

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 or 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:	International Officer
Date of panel:	Wednesday 4 th November 2020

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 Item #1	
Increase international students’ sense of belonging to the community and improve inclusivity	
Context:	To support international students settled in into University life
Progress:	<ul style="list-style-type: none"> - International students induction: The IO worked with the International Students’ Association and the University’s Student Experience Team to deliver three virtual International Welcome Celebration sessions for approximately a total of 400 incoming international students attendees with the recordings still available on the University website (in the sessions students were able to speak to the current students and ask questions as well). - The IO is working with AEO and Student Groups to plan the inclusivity training - The IO, SO and other PTOs are planning for training sessions for Sports Inclusivity. - Exchange Student Support: The IO worked with SAE team to provide inductions for the exchange students in the welcome week and worked with the Exchange Society to provide continuing support.

Written Statement Item #2	
Ensure students are supported to study for a year abroad	
Context:	Feedback from previous years showed an inconsistent support to prepare students for the year abroad.
Progress:	The IO created a Year Abroad Facebook group for students to connect and share experience and ensure students are given information by the exchange tutors.

Written Statement Item #3	
Support Cultural Societies and Events	
Context:	To celebrate the diverse international community at the University.
Progress:	<i>“Cultural Spotlight”</i> - The IO promotes cultural and international societies on the social media (two societies so far and more arranging). Promote virtual cultural events organised by the student groups.

Written Statement Item #4	
Promote Language Exchange and Language Buddy	
Context:	To decrease the language barriers and to promote socials that benefit language learning.
Progress:	The IO is arranging with the Global Buddies for the Language Exchange and Buddy Scheme. The IO works with the Modern Language Society to deliver virtual Languages Café. The IO is working with the CAL to arrange language buddies.

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.

Meetings	Outcome for students
University Education Committee	University's consideration of international students accessing January exams and online learning in semester two.
International Committee	The University continuing to review mobility and develop University's online language support materials.
College Education Committee (CoSS)	International students support on online lecture and seminars.

Projects	Outcome for 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

Other student issues, meetings or projects to note:

- Helped International Students to chase up administrative issues from the University
- Followed up on University's VISA support for International Students