

## 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](mailto:r.nadeem@guild.bham.ac.uk)) and Scott ([s.dawson@guild.bham.ac.uk](mailto: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

<b>Officer:</b>	Tianjie Liu (Alice)_International Officer
<b>Date of Panel:</b>	02/11/2022

## 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	Better student services: international students experience and international student's wellbeing
PVC 1-1	Very productive. Try to improve the services and capacity of International Student Team to reduce students' visa issues or give better responses to students; Try to improve incoming exchange students' experience (some of them were put in the wrong colleges/schools at the beginning); Student safety issues.

EDI Taskforce	EDI policy: to improve food diversity on campus, including more types of food, hot food, places to heat food
University Communication Steering Group	Information Inclusivity: University WeChat Account and articles to let students have equal access to information.

## 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	
Welcome session to International Students and exchange students	
Context:	To make students feel welcomed and feel part of the university community
Progress:	<p>Welcome induction sessions for Birmingham International Academy (pre-sessional courses students and foundation year students, different colleges and year abroad students);</p> <p>Helped on design and prepare the International Welcome Celebration and did a speech;</p> <p>Guild International Welcome Social;</p> <p>Supported other welcome events at university and Guild.</p>

Written Statement Aim #2	
Clearer information delivery (Inclusivity)	
Context:	To help students to know what events are happening on campus/ at guild; what services are there in the university and who to contact when students need help.
Progress:	<p>Went to campus to invite students to the activities directly;</p> <p>Stories (a lot) and posts on main social medias (Instagram, Facebook and Twitter);</p>

	<p>Working on new social medias such as WeChat and Weibo, including WeChat Article, WeChat Group and Weibo post;</p> <p>Worked on a guide about fun things to do in Birmingham;</p> <p>I reply to students' queries quickly with very clear instructions about what to do/who to contact;</p>
--	---

Written Statement Aim #3	
Engagement to societies and community welfare	
Context:	To encourage students to join societies and make new friends
Progress:	<p>Mentioned societies in all the welcome sessions;</p> <p>Invited some students to go to the taster sessions of some societies;</p> <p>Send out links about joining a society and how to contact their society to all the international students;</p>

Written Statement Aim #4	
Cultures and languages exchange	
Context:	To help students to practice their language skills and know more about other cultures.
Progress:	<p>The first language café was on 13<sup>th</sup> of October and we had more than 400 attendees in total with overall strong positive feedback;</p> <p>Supported the Economics Society on an International Food Night;</p> <p>Organising the student year abroad stall at Guild for the year abroad application period;</p> <p>Currently planning for the cultural festival in January, linked with Lunar New Year Celebration.</p>

### 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
N/A	

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

Issue/Meeting/Project	Context/Updates
Significant delay on CAS and BRP	Some international students were in panic because they didn't receive CAS(es) or BRPs on time. I've been in conversation with the International Student Team and relevant university staff about this.
Scams targeting international students	Some international students reported that they received scam messages and calls about different topics such as energy bills compensation, free COVID tests, etc., I made a small guide (plan to develop it) on avoiding scams and constantly remind our students about this.
International students' safety issue	Some international students reported safety issues associated in Selly Oak and near campus/canal, I got in touch with the Student Services and University Safety Hub. They reported this to the West Midlands police and we are organising a safety lecture for International Students.
Cost of living	The cost of living is rising and caused pressure to students. I promoted the study spaces on campus, including the library, through the language café; co-created a guide on fun things to do in Birmingham with lower cost (with other officers);