

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:	Postgraduate Officer – Benjamin Lockley
Date of Panel:	11-12/6/24 (Written 14/5/24)

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
Campus Masterplan Working Group	As the Guild Officer representative on the Campus Masterplan Working Group I have worked to lobby the university to ensure students are at the forefront of its development. In particular I have secured bookable space for student groups within the redevelopment of staff house/university centre and a promise of further consultation on the availability of well needed additional prayer room space on campus.
Student Experience and Engagement Group (SEEG) – Student Surveys	Working with other members of the committee, we coordinated an approach across the university to increase take-up in the Postgraduate Taught Experience Survey (PTES). Including increased Guild-University

	<p>collaboration on social media campaigns and targeted email communications. Preliminary results have shown this to be successful, with uptake rising from 25% in the last round to 42% completion this year. This is good for students as it will give staff a more convincing evidence base from which to push for changes in the master's student experience.</p>
<p>University Senate – Mid -Module Evaluation Surveys</p>	<p>Along with the Education Officer and elected Student Reps, we worked to argue for the continuation of the mid-module evaluation that was brought back across the whole institution this academic year. After a successful 50% take-up in Semester 1 we were able to support student reps to make changes to teaching and education in real time while modules were still progressing. We used our platform in Senate to push for this pilot to continue as the most effective way to give every student a voice while they are still completing their degree. Against the opposition of some teaching staff, this was then approved by Senate overall.</p>

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	
Deliver an earlier than ever release of student timetables	
Context:	For students having their timetables well before the start of term is essential to good academic preparation and being able to arrange part time jobs around their degree.
Progress:	Continuing to work on the university's main timetabling management group with the Education Officer, we successfully monitored the earliest every release of student timetables here at Birmingham, in both semester one and two. There are no further updates on this aim for this report.

Written Statement Aim #2

Continue to increase the number of postgraduate socials	
Context:	In the PTES and PRES surveys, the number one issue impacting postgrads continually flags as being those of community and making friends on campus. Resolving this is a key priority for the Guild and University Graduate School.
Progress:	I have again continued to work with the International Officer to secure permanent funding for the events we established last year. Building on the child friendly, freshers, Halloween and Christmas themed socials we hosted with good attendance prior to the writing of my last report. We also hosted a busy Spring social and are planning another Summer Party Social to fit in around the post-exam period. All of these events feature free food and opportunities for students to network and make friends. I am working with the Student Voice team to ensure the new members of staff they are currently hiring, have the knowledge and ability to continue these socials after the conclusion of my term.

Written Statement Aim #3	
Context:	PG Widening Participation
Progress:	As mentioned in previous reports, earlier this year I was able to secure £250,000 in university funding for a brand-new masters widening participation scheme. This scheme aimed support students from underrepresented backgrounds with a £3000 scholarship. I am pleased to report that I was on the panel that set the criteria and awarded the funding on the 14/5/34, and that students will begin receiving the grants starting in September. It was heartening to read in so many applications of the difference this will make to the successful students.

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
<i>No new ideas/policies have been allocated to me through the democratic structure at the time of writing this report</i>	

Other Student Issues, Meetings or Projects to Note:

Issue/Meeting/Project	Context/Updates
Handover	Following the Officer Elections in March I began the process of handover with my successor. I have had one meeting with them to access what foundational work can put in now to help them deliver their manifesto. As well as starting to work on my official handover document.
NUS Conference	I was honoured to represent the Guild at the annual NUS conference as part of our delegation. It was great but concerning to meet with other officers and discuss the implications of the current crisis in higher education funding and the implications for students. We worked to ensure the NUS is ready with sound policy to lobby any incoming Labour government following the general election.
Marks Out of Tenancy Relaunch Project Work	Last year as part of my manifesto at the time, I launched the Marks Out of Tenancy project, to help students in tackling their dodgy landlords in Selly Oak by ranking them on a publicly available platform. Working with the Welfare and Community Officer, we recently relaunched the project with £50 voucher incentives for students taking part and social media promotion. We can see from monitoring the platform that our efforts have had a positive effect in

	increasing the number of reviewed properties within the Selly Oak area.
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