Imperial College Union
Board of Trustees / 26 February 2025

Appointed Student Trustees/Second Student Member of University Council 2025-26

Author(s): Prof Stephen Richardson (Chair)
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Purpose: To approve the proposed interview panel composition for filling the appointed student trustee vacancies and second student on University Council for 25-26
To approve the proposed recruitment timeline

Decision(s): To approve

1. Governance and Process

Appointed Student Trustees

As set out in Byelaw B, up to two Student Trustees shall be appointed to the Board of Trustees. Amandine Beaugé and Monica Jin Yang were appointed for the 2024-25 Academic Year and are due to end their term of office on 31 July 2025. Amandine and Monica are both due to graduate this summer and autumn respectively and are not intending to undertake further study at Imperial nor therefore are they intending to seek reappointment as appointed student trustees.

With Amandine and Monica graduating, and 2 x appointed student trustee vacancies therefore arising, we will run a robust recruitment process to ensure the right candidates are selected to be a part of next year's Board.

We propose to run an internal appointment process which would involves an online campaign for the Student Trustee role, including an ICU Student Trustee candidate pack consisting of:

i. A welcome/introduction letter from the President
ii. ICU Background - mission, values, services we provide
iii. Strategic Plan and Aims
iv. About the role - Board membership and responsibilities, brief description of the subcommittees of Board, required time commitment, expenses, etc.
v. Job Description - purpose of the role, key responsibilities, etc.
vi. How to apply – submission of a CV and answers of no more than two sides of A4 to three situational questions that seek to draw out how the candidate thinks and how they might respond to situations they would be faced with as a trustee.

Second Student Member of University Council

In addition to the Union President (who is an *ex officio* member), in February 2023 Imperial's University Council agreed that a second student member of University Council will be nominated by the ICU from its Board of Trustees; in further conversations with the University, an agreement was arrived at that, as long as we have made every reasonable effort in ensuring the diversity of characteristics of that candidate compared to the President, the ICU Board can select who they think would be best for the role.

Eligibility for this role has therefore for the last two years been restricted to a pool of *nine* incoming student/officer trustees for the upcoming academic year from the ICU Board: the two

Elected Student Trustees, the two Appointed Student Trustees, four Officer Trustees, and the Union Council Chair. This year, we are suggesting to University Council that eligibility for the second student member should not be limited to this pool, but that wider applications from the student body should be welcome as well. We are also proposing to continue with the application/interview/selection procedure (bulleted below) as per previous years. The University Secretary has indicated this this all seems sensible and will be taken to University Council at the end of this month for ratification.

Recruitment Process

i. Receive expressions of interest/applications
ii. A panel of current Trustees interviews the candidates
iii. The successful candidate is then ratified by the ICU Board of Trustees and proposed to the Imperial' Nominations Committee.

2. Timeline

We propose to use the following timeline for appointing the 2 x appointed student trustees and the second student member of University Council: -

End of February 2025	[Provisional brief sent to Marketing & Comms team for feeding in to plans]
Early March 2025	Final pre-campaign preparation for Appointed Student Trustee recruitment: submit candidate pack, application process and website pages to Marketing.
Mid-March 2025	Recruitment Pack goes live on website: application process opens
Mid-April 2025	Closing date for all Appointed Student Trustee applications
End of April 2025	Shortlisting of Appointed Student Trustee Candidates
Early May 2025	Interviews and selection of 2 x Appointed Student Trustee
14 and 15 May 2025	Board/Union Council paper deadlines (respectively)
27 May 2025	Ratification of Student Trustees by Union Council
28 May 2025	Approval of Student Trustees at Board meeting
Late May/early June 2025	<u>Second University Council member</u> i. Receive indications of interests (late May/early June) ii. A panel of current Trustees interviews the candidates (early June) iii. The successful candidate is then ratified by the Board of Trustees by email (mid-June) and proposed to University Council's Nominations Committee (their meeting is 24 June 2025 so the paper deadline will likely be around 17 June)
July – September 2025	Official induction and training to begin for incoming Trustees/student members of University Council

3. Proposed Interview Panel for Appointed Student Trustees/Imperial Council role

Stephen Richardson – Chair
Camille Boutrolle – Union President
A current Student Trustee who is available to make date of interviews
With Clem Jones – acting as panel secretary

Board is asked to approve the proposed recruitment timeline and approve the interview panel composition for filling the appointed student trustees place for 2025-26.