

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:	Benjamin Lockley, Postgraduate Officer
Date of Panel:	2/11/22

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
UCU Strike statement	Have taken the lead on meeting Birmingham UCU branch committee, as well as other national staff, including their Postgraduate Teaching Assistant lead. Drafted the Guild's statement internally and lobbied for our position in favour of the strikes to be maintained in line with last year's referendum result. Delivered statement on the day of the strike ballot result, ensuring clarity for students on our position when compared with previous years.
DAMSA Response coordination	Attended the DAMSA protest at the start of October, represented the Guild team there, took notes on their suggestions and issues,

	took some immediate action, as well as coordinating and authoring the final response to DAMSA on behalf of the team – detailing what we had done and what we were working on.
Matching the UKRI Stipend Increase	Lobbied in successive 121 meetings with university stakeholders, as well as in Graduate Research board, for UoB to match the UKRI stipend increase for researchers. Used evidence from across the sector and evidence of student hardship to successfully argue for the uplift, which totalled around 10% for UoB funded research students.

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	
<p>Work to establish a bespoke structure for a PG Officer led ‘PG Society’. Restart the PG ball and regular socials Postgraduate buddy Scheme.</p>	
Context:	The PG society collapsed over Covid, and there was a general lack of PG community on campus.
Progress:	PG society has been re-established with over 300 sign ups at societies fair, 4 welcome socials were held with free refreshments, with over 500 students attending over all events. The PG buddy scheme has launched and will be advertised to a greater extent soon. I’ve been working closely with the graduate school to plan events – a date and time for a winter social has been set, and I’ll be meeting with venues shortly to start presenting the idea for the return of the PG ball at the Guild.

Written Statement Aim #2

Establish an action to make the Guild a 'Real Living Wage' employer within an established time frame.	
Context:	Despite the campaigns of students over many years, the Guild has no plan to become a real living wage employer, which would better reflect the organisation's aims and values.
Progress:	I have met with the Finance team and worked with them on developing an actionable living wage plan, that can be put by the officer team to the all student vote next month. I am planning a campaign around this to ensure a high turnout and once the idea is passed I will present it to trustee board for implementation within 5 years.

Written Statement Aim #3	
Context:	Establish a dedicated PG space within the Guild. Establish a PG hub on the Guild Website.
Progress:	Have met with Director of Engagement and the Facilities Manager on the proposal for a PG space within the Guild, and am working on writing a proposal. I'm working closely with the comms team to develop the content for the PG webpage, making sure it is easily accessible. This is projected to be online by Christmas.

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.

Idea / Policy	Action Taken Since Last Panel
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<p>More PG Networking Activity</p>	<p>Launched PG society with 4 social events so far with large turnouts, in addition to this I have been working with careers network to develop and advertise their employer's' fairs throughout the year.</p>
<p>Silence in the Library and messy PGR research lounge</p>	<p>Worked with Library Services to introduce confidence training among library staff on tackling noisy and disruptive groups of students. They are also looking into more regular daily cleaning provision of the shared kitchen area within the lounge.</p>
<p>Student came to me complaining of PHD progression fees being unfairly and arbitrarily £350 for many students who didn't start their PHDs in September.</p>	<p>I lobbied on these students' behalf, with both the Director of Postgraduate Research, and the Assistant Director of Student Administration, and got the fees reduced to £200 across the University. The students who initially raised the issue were offered goodwill refunds which I coordinated.</p>

Other Student Issues, Meetings or Projects to Note:

<p>Issue/Meeting/Project</p>	<p>Context/Updates</p>
<p>Students came to me asking for mature student socials.</p>	<p>Have organised a social with free food, and worked with comms on advertising, for an event on November 10th.</p>
<p>Students completing a module at the university on SU elections, cannot access our election results as we do not publish permanently.</p>	<p>Have lobbied and brought this up with the student voice manager and comms team, waiting for staff time for implementation.</p>
<p>Withdrawal of in-person provision cohort complaint.</p>	<p>Took up the cause of a cohort of part time students, whose course was being moved completely online with no consolation, worked with senior Uni staff, the Education Officer, and met with the School's Head of Education, to successfully reverse the change. Following this we then fed back to the students concerned.</p>