

CITY & GUILDS COLLEGE UNION

Council Report I

“The Aims of the City & Guilds College Union:

- *To further the academic, welfare, sporting, recreational, and social interests of students of the Faculty of Engineering.*
- *To encourage, promote, and support our clubs and societies.*
- *To represent the needs and interests of Engineering Students to College, ICU, and external bodies.”*



The CGCU is hosting the biggest event in its history in the form of this year's Annual Engineering Dinner. We also have many exciting plans and initiatives down the line. The committee has officially been fully filled by the recent Autumn Election. Some aspects of the CGCU were hindered by the fact that many important roles were unfilled, so hopefully this will allow us to return to full force.

We appreciate the decision to delay this report until mid-term, allowing plan to be more concrete and more to actually take place before having to be reported upon.

Goals for the Year

This year, the CU Presidents have been invited to take part in objective setting alongside the Sabbatical Officers. Below are the goals set:

I. Interdepartmental Relation

Foster relations between the 8 engineering departments by hosting faculty-wide events. Enable cross-departmental idea-sharing and collaboration by acting as a forum for discussions. We hope to restart in-person events at a greater frequency and quality compared to the previous non-pandemic year, and will look to ignite engineering community spirit by possibly collaborating with other CUs in competitive events.

II. Support and Enable Volunteers

Support and enable volunteers within the engineering faculty to carry out their volunteering duty, and provide resources for them to go above and beyond should they wish. This includes the CGCU committee, reps and deptsoc committees within the engineering faculty

III. Connect Current Students with Alumni and Traditions

To connect current students with relevant alumni through mentoring scheme, social activities etc. and to reconnect students with the history and traditions of the CGCU

IV. Empower the Women of the Engineering Faculty

Work towards combating any inequalities or discrimination the women of the engineering faculty may face in a male-dominated environment. This includes collaborating with the upcoming working group to review the college's disciplinary system. We will also look into lobbying at a faculty level to develop an action plan.

Annual Engineering Welcome Dinner

The welcome dinner is our annual flagship event. This year, to celebrate the return to in-person events, we are hosting the biggest welcome dinner in CGCU's 123 years history, with a capacity of 500. We have managed to secure more than double the grant of previous years for the welcome dinner, thus affording us the chance to host the dinner in Guildhall, a Grade I listed building with strong historic ties to the CGCU. It is a site that has host many royal events and the Lord Mayor's Banquet. A formal application letter was required in order to hire the Guildhall (attached at the end of this report).



Welcome Dinner promotional banner

The estimated gross expenditure of the dinner is £57,700, with the income for this dinner being from ticket sales, Faculty grant, CGCA grant, Old Centralian's Trust grant, Union grant, and our own savings.

The catering is done by Mosimann's, the Royal Warranted company that catered to events such as Kate & William and Harry & Meghan's weddings. The event contains a drinks reception, performance by the Techtonics, and appearance from Bo and Clem (Jez was going to make an appearance but it broke down). The afterparty is held at the Gable, a venue less than a minute walk from the Guildhall.

Activities

Kia Popat – Vice President

Freshers Fair

We had many visitors to our stand at the welcome fair this year, mostly asking questions about what the CGCU is, and about the welcome dinner. We gave out complimentary welfare supplies, pens, and oyster card wallets.

Pub Crawl

We held the CGCU pub crawl on 22nd October, as a means to meet and socialise with fellow engineering students. We began at Eastside at 6pm, and distributed 150 free t-shirts to the first arrivals. The route took us through some of Kensington before moving to Fulham, and resulted in an enjoyable evening for all students involved.



CGCU Pub Crawl promotion

Christmas Dinner

We are working on planning a black-tie Christmas dinner, for Tuesday 14th December. Due to the popularity of our welcome dinner, we thought another black-tie event may give others the chance to have a similar experience if they had missed out the first time. For this reason, the first release of tickets for this dinner will be reserved for those who were unable to get tickets for the welcome dinner. The current contract specifies a large venue near Kings Cross, with seating for up to 600 people. The package specified is £60 per person, which is the price we shall be selling the tickets at (the event

will not be subsidised), and covers a prosecco reception, 3 course meal with half a bottle of wine, an indoor fire show, and dance floor + DJ.

Committee Handover & Training

All handovers for committee members elected in 20/21 have been completed and we are currently in the process of carrying out the handovers for the committee members that were newly elected in the Autumn Elections. This year, instead of committee 'training' we opted for a committee bonding day in which the committee takes part in a corporate bonding cooking day with a prosecco reception. This is fully funding by alumni. We are also once again employing the internal wiki to record and pass on knowledge.

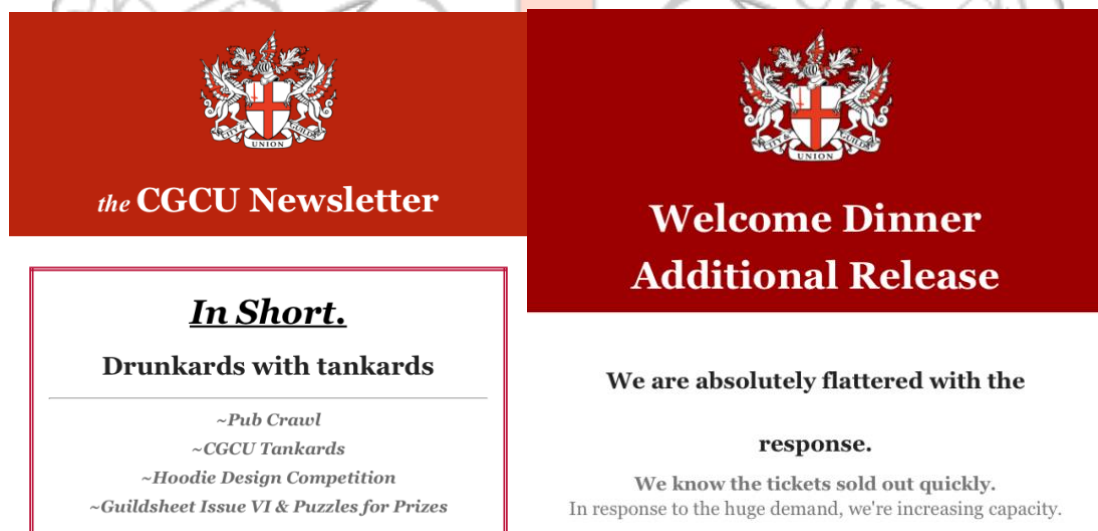
Communication

The comms team worked hard to ensure all the necessary comms, especially Welcome Dinner promotion. They have also carried out a welcome raffle to improve CGCU's online reach.



Marketing materials made by the comms team

Moreover, Honorary Secretary Will Carter has also been formulating and sending out weekly newsletters to update all 9600 engineering students.



CGCU newsletters

Guildsheet

Nnaemeka Anyamele – Alumni Officer

Guildsheet has always been about sharing the thoughts, voices, and experiences of (and with) the engineering students of Imperial. Just as the last issue was being distributed, the pandemic began to wreak havoc and threw spanners into the works. Nevertheless, work on the Guildsheet eventually resumed, and this year the choice was to deliver content more meaningful and purposeful content to the development of the students at Imperial, alongside the typical content. Three initiatives arose from this for the upcoming issue, the idea being that they will become recurring series in future issues:

- 1) The Careers Corner – A designated series of articles on topics with a core focus on careers that could provide useful information and new ideas to current students as they navigate university and explore possible career options and pathways;
- 2) The Alumni Corner – A designated series of articles about Imperial Engineering alumni, whose stories and experiences as students going through Imperial and making their ways through a vast range of careers; and
- 3) The Interns' Diary – Series of recounts of students summer placements and internships.

With the pandemic situation persisting and pretty much all work going remote, while we did work to gather content from students, we also turned to conducting interviews to obtain more content; access to MS Teams further enabled this, now we were able to reach out to interviewees wherever they were. In the previous academic year 2020-21, we began to make the most of it, organising interviews for both Careers and Alumni Corners with: a recruiter who attended this year's CGCU Faces of Engineering event to share more on recruiting, diversity, and the effects of the pandemic; two Imperial Mechanical Engineering alumni – one a professional international Rugby player, and the other a CEO of a successful start-up; an Imperial Aeronautical Engineering alumni working in Formula 1; and various student Engineers sharing their internship experiences. Over the next few issues these will be shared and published.

At the end of October, the upcoming 52-page issue of the Guildsheet will be published and distributed (currently in print at the time of writing), showcasing all things from Imperial College London Rocketry's growth and successes and CGCA's IMPACT Photographic Contest, to an agriculture technology start-up and the aforementioned interview with a recruiter.



Guildsheet Issue IV

As a keen puzzler, the editor had also set out to design the Guildsheet Big Brain Trail, a trail of puzzles that takes students around the 8 departments that are under the CGCU. Made as an inter-departmental competition, the idea behind this was to get students more integrated between different

departments, getting them to physically go to areas of interest in these different departments, and in some cases solve puzzles which require knowledge about other departments that only students in that department will likely know, encouraging further conversation across students across different departments. With students returning back home and not being around campus, this could not be carried out, but plans are in place to roll it out in a later term this academic year. Meantime, Guildsheet has also been working on an autumn puzzle competition (guildsheetpuzzles.wordpress.com) to keep students entertained and enticed for the puzzle trail, with the chance to win £50 Amazon vouchers.

In its short history as the CGCU's rebranded magazine Guildsheet has spread various stories, ideas and fun that have come out of Imperial's Engineering student community. Despite the challenges of working through the pandemic and trying to put content together whilst working through the pandemic, Guildsheet eagerly awaits the publishing of more issues in the new academic year and the positive impact the new initiatives will hopefully have on the readers.

Regalia

Kia Popat – Regalia Officer

We have multiple items currently in various stages of production for regalia. Committee hoodies are ready to be ordered as soon as newly-elected committee members have had a chance to confirm sizes for their hoodies. We have recently released tankards on the union website, priced at £18 per tankard, and each of these are to be individually personalised with names, year of graduation, and the CGCU crest.



CGCU student tankards

We are also in the process of getting academic scarves + beanies hopefully just in time for Christmas. We are also holding a design competition for the official CGCU hoodies that will be put on sale – the winning design will be featured on the back of the hoodies, and the designer will receive a free hoodie. We will also be selling sweatshirts, t-shirts, zip-up hoodies, and quarter-zip hoodies, all of which will be released in the next few weeks.

Clubs & Societies

The C&S aspect of the CGCU has been slightly hindered by the fact that the position of C&S chair was RON, however now that it is filled we hope to resume our usual level of support for the CSPs.

This term, we have assisted Racing in hosting an EGM. We have also carried forward the discussion of the quoracy as an impossible inhibitor for larger clubs to run a successful EGM.

Education

Tianxiao Wang – Education Officer, James White – Education Chair

Education matters completed so far:

1. Facilitation of Drafting the National Student Survey (NSS) recommendation with Daniel Lo in September with a focus on feedback (related to SOLE revision issue)
2. Approaching the Departmental Reps individually while although some mistakes were made it was fixed. This is currently on-going.
3. The CGCU Education Officer had completed their Union Council Rep training (27th Sept) with current academic and well-being reps.
4. Introduction of Union Rep network at FoE Faculty Teaching Committee (FTC) on 24th Sept.
5. At the Faculty Education Committee meeting on the 29th of September, students' concerns on vaccination and self-isolation policies were reported. These were aligned with the college policy (Teaching will be in mixed-mode. Safety measures in place. The College encourages students to be fully vaccinated).

Matters currently in progress:

1. SOLE survey update – The decision of removing the evaluation and feedback related to individual lecturers is causing much debate. Prof Jason Riley is overseeing this matter and will provide updates before next FTC. The issue of transparency and a broken feedback loop with the current system were raised and a student survey regarding this has been prepared and is ready to be sent out.
2. Online Delivery Experience – Work with the Design Engineering department in terms of addressing recording and playback issues is ongoing. This is extra important as some departments such as Design and Mechanical Engineering are having both in-person and remote lecture delivery while others such as Chemical Engineering are almost entirely remote delivery like AY 20-21.
3. Mitigating Circumstances – There is a need to oversee at the faculty level how the mitigation policies work and change for AY 21-22. Also, some departments have a more modern and accessible mitigating circumstances system whereby all mitigating circumstances can be submitted electronically while others are more traditional and require manual processing (Chemical Engineering is notorious for this...). This has the potential to become an accessibility issue if left unchecked.
4. Safety Net Policy - A lot of students were concerned at how the safety net policy for non-first years was implemented in AY 20-21. Many students felt that having a whole academic year impacted by the pandemic was more damaging to their performance. Therefore, from this many felt that having an individual safety net similar to AY 19-20 would have been more appropriate than a cohort wide safety net and that this should be considered in the event that a safety net is required for AY 21-22.

Wellbeing

Aurna Maitra – Wellbeing Chair, Aisha Azlin – Wellbeing Officer

Week beginning: 11th October, 2021

- **Waiting on dep rep elections before making a gc**
- **Pizza/Coffee (5 week gap e.g. week 2 and week 7) @ union**
- **Dog petting (week 9) / ice skating?**

- **Movie night @ imperial cinema/lecture room (week 5)**
- **Online welfare talks (2 online talks – message different societies)**
- **Agony aunt column with office hours – still in the works**

Work already started consists of setting up an “Agony Aunt” column for Felix. The main purpose of the column would be for signposting and giving general advice relating to studies, social and campus life. Readers can anonymously email in regarding their concerns and certain emails may be published (after consent has been given) in the paper. Additionally, “office hours” (one day a week) with the CGCU Welfare Chair will also be available for students every 2 weeks – 15-minute slots will have to be booked in advance for this. Discussions will be informal, mentor-like and will offer an opportunity for CGCU members to have in-person discussions with a fellow student regarding campus/social life and activities. Signposting in the case of issues related to and physical and mental health will also be a key resource offered in these sessions. It will be made clear on the signing up form that issues related to trauma or assault will not be discussed and the best resources for these issues will be outlined in the same.

Plans for this term consist of setting up a free pizza/coffee day on a Wednesday afternoon every 5 weeks (e.g. Week 2 and Week 7 of term). This would give CGCU members the opportunity to meet fellow undergraduates and be able to talk to the committee with any ideas, suggestions and concerns they may have with their studies and work the society is undertaking related to welfare. Additionally, another event we had planned would include renting out the Imperial Cinema or a lecture room for an evening in Week 5 to watch a film.

The main event for this term would be a dog petting session. We aim for this to be towards the end of term (approx. at Week 9) depending on approval as we are aware there may be issues with COVID-19. If this does not get approval, organising an ice-skating trip at the Natural History Museum ice rink with subsidised tickets would be the alternative. As it will be an outdoor event, the risk of COVID-19 would be much lower. We would also like to organise 2 online seminars on wellbeing conducted by societies such as Yoga Society, members of staff or an external speaker.

Alumni

Leah Redmond – Alumni Officer

During the first term, we have been working in close partnership with Peter Chase from the CGCA to ensure the CGCA is supporting the CGCU in the best ways possible. This has led to many new initiatives, including a ‘pizza budget’ for committee meetings and funding to cover a committee team building event in the first term.

The John Elliot bursaries have also been restructured to provide a fairer way of administering them, ensuring they are awarded to those who have contributed exceptionally to the committee rather than those who simply happen to fall into specific roles. A monthly catch-up call has been scheduled between the CGCA and CGCU to ensure these ties get only stronger throughout the year.

Hayley and Leah are additionally looking forward to meeting some alumni in person at the reunion luncheon on Nov 13th. We are extremely grateful to the CGCA for all of their donations. A big thank you!

Finance

This year, as there are no delays due to COVID-19, we submitted our faculty grant application in August, securing £13,850, the highest faculty grant ever in CGCU history. We have also managed to negotiate for increased grant from both the CGCA and OCTrust, further enabling us to improve the engineering student experience.



City & Guilds
College Union

IMPERIAL COLLEGE ENGINEERING STUDENTS' UNION

To Whom It May Concern:

On the behalf of the City & Guilds College Union (CGCU), a subsidiary of Imperial College Union, I would like to put in an application to hire the Guildhall on the 30th of October 2021. We would like to hire the Great Hall and the East & West Crypts, from 14:00 to 23:00. This will be for an event named the 'CGCU Annual Engineering Welcome Dinner'.

The City & Guilds College Union is the engineering student union of Imperial College London, representing over 9400 engineers of Imperial. Our organisation has deep historic ties to the City of London and specifically the City Corporation. Our engineering college was originally established by the City and Guilds of London Institute, itself founded by the City Corporation and 16 Worshipful Companies with the aim of promoting the science of engineering to industry - an aim our members continue to engage with. In celebration of this connection, we have previously held our most important dinners at the Guildhall including for the College Centenary. Furthermore, the union was a long-term participant of the Lord Mayor Show. More recently, the then Lord Mayor opened the City & Guilds Building at which we are based. Our mascot – the Spanner - was first made in 1937 to fit the bolts of the London Bridge.

The event is an annual tradition welcoming the new and returning engineering students of Imperial into the community. This year, we are celebrating 123rd year of the union. We are hoping to once again bring together the engineers of Imperial post-COVID and reigniting the community spirit. The attendees will be engineering students and alumni of Imperial College London.

The contract signing individual will be Sam Lee, the Deputy President of Finance and Services of Imperial College Union. Below are Sam Lee's details, which are the same for the purpose of contacting Imperial College Union:

Email address: dpfs@imperial.ac.uk

Postal address: Prince Consort Rd, South Kensington, London SW7 2BB

Phone number: 020 7594 8060

Please also communicate the decision to the CGCU President, Hayley Wong (engineering.president@imperial.ac.uk).

The registered charity number of Imperial College Union is 1151241.

We would love to host our event at the Guildhall this year and we look forward to hearing back from you.

Yours faithfully,

Allan Lee

CGCU Treasurer