

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 Rozena (r.nadeem@guild.bham.ac.uk) and Scott (s.dawson@guild.bham.ac.uk)
- If you are unable to submit your report on time, please let Rozena and Scott know ASAP
- You will have two minutes at the beginning of your meeting slot to provide any further updates verbally

Officer:	Ness Chigariro – Education Officer
Date of Panel:	4 th November 2022

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.

Meeting / Project	Outcome For Students
Assessment and Feedback	<p>The University is keen to restructure how we assess and the quality (and the amount of time it takes to receive) of feedback that is provided.</p> <p>Myself and the PGO, attend and actively contribute to these committees/ meetings/ away-days, to ensure that the solutions presented are best and most reflective of what students need/what.</p>
Timetabling	<p>The PGO and I, both sit in a timetabling committee around once a week, as students who have been at the university for almost half a decade, we actively relay the greatest concerns and issues that students face and</p>

	positively contributed to how the timetable has been managed this academic year.
TEF - Teaching Excellence Framework	As the student contact for the TEF submission, I am working hard with the Guild, to ensure that we (the student body) are accurately reflected and represented.
SRSAB – Student Representation Systems Advisory Board	I co-chair this Guild and University board meeting, which helps ensure that students feel accurately represented academically

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.

Written Statement Aim #1	
<i>I plan to work hard this year to ensure that all students feel academically included despite their race, gender and ethnicity.</i>	
Context:	<p>As a result of my manifesto and my priorities, I have been focused on building a sense of community and breaking down barriers that can cause students to feel excluded.</p> <p>In these first few months of my role, I have</p> <ul style="list-style-type: none"> • Worked on delivering a society voucher to all freshers (Both undergraduate and postgraduate) to help break down potential financial or discouragement in joining groups/societies • Hosted the Guild’s first EDI (Equality Diversity & Inclusion) Townhall, which was a safe space for students to come and discuss/ chat about challenges that they may be facing, factors that might cause them to feel at a distance from the University/Guild and solutions/campaigns that could help • Worked with the Ethnic Minorities Officer and the Black Voices Student Co-ordinator to help create a series of videos and events for Black History Month
Progress:	<ul style="list-style-type: none"> • In order to deliver a society voucher to every Fresher, every single academic year a substantial amount of funding would be required to subsidize the finances for the relevant societies. As a result, it was crucial that I negotiated with the University, to agree that a pilot was required in order to determine whether there was a need and real benefit for such an initiative. It was decided to go with the BIA as a small enough but suitable, trial group of students. <p>Action: I am in the process of planning a BIA Battle – International Quiz in the Guild next month, with food and, a till set up, to allow students to join a society of their choice (Up to £5). Depending on the uptake, the university has provisionally agreed to fund this annually for all freshers.</p> <ul style="list-style-type: none"> • The first EDI Townhall hall was hosted on Thursday the 20th of October. I co-ran this event with the WCO, and we worked extremely hard on the planning, topic preparation and ensuring

	<p>the event was a success, through the support of the rest of the team, especially via social media and attending the event. We sent out invitations to all associations directly, however, the event was targeted to all students, who wanted the space to talk.</p> <p>Action: The event was not great quantitatively, however it was extremely successful qualitatively. There was great discussion, and attendees felt safe and comfortable to open up about talk about concerns they had that affected their well-being and subsequently their academic and social lives. After the event, the sticky notes with key points were drawn up into a document and we allocated the issues to the relevant parties, e.g. the University/Guild/UoBsports etc.</p> <p>We plan to build on this Townhall, to ensure that the next one, February, will be slightly better attended, however sure that the quality of the conversations remains as high.</p> <ul style="list-style-type: none"> Unfortunately, BHM falls right at the beginning of the semester, after the PTO training and Welcome Week, as a result, it is often hard to get as many events/ videos into the month as we would like. However, we are hosting a poetry slam on the 28th of October in celebration of BHM, which aims to provide an opportunity for students to perform and share ideas on what it means to be black; highlighting the different food, cultures, hair etc. Along with this, we recorded a series of videos for a Guild Instagram takeover, which showcased 8 inspirational and iconic black icons. <p>Actions: To ensure that BHM, receives all the support it requires ahead of the month, I am working with the EMO on content/ events for the next academic year, with the intention that the next EMO will do the same, creating a rolling-over effect.</p>
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Written Statement Aim #2	
<i>Ensuring that all students, as individuals, Colleges, cohorts and as the University student body, have a loud voice, through strengthening the Student Rep Scheme.</i>	
Context:	Data from a student voice and other surveys shows that, many students know who/ what the student representative are. However, very few, actually use the scheme.
Progress:	<p>I am currently working with the Voice Team to on creating systems to help improve the reward and recognition for the reps, helping them shape themselves into real leaders this includes:</p> <ul style="list-style-type: none"> Working on getting Lanyards, and potentially hoodies/ t-shirts for the reps, to help them feel more confident in their roles and

	<p>responsibilities, and helping students easily identify who their reps are.</p> <ul style="list-style-type: none"> • I am also working on developing a rep “All-rounder leadership framework”, which allows reps to develop clear transferable skills, which they can monitor and put directly on their CVs and use during interviews, as an almost informal accreditation. This is still in the development phase, as we decided it would be best if perfected this for next academic year. • Myself and the PGO are organising Reps socials, which will help the college reps and ourselves identify common issues (both positive and negative) and work on the appropriately, in a fun environment.
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Written Statement Aim #3	
<i>Enforcing strict deadline bunching rules, along with University-wide consistencies regarding reading weeks etc.</i>	
Context:	It is evident that students are feeling concerned about how assessment and feedback is delivered at the university.
Progress:	Along with sitting in various A&F meetings, both the PGO and I, have set up meetings with each college's Directors of Education and Operations, and Pro-vice Chancellor, along with the PVC of Education. In these conversations, we represent the student body and discuss their approach to matters such as A&F, which we intend to relay back to the reps and the wider university in monthly updates, which focuses on two of my manifesto points <i>"Establishing transparency between the university and their decisions"</i> and <i>"Continue to communicate academic advice and best practise throughout each of the six colleges."</i>

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.

Idea / Policy	Action Taken Since Last Panel
<p>The university should have online exams for all courses</p>	<p>Allocated from previous officer</p> <p>Most courses that can move to online examinations, within the requirements of the course, have (24-hour exams etc).</p> <p>There are operational reasons behind why not all exams can be online (Fair accessibility for students, cheating, issues such as Wi-Fi crashing and late submissions, along with examinations becoming harder to compensate for potential cheating)</p> <p>PGO and I, are working with the PVC of Education on introducing in-person, open-book examinations which will both mitigate the issues above and allow for more fair testing and examination.</p>
<p>The University Should Open More Halls During the Weekend</p>	<p>Allocated from previous officer:</p> <p>I recently had a meeting with the Director of Estates and Library services. We have updated the campus study spaces map, which shows where the late night/ weekend study space are, and I recently shared this on my social media. Once these spaces, start to become more utilized, they are happy to continue conversations about opening up more spaces / rearranging current spaces</p>

Other Student Issues, Meetings or Projects to Note:

As we are only at the beginning of the academic year, I have not received many student issues, that require a project/ meetings yet. However, we are still in the process of compiling the data from the EDI Townhall and soon from the Reps socials, from which new projects and campaigns will be developed.