

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:	Tianjie Liu (Alice), International Officer
Date of Panel:	28 th November, 2023

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"> 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. 2. Student experience on Dubai campus should always be considered when we talk about student experience. 3. Asked for students (foundation year students) in Birmingham International Academy in Priorsfield to be considered in the campus plan

<p>Pro-vice Chancellor (International) 1-1</p>	<ol style="list-style-type: none"> 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. 2. Talked about financial support for students on international mobility opportunities and mobility opportunities to Dubai campus 3. Crossing Point outside Birmingham International Academy (University Executive Board has committed to support this).
<p>International Student Team regular meeting</p>	<ol style="list-style-type: none"> 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&As) 2. The return process of international students who are on a leave of absence information to be clear on the website 3. Attending graduation ceremony in December in the UK information for students who are on an authorised absence and went back to home country 4. Right to rent information for international students including shorter-term exchange students
<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>

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: 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.

- Progress:**
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
 2. Replied to students' emails and messages in 2 work days with clear information
 3. Working on a range of communication content (videos, written advice, a Guide and Housing Podcast) for international students with C&M Team at the Guild and the University
 4. Sending for-nightly emails to international students with useful information; Doubled the followers on Instagram (@Guild_International) and actively post information and activities
 5. Helped some societies including ISA (International Students Association), Japan Society, CSSA (Chinese Students and Scholars Association), Ukrainian Society, Exchange Society, and Debating Society
 6. Year Abroad Application Stalls at the Guild Reception from 6th November to 10th November with University Year Abroad Team and students who have just finished their year abroad.

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:**
1. Talked to students every week during activities and "Talk to Alice" drop-in sessions
 2. Actively encouraged students to vote in Referendum and All Students Vote
 3. Joined Dubai student leaders' training to do induction and had the first Dubai Student Forum in the academic year
 4. Had Working Hours Campaign with President
 5. Representing international students in a range of meetings indifferent occasions and writing monthly update on Social Media

Written Statement Aim #3	
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"> 1. High turn-out and positive engagement in Welcome Week International Student Mixer, 'Late-arrival' International Student Mixer and International Students & Postgraduate Students' Halloween Party 2. Hosted successful Language Cafe September and Language Cafe October, Planning for Language Cafe December, January and February 3. Movie Night on 23rd November 4. One World Celebration and Chinese New Year Celebration preparation with Groups department and relevant societies 5. Planning for the new Global Buddies Scheme

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
N/A	

Other Student Issues, Meetings or Projects to Note:

Issue/Meeting/Project	Context/Updates
Students' Safety	<ol style="list-style-type: none"> 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)
Mental Health of International Students	<ol style="list-style-type: none"> 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
Cost of Living	Worked with other officers on 'Cost of Living support' to students, advertised the hardship fund, Pantry Breakfast and Community Pantry.