

VP Activities: Zoe Chapple

Area of work: Student Engagement and Society Promotion	
Sabbatical Plan Goal	Details
Goal 1- Society Showcase	<p>Work so far:</p> <ul style="list-style-type: none"> The booking form has been released to societies for them to sign up, along with a comprehensive set of rules/guidance. Some societies have started signing up and I'm excited to see how it goes! I have promoted this as best as I could via Friday emails and directly reaching out to some specific societies. It has had quite a few sign ups, but does have room for progression.
	<p>Next steps:</p> <ul style="list-style-type: none"> I will be handing this project over to the incoming VP Activities to continue if she wishes, along with some suggested improvements to make for next academic year. There is only a few weeks left on the signup sheet so there isn't much more I can do with this due to Summer Festival starting directly after.
Goal 2- Society Notice Boards and Screens	<p>Work so far:</p> <ul style="list-style-type: none"> Screens are currently in the plant pot being trialled. The notice boards are now up in stags and some clubs/socs have started to use them! Club/Soc of the month are also displayed and changed every month. Casie and I have been promoting the use and monitoring the board so it only has society adverts on there.
	<p>Next steps:</p> <ul style="list-style-type: none"> I need to meet with the marketing team to discuss future improvements to the screen sign ups. This is another project, along with the union_soton Instagram takeovers that will go in my handover for the next VP Activities.
Goal 3- Student led Campaigns	<p>Work so far:</p> <ul style="list-style-type: none"> Unfortunately, due to illness, I was unable to work on any planning of LGBTQ+ History month, but I am excited to get involved with all the events happening this month! Joined project planning for Woman's History Month I also worked with the activities team to deliver Culture Festival which was really successful! I worked with the Activities Team, Marketing Team, and Union President to deliver sustainability week. I mainly helped with the Sustainability Fashion Show which saw sustainable garments, some of which were made by WSA students, feature on SUSU's very own Catwalk!
	<p>Next steps:</p> <ul style="list-style-type: none"> I am currently planning the SVA's, which is happening this week, to celebrate all of our student societies!

Goal 4- Post-graduate and WSA Society inclusion	<p>Work so far:</p> <ul style="list-style-type: none"> • I have liaised with the Representation team, and I am going to attend the next PGR coffee mornings to start initial conversations (due to my absence this still has not occurred) • Had our first WSA networking on 7th Nov- this was successful with approximately 50 students. We have now created a form for students at WSA to come up with their own society ideas. • We are currently planning another Society Networking Session now that exam/deadline season has finished. • We held a Pizza Social/ a Speed-Friending event to help WSA students meet new friends. We had a society focus with this event as <p>Next steps:</p> <ul style="list-style-type: none"> • Due to lack of capacity, I've not had enough time to tackle my PGR projects. I will likely give a description on how to do this for the next VP Activities over summer as it's really quiet and likely the only time they'll have the capacity to do a project involving PGRs.
Area of work: Society Support	
Sabbatical Plan Goal	Details
Goal 1- Booking system	<p>Work so far:</p> <ul style="list-style-type: none"> • I am a part of the booking system project planning group. • We looked at a system called IVVY that looked very positive and are going forward with this. • The system has been built and is currently in use. Staff members have been trained on how to use it and it is out for use for clubs/socs <p>Next steps:</p> <ul style="list-style-type: none"> • I will be creating a section to go in committee inductions on how to use the new booking system so new committees have a complete guide.
Goal 2- Society Training	<p>Work so far:</p> <ul style="list-style-type: none"> • Training I want to include: Improve WIDE training, President, Treasurer, Secretary Training, Grant round training, Conflict resolution training/emotional first aid (No Limits), Marketing/events/GIAG, How to do a Risk assessment, Consent training, Volunteering and Fundraising Training. • I have started research into WIDE training that is currently offered at other Student Unions and within other wellbeing charities. We are compiling a list of resources that students all would find useful to use. • I created an example grant round for clubs/socs to use as a guide and also ran drop-in sessions for anyone to go through their grant rounds with both myself and Casie. • The Activities Team have been working on a new clubs/socs sharepoint which will feature new training ready for next academic year. • I am also working on a new Code of Conduct for clubs/socs to follow so they know exactly what SUSU expect from them. <p>Next steps:</p> <ul style="list-style-type: none"> • Creation of a new WIDE training. • Finish Code of Conduct draft and work with the activities team to finalise this.
Goal 3- Society Accreditation System	<p>Work so far:</p> <ul style="list-style-type: none"> • I have researched similar schemes at other universities such as Cardiff's Tier system and Bristol's Balloon system to gain ideas of how to structure and present the system that I want to create for SUSU.

	<ul style="list-style-type: none"> I have finished my first draft of the accreditation system and I will be discussing this further with the activities team. I have gained feedback from committee members via focus groups to ensure that the goals set out in the accreditation system are achievable for a variety of different societies. I want to expand this feedback and gain some more from cultural socs and PA.
	<p>Next steps:</p> <ul style="list-style-type: none"> Potentially rework the reward system. Make any changes based off feedback.
Goal 4- 1-2-1s with Society committees	<p>Work so far:</p> <ul style="list-style-type: none"> I had a lack of interest with my previous form so I will be rethinking how to approach communicating with committees. Societies that I have met with have had a variety of different problems that I have helped to rectify.
	<p>Next Steps:</p> <ul style="list-style-type: none"> I am trying to attend more society events and chat with them at these events to see if they have any problems. If any reoccurring problems arise, I can make change within the union to rectify these problems.
Goal 5- Fundraising Support	<p>Work so far:</p> <ul style="list-style-type: none"> Updated a fundraising guide to release out to societies to help with fundraising. Liaise with the activities team and have started conversations relating to Fundraising workshops. Working on volunteering week with the activities team to encourage more people to join volunteering societies. Volunteering week focused on primarily social media and encouraging students to get involved in fundraising by making them aware of the volunteering work available. I have had conversations with the activity coordinator that looks after the fundraising societies, who is keen on running a workshop in the next academic year for new Volunteering/Fundraising Societies.
	<p>Next steps:</p> <ul style="list-style-type: none"> This is likely something that will go in my handover for the next VP Activities as the majority of it will leak into next academic year.
Area of work: Student Activities	
Sabbatical Plan Goal	Details
Goal 1- AGM Democracy and Conduct	<p>Work so far:</p> <ul style="list-style-type: none"> Started conversations with the activities team with what needs improving and reviewing. I have been putting AGM/Handover guides/top-tips within the Friday emails for all clubs/socs to take onboard during AGM season I have been writing a new code of conduct that is currently in the draft stages and needs to be finalised with the Activities Team. I have requested that the new website developers can look into whether AGMs can be incorporated into groups hub but this likely won't be ready this academic year.
	<p>Next steps:</p> <ul style="list-style-type: none"> Training on how to appropriately run and AGM, including financial reviews, constitution reviews, presenting disciplinary outcomes, and how to run a democratic AGM- this will be going in the sharepoint once built.

Goal 2- University Building Utilisation	<p>Work so far:</p> <ul style="list-style-type: none"> Unfortunately, as building works are ongoing, I'm unsure of when this will be available to dance socs for use. Update- they still haven't refurbished the bottom level. Further Update- I am visiting SJM next week to look at the dance studios and speaking with my contact at the university to allow use for Dance Socs. I am in conversation with the university regarding the Nuffield Theatre and pushing for this to be a priority for the university. Update- due to the current estates plans, and the vital work that needs to be done around Highfield campus, this likely will not happen. Instead, I am going to focus my efforts on the Annex.
	<p>Next steps:</p> <ul style="list-style-type: none"> Keep in contact with the University regarding SJM and find out a timeline for the basement level opening. Look at improvements options for the Annex, including accessibility, toilets, and storage.
Goal 3- Working with the Student engagement team	<p>Work so far:</p> <ul style="list-style-type: none"> Working with them for Winter Graduation. Involved with the Festive Lights Celebrations. I have joined the Summer graduation task and finish group.
	<p>Next steps:</p> <ul style="list-style-type: none"> I am contributing to the task and finish group specifically for the "entertainment" portion of graduation (photo ops, reception etc)
Goal 4- Society Networking	<p>Work so far:</p> <ul style="list-style-type: none"> This was a project that I wanted to get out for Refreshers. Unfortunately, as I had some extended time off due to illness, it was not possible for me to work on this at all. Due to this, I have decided to scrap this from my sabb plan/report as I do not have a sufficient time to make this work this academic year.
	<p>Next steps:</p> <ul style="list-style-type: none"> I will give the newly elected VP Activities the idea during handover, but whether they do it will be completely up to them.

Other

- Turner Sims Strategic Board
- Southampton Hub Advisory Board
- Trustee Board member (Audit and Risk Committee)
- Freshers 2022
- Christmas Committee
- Freshers 2023 committee
- Grant Round three
- Working with Give it a Go
- PA Committee (bi-weekly meetings with the PA Officer)
- SVAs planning committee
- Sites Visits
- Sustainability week
- Meeting with the University of Southampton Malaysian Student Association (with Union President)

- Career projects alongside VP Sport
- Student Mental Health Training
- Varsity
- You Make Change
- Social Media/SUSU Sabbs Instagram

Note: Unfortunately, before Christmas I had to unexpectedly be admitted to hospital and had to have heart surgery. Due to this I was off work from 21st December- 18th January. I also had a week of annual leave from the 23rd-29th. This is an explanation for why I have fewer updates, have had to rethink some of my sabb plan, and am not as further along in my projects as what I would have liked.