedule 1-2-1s with them

5. Updates from Constituent Union Welfare Officers **(verbal)**

- a. RSMU Welfare Officer
 - i. Students are busy, occupied and stressed with exams
 - ii. Department are struggling to get in contact with 5 returning students from interruption of studies. This has stemmed from confusion around support from students on interruption
 - iii. DPW informs the board registry are working on a new Interruption of Studies Policy but is unsure of timeframe for this
- b. RCSU President
 - i. RCSU Welfare Officer sends their apologies
 - ii. Despite it being quiet there are still several welfare initiatives. PhysSoc held welfare week, Life Sciences Wellbeing

Department Rep is holding drop-ins, Maths are holding social events and ChemSoc continuing their yoga initiative

- iii. RCSU have been disseminating information on support services
- iv. RCSU would like to see Sleepio (from Mental Health Awareness Week) work with the Constituent Unions in the following years

c. ICSMSU Welfare Chair

- i. ICSMSU Welfare Chair thanks the board for the involvement in the #OnlineHonestly campaign and informs the board it went really well
- ii. As a result of Student-Staff Liaison Groups (SSLGs) with Wellbeing Representatives feeding into the Faculty Curriculum Review there will be self-care and wellbeing modules as part of the core curriculum
- iii. Completed the Personal Tutor (PTs) review which has resulted in a review of training, some PTs completing new training and some PTs not having their contract renewed. Used wellbeing reports to show how polarising the data between good and bad PTs is

6. Updates from Liberation & Community Officers (**verbal**)

a. Interfaith Officer

- i. Been quiet since Interfaith Week
- ii. Working on an article to go in the next Felix looking at students who have exams during Ramadan and how you can balance fasting and revision
- iii. Met with the incoming Interfaith Officer to begin handover. Arranging for a handover facilitated by the Chaplaincy

b. LGBT+ Officer

- i. LGBT+ Officer send apologies for not making the last two meetings
- ii. The College have said yes to increased signage for Gender Neutral Toilets. Looking to secure more facilities next year
- iii. LGBT+ History Month was good although the weakness is lack of student engagement
- iv. Physics Department have got in touch about setting up a staff support network. DPW advises LGBT+ Officer reminds them of Imperial 600, the existing College staff network

Matters for Discussion

7. Wellbeing Representation: End of Year Reflections

- a. DPW asks the board for honest opinions on the Wellbeing Representation Network (WBRN)
- b. DPW asks the board how they perceive the WBRN has embedded across the institution. The board gives the following feedback:
 - i. A great start but doesn't work as well as the Academic Rep Network (ARN)
 - ii. Needs clearer advertising on what the role involves and what the network is itself
 - iii. WBRN to have access to year group mailing lists early on
 - iv. Senior Tutors within RSM have taken the initiative seriously
 - v. It's been a positive force for change
 - vi. It's been good and would like to see the team work from RSM replicated in other faculties
 - vii. Feedback has worked really well (i.e. feedback from CWB has influenced work in the departments)
 - viii. Has embedded differently across departments depending on how it's interacted with staff, DepSocs and existing structures
 - ix. Need to look at Student-Staff Committee (SSC) structures and formalising the meetings
 - x. The collaboration with DepSocs needs to be clearer and utilised
- c. DPW asks the board whether they have used the WBRN as a channel of communication and whether they found it successful. The board gives the following feedback:
 - i. Department Reps had good ideas but weren't sure what to do with them or who to talk to
 - ii. Constituent Unions were able to help Reps move their ideas forward
 - iii. Wellbeing Reps carried out surveys early on which helped inform discussions at a faculty level
 - iv. Wellbeing Reps have good communication with Senior Tutors
 - v. Would like to see the WBRN work more closely with Liberation & Community Officers to disseminate information
 - vi. Useful two-way channel of communication, particularly on campaigns and support services for specific year groups
 - vii. Early Year Reps in Medicine accepted as a part of our pedagogy and worked efficiently with Welfare Chair, needs time to embed over several years
- d. DPW asks the board whether they have seen the WBRN have a positive or negative impact within their department. The board gives the following feedback:
 - i. Students are more open to speaking with staff than before
 - ii. Issue of Reps not uploading our values as a Union or the College needing to be considered within training

- iii. The board discuss a particular case and advise it is formally reported through the Union's complaint system
- e. DPW asks the Reps on the board who the primary staff contact is within their departments and if they are receptive to the role
 - i. RSMU uses Senior Tutors and they're receptive and helpful
 - ii. Design Engineering uses Senior Tutors
 - iii. Chemical Engineering use the Student Satisfaction team who escalate things to the Senior Tutor
- f. DPW asks the Reps on the board whether SSCs have improved
 - i. Design Engineering found them useful and staff receptive. A to-do list is created after SSCs for staff and students which is updated as a document on SharePoint
 - ii. ICSMSU found it difficult at the start, particularly surveying students as they didn't want free text responses, however as the year went on they were able to target issues that needed changing
 - iii. ICSMSU found having all the relevant staff for academic and wellbeing issues a successful structure
 - iv. Materials Dep Rep is the only attendee and wasn't able to discuss wellbeing issues much, however now they meet with the chair ahead of the SSC to discuss they key issues that will arise
 - v. Chemical Engineering managed to get Year Reps in SSCs
 - vi. Need to decide whether it's better to have more or less people in the SSC and find a way to run the meetings efficiently
 - vii. Training should cover what should and shouldn't be brought to an SSC and Reps are talking to staff within their year groups
- g. DPW asks the board whether there was anything in Reps would like to have seen in the training which was not covered
 - i. Clearer role descriptions and access to mailing lists
 - ii. Matching activity was useful
 - iii. Needs an expansion on the representation part of the training, how to write data into an effective paper, what vehicles you can use to create change and how to be an efficient Rep
- h. ICSMSU Welfare Chair questions how the parallel systems of the WBRN and welfare officers with Clubs & Societies should work together.
- i. The board discuss the relationship between the two volunteer roles, what training should be available, what systems of reporting should be used and what role governance plays in keeping/discarding the roles

8. Equality, Diversity & Inclusion Strategy

- a. DPW asks the board if they have any reflections on the draft strategy and recognises they may not have had time to read it. The board give the following feedback:

- i. Previous drafts didn't want to recognise discrimination and racism and is heavily staff based
 - ii. Section on improving the student experience is small and gets lost amongst staff focused initiatives
 - iii. List of charters and awards are all staff focused except for one, would like to see more things to improve the student experience
 - iv. States they will work with the Union on student-led initiatives but no clarity on what this means
 - v. No recognition of how the College could utilise the Constituent Union structure to achieve Equality, Diversity & Inclusion (EDI) aims, might need our own strategy to support implementation
 - vi. The data driven approach is positive
 - vii. Pleased at attempt to integrate EDI with the student experience
 - viii. Previous drafts didn't include any concrete action on LGBT+ and staff inductions in this area. Still nothing specific on Trans students and training for tutors. It's a good start but not a systematic approach
- b. DPW informs the board the position of DSS means that there will be new policies in place to support students in EDI that haven't existed before
 - c. DPW asks the board to send any feedback to the author of the EDI strategy directly as soon as possible

AP – DPW to circulate the address to which students can send feedback on the EDI Strategy

AOB

9. ICU Advice Centre – Wellbeing Provision

- a. DPW informs the board the Advice Centre are looking into wellbeing provisions for students as a proactive measure and not for serious case work. DPW asks the board for feedback on the Advice Centre:
 - i. Average student isn't aware of the Advice Centre
 - ii. Students find the Union's structure really confusing
 - iii. Students tend to talk to trusted/favourite lecturers
 - iv. More options for support the better, it's not one size fits all
 - v. Branding of advice is less daunting than Counselling, there is less stigma associated with seeking advice
 - vi. Drop-in tables are a good way to reach students, they're made more accessible with student volunteers helping
- b. The board discuss work done to increase the visibility of Student Space

AP – DPW to circulate the questions from ICU Advice Centre for feedback

10. DPW – Appointed Student Trustee Applications

- a. DPW informs the board that applications for the Appointed Student Trustee Positions are open until 23:59 Tuesday 5 June

11. DPW – ICU Garden Party

- a. DPW informs the board of the signups for the ICU Garden Party, a celebration of all ICU's volunteers work

12. DPW – Thank You

- a. DPW thanks the board for their hard work and commitment throughout the year
- b. The board thank DPW for their work

Meeting concludes: 19:28