

Guidance

- There are four sections to this report – (1) Roles and Responsibilities, (2) Written Statement (Manifesto) Action Plan, (3) Student Ideas & Policy and (4) Other Student Issues, Meetings or Projects to Note.
- You should write in all four sections, but it is up to you to decide how much you would like to write for each section.
- Your report should be submitted one week before your session. Completed reports should be emailed to Student Voice (studentvoice@guild.bham.ac.uk)
- If you are unable to submit your report on time, please let Jane and Scott know ASAP
- You will have two minutes at the beginning of your meeting slot to provide any further updates verbally

Officer:	Activities and Employability Officer
Date of Panel:	?

Role and Responsibilities

This section is for you to write about any projects you have been working on or meetings you have been to that you think are of particular importance to your remit.

Please feel free to add extra rows if you need to.

Meeting / Project	Outcome For Students
Co-chair Activities Committee and MedSoc Committee	New groups approved, including Friends of Palestine and Star Wars. Enabling student groups to improve and evolve through constitution amendments. Allocating grant money, financially supporting the running of activity which is an integral component of university life.
Editor-in-chief of Redbrick	Ensured that media laws were not contravened in digital articles and their printed newspaper.
Member of the Trustee Board	Opposed unnecessary expenditure

Written Statement (Manifesto) Action Plan

This section is for you to track your progress on your written statement priorities, as outlined in your action plan. The “context” section of the document can remain the same for each Panel.

Please feel free to add extra boxes if you need to.

Written Statement Aim #1	
Supporting and improving student groups	
Context:	There have been clashes in the use of key rooms in the Guild during show weeks and club nights.
Progress:	<p>Clearer room booking guidance established.</p> <p>Explored the possibility of extending Matrix bookable rooms for student groups to include spaces at the Chaplaincy (not just religious groups)</p> <p>Reviewing the Student Groups Governance Policy – trying to reduce the quoracy required at AGMs</p> <p>Highlighted and promoted newly approved societies and societies revived from the ‘Save A Society’ scheme on my social media accounts.</p> <p>Provided feedback on the complaints and incidents reporting and feedback procedures and relevant policies e.g. membership disciplinary and appeals policy</p> <p>Presented at the Student Volunteering Week Celebration</p> <p>Talked to LES and EPS non-Guild affiliated societies about Guild affiliation.</p> <p>Resolved and supported Med School Building issues – e.g. cleaning fees, fire warden training, notice needed to be given for events</p>

Written Statement Aim #2	
Old Joe Pint	
Context:	There would potentially be complications with NUSSL agreements (national organisation where we source products for Joe’s)
Progress:	There will be an Old Joe Cocktail instead, so I have been promised, and it will be brick-coloured.

Written Statement Aim #3	
Context:	Securing additional funding for student groups
Progress:	<p>Secured £150 for each student group that wants to attend a June open day (needing to be present for a minimum of 2 hours). This boost to each group's bank account should help their financial health.</p> <p>Sat on the Alumni Impact Fund panel – shortlisted and on the presentation panel. Provided feedback on how to improve criteria for the following year. Promoted, supported and improved the Alumni Impact Fund – allocated approx. £15.5k of alumni donations to student-led projects</p> <p>UoB Xtra Core Steering Group – secured up to £200 per society for them to be at the Global Expo 2-day event in June.</p>

Student Ideas and Policy

This section is for you to report on progress made on student ideas and policy that you have been allocated from the Guild's decision-making (democratic) process.

You only need to provide updates on your actions.

You can also add ideas or policy as they are submitted throughout the year.

Please feel free to add extra rows to the table if you need to.

You can find a copy of all submitted ideas and policy, including information on who they were allocated to [here](#).

Idea / Policy	Action Taken Since Last Panel
Anti-Racism and Anti-Fascism	Contacted societies and received feedback. Anti-Fascism Policy I believe passed at the All-Student Vote 4
Societies Belief and Commitment	Due to form an action group to then decide if it should be renewed or amended

Other Student Issues, Meetings or Projects to Note:

Issue/Meeting/Project	Context/Updates
Guild Awards	<p>Presented and organised. Selected the performances. Introduced Had strong student feedback and satisfaction rates on this event and discussed how to improve the event for next year (started conversations about the potential for an afterparty).</p> <p>Higher ticket sales than the year before achieved.</p>
Grad Ball Planning	<p>Achieved higher ticket sales than the year before.</p> <p>Filmed social media content, reels often achieving over 20k views.</p> <p>Reviewed and suggested amendments for the Health and Safety Event Manual (included asking for more food vendors and toilets than the year before)</p> <p>Trying to obtain and create clearer guidance surrounding wristband collection</p>
Return of Valefest	<p>Sat 1st June</p> <p>Secured society performances and the opportunity for societies to have stalls at this event.</p> <p>Reviewed and suggested amendments for the Health and Safety Event Manual</p>

Some other groups/committees/responsibilities:

- Good Campus Relations - discussing tension points on campus surrounding various Issues
- Chair of Health & Safety Committee
- Chair of Engagement Committee
- Vice-Chair of Ethical and Environmental Committee
- Birmingham Award Panelist
- Student Entrepreneurship Working Group

- Oversaw and participated In the handling of Complaints and Incidents - These have Involved sensitive controversies, such as sexual assault allegations, transphobia, and protests about the Israeli-Palestinian conflict. Diplomatically mediated discussions and Imposed membership disciplinary sanctions where appropriate.
- Attended the LES College Education Committee as a student representative
- Attended the National Union of Students Conference as a delegate
- Attended the Russell Group Student Unions Manifesto Launch event at the House of Lords
- Part of the team deciding Volunteer and Society of the Month