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Area of work: Representing Club & Society interests

Sabbatical Plan

Goals

Increasing access to storage space for societies:

- Maximising use of existing storage space and re-evaluate how it is currently being used
- Bring underutilised space in to circulation
- Investigating University/Community space

Lack of available space is a common issue for most SU's, and I'd like to address this here by making sure we are allocating our spaces efficiently and making sure we're not wasting any space.

Myself and VP Sports (Olivia) have started discussions with our Activities Coordinator (Creative Industries) and Director of Operations regarding how we will be organising storage spaces and have talked about alternative to a key system that will be more efficient.

At the moment we are just discussing the best way to update our current inventory list. We are currently waiting for the okay to start using MR3 as storage and I am also advocating for use of a section of the café for storage.

Progress stage:

Not yet started - **Consultation** - Planning/Next steps - On track - Completed

Provide more support for WSA students' involvement in activities:

- Developing a programme of Union activities (Societies and media specifically)
- Greater push on Society engagement in WSA Fresher's Fair and throughout year

The lack of involvement from students at sites, particularly WSA has always been an issue for SUSU. As part of our President's plan for the year we have recently started each going to sites once a week. This has given me opportunity to have more regular visits to Winchester and has allowed me to engage with students there that we may otherwise have not seen. Although this is in its initial phases and there is a lot more consultation to be done, the general feedback I've received is that WSA students are interested in getting involved

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| | <p>but getting to Highfield is too long/difficult and having [more] activities actually in Winchester would be something students would be interested in.</p> <p>I've been discussing ideas with our Activities Coordinator for WSA and our goal is to eventually have a regular programme of activities at WSA. Currently we already have regular sessions held by both QuizSoc and Christian Union which is something I'm really keen to push and I'm currently in the process of liaising with our broadcast media societies to see how we can encourage/support them in bringing sessions to WSA.</p> |
| | <p>Progress stage: <i>Not yet started</i> - Consultation - <i>Planning/Next steps</i> - <i>On track</i> - <i>Completed</i></p> |
| Additional work | <p>I am sitting on the out of hours common learning space committee. As part of supporting societies I have been compiling a spreadsheet of when societies meet and what space they use, I will be continuing to collect this info both to share publicly (my original intention) and to use it to feedback to with as part of the CLS committee, which will help to make sure that areas of the University that are actively used by societies are better accessible to students.</p> |
| Comments/AOB | |

Pictures/links to blog posts relating to the work in this section:

Society Meeting Spreadsheet

<https://docs.google.com/spreadsheets/d/1Mos1Oi3GyjahoDELpIYgGIKwwGqXBk2GY7coyG1DpOA/edit?usp=sharing>

| Area of work: Supporting all affiliated Societies | |
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| Sabbatical Plan Goals | <p><i>Increase support and communication to societies:</i></p> <ul style="list-style-type: none"> - <i>Clearer communication about staff available to support Club & Societies</i> - <i>Make easily accessible list of staff, their details and who is responsible for what</i> - <i>Developing the Union's approach to feedback and contact with Societies</i> - <i>Looking into having regular (termly) meetings with society presidents so societies have opportunity to feedback and discuss and hear from other societies</i> <p>I am really clear to keep Union members, particularly society committee members up to date with everything we are doing as a Union and what I am doing that supports them. At the start of term, I sent an email to committee that outlined the main things I am doing and want to do this year. In this I included all relevant staff contact and what they do – this is something that I really want to look at being made obvious on the website.</p> <p>I've also gone to several society meetings to introduce myself and have also met with the music society presidents and gave them and presentation on the Union and my goals- this is something that I'd like to try and spread out to more groups of societies next term.</p> <p>I have been in contact with lots of societies about membership numbers, as this has been more casually (over Facebook), I've found this has really opened communication channels and more societies are now coming to me about</p> |

queries that they otherwise wouldn't have asked, individually contacting societies it has also given me a chance to give a brief overview of the support we provide and make them more aware of who I am.

Progress stage:
*Not yet started - Consultation - Planning/Next steps - **On track** - Completed*

Restructure grant guidelines:

- Develop a more logical and sustainable grant system (including reviewing all caps)*
- Develop the process to be useful for the Union and the Societies applying*
- Increase accountability in process for both how decision are made and how money is spent*

This is one of the most important changes I would like to make during my term. From my personal experience as a committee member and music societies' Rep and since coming into this role, I have found that myself and other students find the current grant system inefficient and inconsistent and does not allow for/ encourage the inclusion of information that gives a more holistic view of their finances and how their money is managed.

Working with our VP Sports and Director of Activities we have discussed potential formats which we could move to and have removed some of the arbitrary caps that exist. Myself and Olivia have researched into how other Unions structure their funding and have discussed with several Unions about what they do and how they manage it.

To get formal student feedback and input we invited all club and society Presidents and Treasures to come to one of the four grant feedback sessions we held to discuss grants and have them give some (structured) written responses. After this we then reached out to the president/treasurers again giving opportunity to fill out the feedback form if they were unable to attend. Whilst the engagement rate was not as high as we had hoped for, we did have some very positive discussions and detailed feedback (linked below) which does has confirmed that there is a lot of want for change and the direction we want to go in.

Our next steps will to be to get together and use this feedback to provisionally outline a new system and then get some input from relevant student leaders.

Progress stage:
*Not yet started - Consultation - **Planning/Next steps** - On track - Completed*

Introduce online training and resources for committee members:

- Create more online resources for committees*
- Develop 'mandatory' online training for specific roles to replace zone meetings*
- Role specific training as well as optional training with transferable skills*

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| | <p>Following on from our VP Welfare and Community and her Intern's really great work on the WIDE training, Myself and VP Sports would like to expand compulsory training out to more roles, and ideally replace the 'mandatory' zone conferences. Our main focus for this year will be to develop specific training for presidents and treasurers. We'd like to include training on things that students often have trouble with and are important useful skills, some things we will definitely be including is how to chair/lead a committee, how to change bank signatories, how to write a budget and how to write risk assessments.</p> <p>Myself and VP Sports have been discussing what training other Unions offer their committees and have been compiling some of their resources to help put this together.</p> <p>Our next step will be to reach out to committees and ask what committees feel they are lacking in training/support for so that we can include this in our plan. Myself, VP Sports and our Activities Coordinator (External Engagement) will be working on putting training resources together and our External Engagement Coordinator has links to HSBC and is looking at getting them to help provide some of the training for treasurers.</p> |
| | <p>Progress stage: <i>Not yet started - Consultation - Planning/Next steps - On track - Completed</i></p> |
| Additional work | <p>I have been working along with our democracy coordinator to sort through our affiliation applications. We have had 22 applications and I reached out to lots of them to get further details and we have now got 11 going forward to the committee.</p> |
| Comments/AOB | |

Pictures/links to blog posts relating to the work in this section:

Committee Intro –

https://docs.google.com/document/d/14EwQsYL8oFT4u4jVpA7_fzbsHoGlvDscWoYXKx-ETYE/edit?usp=sharing

Grant Feedback -

<https://docs.google.com/spreadsheets/d/1egvEHv5uutKvs07IbGbWZh9HzBmQAMQGcEWwQZ42Jx4/edit?usp=sharing>

| Area of work: Improving student experience | |
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| Sabbatical Plan Goals | <p><i>Make use of professional venues on campus:</i></p> <ul style="list-style-type: none"> - <i>Look at how we can best support societies using PA Nuffield slot and look at alternative funding/sponsorship</i> - <i>Strengthen relationship with Arts at Southampton and represent the student voice in their plans</i> - <i>Better promote and try to increase opportunities for student offers for free or reduced-price shows/concerts and opportunities to get involved with Arts</i> |

Having been involved myself in the Arts previously I have been able to make very strong links with Arts at Southampton, particularly the associate director of Arts and Culture. I am currently in discussions about the future use of the Nuffield by societies and also about other places societies can be involved in and use such as the John Hansard Gallery. With Louise in the next few weeks we are going to be putting out a survey about involvement in the arts and what they study, so that we can use this information to show that students from all faculties are benefited by the arts and push for more recognition about this from the faculties/University.

I also had a meeting with the media heads and Louise to introduce them to each other which has never been done in the past. This has created a really great relationship and opened up a lot of opportunities for collaboration with SUSUtv and Surge, who have already been part of broadcasts with the John Hansard gallery.

Last year I sat on the Turner Sims Strategic Board and continue to sit on that to be able to give student input. Myself, our Activities Coordinator (Creative Industries) and one of the Turner Sims members but together a networking event for Performing Arts (and Media) committees to come hear about to process of using Turner Sims and also hear about the student offers they have as well as about John Hansard 9and get free pizza). This was really successful and introduced a lot of societies to each other as well as making the arts venues feel more accessible and straight forward to use. My plan is to hold this event again after new committees have been elected and open it up to more societies so that all this great networking can be done before planning for the year ahead happens.

Progress stage:
*Not yet started - Consultation - **Planning/Next steps** - On track - Completed*

Looking at volunteering recognition and employability acknowledgement for societies and clubs:

- *Work with VP EdDem and external engagement coordinator to create more tailored LinkedIn labs with a particular focus on committee members being able to present their skills*
- *Look at how we can best recognise volunteers, including making people aware they're SUSU volunteers*
- *Look at alternatives to EVAs which will have more engagement*
- *Be more involved in separate society recognition (PA Ball, Media ball etc.)*

The main idea of this goal is that I want all committee members (and course reps etc) to realise they are SUSU volunteers and to also help committee members people to talk about in an interview/on a CV the skills they have learnt from their role. Part of this links with my goal of online training – such that it will provide committee members transferable skills.

Last year discount cards were given out slightly inconsistently so Olivia and I thought that using them this year to reward student volunteers and make them

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| | <p>more aware of their place in SUSU would be ideal and this is now being implemented.</p> <p>We have found that the EVAs (excellence in volunteering) have been as highly engaged as they could be and majority of the problem of this has been the lack of acknowledgement of what being a SUSU volunteer is, so whilst making this clearer in communication myself and our Activities Coordinator (external Engagement) are currently planning to have some consultation to see if society members would be more interested in a revamped version that is more obviously society focussed and what awards they'd want to see so that we can make sure we're celebrating our volunteers in all aspects.</p> |
| | <p>Progress stage: <i>Not yet started</i> - Consultation - Planning/Next steps - <i>On track</i> - <i>Completed</i></p> |
| Additional work | <p>I have two YMCs that were handed on to me from the last VP DCI that are both asking for a lift to be installed in the Annex. When I took this over Estates and facilities had been contacted and were considering putting together a proposal, since then I have been in contact and a feasibility study has been funding. I have been in regular contact and I met with one of the project leads and the stage soc president to go round the Annex to discuss how the lift placement will work.</p> |
| Comments/AOB | |

Pictures/links to blog posts relating to the work in this section:

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| Conclusion/AOB | |
| <p>Coming into a completely new role has had it's challenges and had a very slow start but since term has started I have really been able to appreciate the coherent structure of the role and have been able to work a lot on the general infrastructure of the societies and their communication. A lot of my work done thus far has been 'business as usual' but I think this has allowed me to build strong links with societies and I look forward to being able to pursue more of the specific projects I want to do, next term.</p> | |

| You Make Change Update (submissions since the start of term) | | | | | | |
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| Stats | Number received | 7 | Number Open | (3 legacy) | Number Completed | 4 |
| Timeline | No reply: past 10 days | 0 | No update: past 15 days | 0 | Past 25 days open | 0 (3 legacy) |
| Summary of submission/Link | | Key actions taken | | | Relation to role/remit | |
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