

## Guidance

- Your report should be 1000 words or fewer. You should write in all three sections, but it is up to you to decide how much weight to give each section.
- Your report should be submitted one week before the date of each Scrutiny Panel. Completed reports should be emailed to [r.nadeem@guild.bham.ac.uk](mailto:r.nadeem@guild.bham.ac.uk) or [l.gill@guild.bham.ac.uk](mailto:l.gill@guild.bham.ac.uk)
- You will have two minutes at the beginning of each Scrutiny Panel meeting to supplement your report with a verbal update.

Officer:	Jules Singh- Education Officer
Date of panel:	19/01/22

## Written Statement 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	
<b>Increase Guild Transparency</b>	
Context:	<ul style="list-style-type: none"> <li>• Consult students on what services they want to see their Guild provide.</li> <li>• Raise awareness of the work Guild Officers do</li> </ul>
Progress:	<ul style="list-style-type: none"> <li>• Successful Welcome Week held with follow up 'officer surgery' the next week with sweets and board games.</li> <li>• Engaging social media content has been created with the aim of continuing this throughout the academic year.</li> <li>• Democratic system to be promoted when committees are elected.</li> <li>• Pulse Survey released with 3,465 students responding</li> <li>• Monthly forums with University colleagues held</li> <li>• Guild Elections held with support provided and content filmed</li> <li>• Early considerations of democracy review in talks and handover.</li> </ul>

**Written Statement Aim #2**

**Improve University Communications**

Context:	<ul style="list-style-type: none"> <li>• Evaluate how students want to receive information on timetables and teaching</li> <li>• Improve communications between schools for joint honours students</li> </ul>
Progress:	<ul style="list-style-type: none"> <li>• Co-designed a page with the University with student-facing information on <a href="#">Timetabling</a></li> <li>• New approach to timetabling under development to make module choice significantly easier</li> <li>• Working with University on delivering action from student voice report that will improve the student experience of assessment and feedback             <ul style="list-style-type: none"> <li>◦ <b>Update:</b> Invitation to University away day extended and involvement on ongoing project being delivered</li> </ul> </li> <li>• Sitting on steering group for ProFF- University project that will improve student experience for joint honours</li> <li>• Revamped Student Charter in early discussions</li> <li>• Student Surveys review group to begin</li> <li>• Regular impact report in conjunction with Guild to be set up (email to students with updates on successful projects)</li> </ul>

**Written Statement Aim #3**

**Reform Extenuating Circumstances Processes**

Context:	<ul style="list-style-type: none"> <li>• Standardize processes across Schools and Colleges</li> <li>• Include student consultation on improving EC's and RAP's</li> </ul>
Progress:	<ul style="list-style-type: none"> <li>• Reformed EC and Extension process due to launch in Semester Two             <ul style="list-style-type: none"> <li>◦ <b>Update:</b> Delayed until Summer</li> </ul> </li> <li>• Successfully lobbied to continue 5-day extension without evidence policy</li> <li>• Updated page on EC process due to launch with video content             <ul style="list-style-type: none"> <li>◦ <b>Update:</b> <a href="#">Launched</a></li> </ul> </li> <li>• Lobbying the University to drop 'Inclusive by design' approach to implementation of RAP's. Student consultation expected.</li> </ul>

Written Statement Aim #4	
<b>Develop Inclusivity and Accessibility</b>	
Context:	<ul style="list-style-type: none"> <li>• Review existing awarding gaps and how they can be reduced</li> <li>• Work with part-time officers on improving the academic experience for marginalized groups</li> </ul>
Progress:	<ul style="list-style-type: none"> <li>• Policy proposal being written to adopt universal University usage of the term 'awarding gaps' instead of attainment gaps <ul style="list-style-type: none"> <li>○ <b>Update:</b> University have agreed to formally adopt term 'Awarding Gap'</li> </ul> </li> <li>• Successfully expanded pronouns on canvas to include he/they and she/they with TO</li> <li>• Working with WCO to lobby for a mandatory consent module <ul style="list-style-type: none"> <li>○ <b>Canvas module launched.</b> Work ongoing with Reclaim Campus to improve site and make mandatory</li> <li>○ <b>Update:</b> Following feedback from students the module has been removed and the WCO and I have lobbied for a third party provider to design a replacement</li> </ul> </li> <li>• Disabled Students Commission launched with working group being set up to turn recommendations to policy and practice</li> <li>• Working with Library Services on adding a Location function to Findit in aid of decolonizing the curriculum</li> <li>• Worked with Library services to promote the 'MoreBooks' service to diversify their collections</li> <li>• Held an interactive session on climate change in conjunction with the Black Voices campaign.</li> </ul>

## 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
Regulation 8	Expanded jurisdiction for misconduct cases to be investigated
Guild Hardship Fund Top-up	Assisting students in financial difficulties
Article 26 expansion	More refugee scholarships <b>Update:</b> Increased from 1 to 5 per year

Zoom Zone	A quiet space in the Guild to access Zoom/online meetings <b>Update:</b> Zoom Zone launched
Rep Recruitment	930+ student reps recruited to represent students on courses <b>Update:</b> Now 1000+
Definition of a 'Friend'	Guild Advice staff being able to attend Misconduct meetings with students

## Ideas and policy

This section is for you to report on progress made to ideas and Guild policy that you have been mandated to work on. You only need to update your actions taken. You can also add ideas or policy as they are passed through the year.

Idea / policy	Action taken since last Panel
Solidarity with the Uyghur people: stop the genocide	Idea passed by All Student Vote
Main Library Announcement Bell	Informed Library Services and action promised

## Other student issues, meetings or projects to note:

- Facilitated a campaign in December to lobby the University to move in-person exams online after student consultation suggested the shift was desired.
- Identifying the future of Commuter Students and how they're represented/supported
- A successful Guild Elections where, in the absence of the President due to their candidacy, I supported the student voice team