

## 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](mailto: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

<b>Officer:</b>	Tianjie Liu (Alice), International Officer
<b>Date of Panel:</b>	Feb, 2024

## 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
University Council Meeting	<ol style="list-style-type: none"> <li>1. International students' experience: 'where to ask for help and who can help me' is not always clear (it's good to improve the course handbooks); students who have questions could be in panic; and it's important for university departments and tutors to establish the trust.</li> <li>2. Student experience on Dubai campus should always be considered when we talk about student experience.</li> <li>3. Asked for students (foundation year students) in Birmingham International Academy in Priorsfield to be considered in the campus plan</li> </ol>

	<p><b>Update:</b></p> <ol style="list-style-type: none"> <li>1. Asked about the practical application for Freedom of Speech and the University's Code of Conduct on oversea campuses.</li> <li>2. Asked about how does the University value the international students on campus despite the hostile political environment etc., and University has reinforced that the support for international students is still in place.</li> <li>3. Asked for the feedback of international students in NSS and other research to be presented on council (currently not shown), but this point was not received well on council (had a follow up meeting with the Academic Registrar and was told that the data will be looked at and analysed this year.)</li> </ol>
<p>Pro-vice Chancellor (International) 1-1</p>	<ol style="list-style-type: none"> <li>1. International Student Team and communication (clearer information for students): Alice will continue having meetings with International Student Team on their potential rebranding and better communication with students with the support of PVC International.</li> <li>2. Talked about financial support for students on international mobility opportunities and mobility opportunities to Dubai campus</li> <li>3. Crossing Point outside Birmingham International Academy (University Executive Board has committed to support this).</li> </ol> <p><b>Update:</b></p> <ol style="list-style-type: none"> <li>1. Received update about that Turing funding will be able to cover mobility to Dubai campus for applicants next year.</li> <li>2. Asked about University's membership of UKCISA and for the International Students' charter to be considered in the University's Student Charter</li> <li>2. Asked whether the University would think about providing Guarantor Scheme for international students (had a follow up meeting with the responsible university accommodation staff and was told that they are reviewing the partnership with new third party.)</li> <li>3. Presented my research about Russel Group Universities' visa advice departments to talk about 'renaming the International Student Team' (had a follow up meeting with the Academic Registrar. )</li> </ol>

<p>International Student Team regular meeting</p>	<ol style="list-style-type: none"> <li>1. Right to work, working hours clarification and communication support to international students who are on student visas (a website will be updated on this with some Q&amp;As)</li> <li>2. The return process of international students who are on a leave of absence information to be clear on the website</li> <li>3. Attending graduation ceremony in December in the UK information for students who are on an authorised absence and went back to home country</li> <li>4. Right to rent information for international students including shorter-term exchange students</li> </ol> <p><b>Update:</b></p> <ol style="list-style-type: none"> <li>1. A very detailed Right to Rent website page for International students has been updated</li> <li>2. Students' cases about University's confirmation to Home Office to facilitate the Graduate Route Visa application (confidential)</li> <li>3. Summer UoB Extra period attendance announcement (was told that the University does not plan to do any new announcement but encourages colleges to do their own communications)</li> </ol>
<p>University Education Committee Meeting</p>	<p>Academic calendar change and visa compliance: international students who are on student visas are required to check -in during term-time, including the three-week at the end of the second semester when students won't have any lectures – raised this again and asked University's arrangement.</p> <p><b>Update:</b> Following the discussion of the Awarding gap on the Education Committee I met with University Senior staff in Law School to talk about international students' academic experience.</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	
Inclusive opportunities/information for students	
Context:	<p>For students, especially international students, it's not easy to catch up with what's going on in the university and at the Guild. I would like to encourage more students, especially international students to join student groups, sports clubs, to apply to student reps, volunteer roles and part-time jobs, and study abroad opportunities.</p>
Progress:	<ol style="list-style-type: none"> <li>1. Delivered 12 presentations and speech to international students in Welcome Week, introducing the Guild, societies and encouraging students to run in the Autumn Elections</li> <li>2. Replied to students' emails and messages in 2 work days with clear information</li> <li>3. Working on a range of communication content (videos, written advice, a Guide and Housing Podcast) for international students with C&amp;M Team at the Guild and the University</li> <li>4. Sending for-nightly emails to international students with useful information; Doubled the followers on Instagram (@Guild_International) and actively post information and activities</li> <li>5. Helped some societies including ISA (International Students Association), Japan Society, CSSA (Chinese Students and Scholars Association), Ukrainian Society, Exchange Society, and Debating Society</li> <li>6. Year Abroad Application Stalls at the Guild Reception from 6<sup>th</sup> November to 10<sup>th</sup> November with University Year Abroad Team and students who have just finished their year abroad.</li> </ol> <p><b>Update:</b></p> <ol style="list-style-type: none"> <li>1. Secured the Go Global Summer Fair at the Guild Debating Hall</li> <li>2. Delivered 3 inductions and welcome events for students in BIA and incoming exchange students</li> <li>3. Working with University and Guild C&amp;M team on videos and pieces about Guild Officer Elections and surveys such as NSS, PTES</li> <li>4. Helping societies such as Ukrainian Society to plan their future events and advertised societies' events actively on my channels, also advertised 'save a society'.</li> <li>5. For-nightly emails to all the international students with lots of information</li> </ol>

Written Statement Aim #2
Have stronger representation for international students and students in Dubai

Context:	I would like to try my best to let international students' voice and students on Dubai campus to be heard, and let International Officer have strong representation based on student life and student experience.
Progress:	<ol style="list-style-type: none"> <li>1. Talked to students every week during activities and "Talk to Alice" drop-in sessions</li> <li>2. Actively encouraged students to vote in Referendum and All Students Vote</li> <li>3. Joined Dubai student leaders' training to do induction and had the first Dubai Student Forum in the academic year</li> <li>4. Had Working Hours Campaign with President</li> <li>5. Representing international students in a range of meetings indifferent occasions and writing monthly update on Social Media</li> </ol> <p><b>Update:</b></p> <ol style="list-style-type: none"> <li>1. Carrying on the 'Talk to Alice' drop-ins in weeks when I don't have events going on</li> <li>2. Collecting student feedback via different channels in different languages</li> <li>3. Still having the conversation on working hours</li> <li>4. Worked with Officers in different Student Unions on a letter to local MPs about international students' rights and wellbeing in this 'hostile' environment</li> <li>5. Invited the Leaders in Dubai Student Association to Guild Officer Group meeting and the meeting went well</li> <li>6. Representing international students in the meetings and asking how University collects international students' feedback.</li> </ol>

<b>Written Statement Aim #3</b>	
Social activities, Language and cultural interaction opportunities	
Context:	I would like our students (all the students, not only international students) to have more safe, accessible opportunities to exchange language skills and cultural knowledge with other students, to make more friends and to have good experience.
Progress:	<ol style="list-style-type: none"> <li>1. High turn-out and positive engagement in Welcome Week International Student Mixer, 'Late-arrival' International Student Mixer and International Students &amp; Postgraduate Students' Halloween Party</li> <li>2. Hosted successful Language Cafe September and Language Cafe October, Planning for Language Cafe December, January and February</li> <li>3. Movie Night on 23<sup>rd</sup> November</li> <li>4. One World Celebration and Chinese New Year Celebration preparation with Groups department and relevant societies</li> <li>5. Planning for the new Global Buddies Scheme</li> </ol>

	<p><b>Update:</b></p> <ol style="list-style-type: none"> <li>1. Movie Night on the 23<sup>rd</sup> November had about 60 students turned up.</li> <li>2. Language Café Christmas, Language Café January and Language Café Valentine’s day went well</li> <li>3. Supported University’s New Year Concert and CSSA’s CNY Concert, and a range of themed activities in the period, decorated the Guild reception</li> <li>4. Supported the Langar on Campus</li> <li>5. Planning for incoming events including the socials and Language Cafés</li> <li>6. Worked with the Group Department and the University on ‘Global expo’ for UoB Extra period.</li> </ol>
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**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
Increase the University’s internal working cap of 15 hours/week to 20 hours/week.	Worklink has confirmed that this can be done. An item around this will be taken to UEB in March.

**Other Student Issues, Meetings or Projects to Note:**

Issue/Meeting/Project	Context/Updates

<p>Students' Safety</p>	<p>1. Avoiding Scams information update and Cyber-Safety Campaign with Guild departments and University Community Safety Hub  2. Directed and accompanied some international students who experienced scams and properties losses to the Safety Hub  3. Worked on road safety outside Priorsfield with Birmingham International Academy, Birmingham City Council and University management team (a crossing point secured)</p> <p><b>Update:</b>  Helped some students who have been through the scams to report that to police, and directed them to the Community Safety Hub</p>
<p>Mental Health of International Students</p>	<p>1. Directed international students who experienced mental health difficulties to adequate help (Guild Advice, Well-being Officers and GP)  2. Chatted with some international students in-person and provided emotional support  3. Helped some students to make new friends in a safe environment</p> <p><b>Update:</b>  This is still something I am working on</p>
<p>Cost of Living</p>	<p>Worked with other officers on 'Cost of Living support' to students, advertised the hardship fund, Pantry Breakfast and Community Pantry.</p>
<p><b>Update:</b> Regular meeting with Director of Operations in Birmingham International Academy (BIA)</p>	<p>Apart from BIA, the director also carries on other responsibility in wider University such as Mobility (Year Abroad outgoing) and international student experience:  1. Talked about the entry standards of foundation courses and was reassured that the University works with the foundation agents to apply the same entry requirements for international students  2. Talked about international student experience and emphasized the Cost of Living part using data about the percentage of international students who access the CoL measures; and asked about how does the university collect international student feedback</p>

