

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:	5/3/24 (Written 26/2/24)

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
Elections Working Group	As second year, and therefore term-limited, officers, the International Officer and I were asked to serve on the Guild elections working group, representing students in the planning and execution of the 2024 officer elections. On this group I pushed for clearer information for candidates, and improved and better planned incentives for students who do vote – with the aim of an increased turnout and greater student participation.
Student Access, Progress & Inclusion Committee (SAPIC) – Gained support for WP PG scholarship	As one of the two Guild Officers that sit on the University main widening participation committee, SAPSIC, I used my position to draft and submit a paper which highlighted the superior masters scholarship offer

	available at similar universities in the UK. This was supported by research conducted by the Guild's student voice team, and prompted discussion on the hardship faced by masters students from working class backgrounds at senior levels of the university.
University Quality Assurance Committee (UQAC) – late returns of feedback & awarding gap	Working with the Education Officer, we used our positions on the university's most senior quality assurance committee, to scrutinise the annual review plans submitted from every school in the university. We mainly raised issues around awarding gaps between different groups of students and what measures were being put in place to try and mitigate these and other disparities. As well as scrutinising areas with late returns of feedback to students, which is something we have continued to lobby on from last year. We were pleased to see a reduction in the instances of late returns of feedback in semester, in all five colleges across the university, when compared with last year.

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.

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, and Halloween themed socials we hosted with good attendance prior to the writing of my last report. We also hosted a busy Christmas social and are planning another to fit in around the Easter period. All of these events feature free food and opportunities for students to network and make friends. I have also personally helped graduate school scholars find space for their socials and events in the Guild.

Written Statement Aim #3	
Context:	PG Widening Participation
Progress:	I am very proud to have secured £250,000 in university funding for a brand-new masters widening participation scheme. This scheme will support students from underrepresented backgrounds with a £3000 scholarship. The first 50 scholarships are currently open for applications for entry this September, and I have been working hard to promote them – including in an email to every single undergraduate finalist to advertise the scheme. Pending the allocation of the scholarship this completes this manifesto point.

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 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
Graduation ceremonies	I was honoured to represent the Guild, and all current students as their representative, at the postgraduate graduations in December. We continued to support students in need through promotion of the Guild's graduation hardship fund through December. Ensuring every postgraduate (& UG) student that wished to was able to celebrate their achievements.
Reclaim the Night	I served as a member of the working group to re-start the annual Reclaim The Night march and rally, along with the Welfare and Sports officers. We organised guest speakers and held banner making sessions. It was a privilege to hear several inspirational student speakers and to support the events return following a gap of years.
All Party Parliamentary Group for Students, meeting on student housing	In February I attended a meeting in parliament, facilitated by the NUS, with the cross-party group of MPs and peers that take an interest in advocacy for students. The topic of the meeting was student housing, which has a particular significance for students with a crisis in many cities with large student populations. The debate focussed around the renter's reform bill currently going through parliament, and how it will

	impact the cycle of the student rental market.
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