

Context: Due to health reasons, I had to reduce my contracted hours from 5 days a week to 4 days a week in order to manage my symptoms. I have had to prioritise projects that are more feasible, which I have explained in the relevant boxes.

Area of work: Improving Student Experience	
Sabbatical Plan Goal	Details
<b>Goal 1</b> Promoting performance spaces on campus	Work so far: After gauging interest, it became clear that students would prefer more time to prepare for the showcase event. I therefore moved the plan to May. All risk assessments and forms have been completed, I am still waiting on a quote from bookings.
	Next steps: Firming plans with interested societies once I have a quote for the event.
<b>Goal 2</b> Improving the reputation of The Cube	Work so far: The idea for club nights has stalled as the society that were most interested decided to hold their night elsewhere. I also chose to prioritise other projects that had more interest.
	Next steps: N/A
<b>Goal 3</b> Promoting student voice in society decisions	Work so far: Executive committee meetings have continued monthly. I have received valuable feedback from societies that would otherwise not get in touch. I was also able to do a session on grant allocation to make the process more transparent which went down positively.
	Next steps: Continuing regular monthly meetings as well as keeping members accountable with their communications to ensure students are being asked for their feedback.
<b>Goal 4</b> Elevate and Engage Project	Work so far: I have met with ODAR (Office of Development and Alumni Relations) and they are enthusiastically supporting this project. We have plans to launch a week of society-focused workshops after Easter, focusing on topics such as: Inclusivity, effective social media and retaining members.
	Next steps: Finalising the list of speakers ODAR are preparing and then advertising to students.

<p><b>Goal 5</b></p> <p>Restructuring and rewriting the Clubs and Societies Code of Conduct</p>	<p>Work so far:</p> <p>I have made notes on the existing document, and this has been shared with the working group who are rewriting the SUSU rules. It has become a collaborative effort between various members of staff to restructure the CoC.</p> <p>Next steps:</p> <p>Finalising the rule in these meetings. Conor and I are also looking at ways to advertise a campaign surrounding Expect Respect.</p>
<p><b>Area of work: Improving Society Engagement</b></p>	
<p><b>Sabbatical Plan Goal</b></p>	<p><b>Details</b></p>
<p><b>Goal 1</b></p> <p>Increase presence on @susu_socs Instagram</p>	<p>Work so far:</p> <p>I have been offering societies takeovers when requested through our forms as well as emails.</p> <p>Next steps:</p> <p>Continuing to remind societies that this is an option, as well as offering to those who win society of the month.</p>
<p><b>Goal 2</b></p> <p>1:1s with society presidents</p>	<p>Work so far:</p> <p>I have continued to offer 1:1 meetings with society presidents. I believe I have met with everyone who wanted to chat, as uptake is slowing, and I have now met with some people a few times. It's been valuable to create relationships with societies and I have had positive feedback.</p> <p>Next steps:</p> <p>I will continue to send out availability for them to book in time.</p>
<p><b>Goal 3</b></p> <p>Badge Scheme</p>	<p>Work so far:</p> <p>Mine and Conor's predecessors began work and student consultation on a scheme that awards societies and clubs badges based on criteria. Ideas include: Sustainability, Inclusivity, Engagement and more. We have taken this up and met to discuss the scheme.</p> <p>Next steps;</p> <p>Finalising the amount/names of the badges and the criteria that needs to be met. Then liaising with marketing to make students aware.</p>
<p><b>Area of work: University Collaboration</b></p>	
<p><b>Sabbatical Plan Goal</b></p>	<p><b>Details</b></p>
<p><b>Goal 1</b></p> <p>Lobby for better performance spaces on campus/support PA.</p>	<p>Work so far:</p> <p>In conjunction with one of the SUSU Activities Coordinators, I have met with many of the PA societies to hear their concerns. There hasn't been a PA focused Sabbatical officer in a long time, and they were very positive about the meetings. I have expressed to SUSU and University facilities that The Annex theatre is not fit for purpose.</p> <p>Next steps:</p> <p>Continuing these conversations and aiming to reach the other PA groups too. Activities and I are planning a trip to PA House (where costumes and set are kept) to help them set up an inventory. I am also still pushing for the roof in The Annex to be fixed.</p>

<b>Goal 2</b> Support the University's school programme	Work so far: Due to restrictions from my health, I have unfortunately not been able to attend the visits off site. I have however, made a student life presentation that can be delivered if the team choose.
	Next steps: Ideally, I would like to run a session here on campus.
<b>Area of work: Other</b>	
<b>Sabbatical Plan Goal</b>	<b>Details</b>
<b>Goal 1</b> Fundraiser for World Wildlife Day	Work so far: I have been working with 2 Zoology course reps to plan a fundraiser for Borneo Orangutan Survival Foundation on World Wildlife Day. It's a cause close to my heart and we want to further SUSU's sustainability mission by educating students about deforestation and palm oil.
	Next steps: Pending approval of booking, everything else is ready. The event will be a bake sale.
<b>Goal 2</b> Unpicking grant spending habits	Work so far: I have been tasked with looking at grant spending for clubs and societies to check if they are spending the money we allot them on the correct items/trips/coaches etc. Because SUSU is a charity, grant funding must be spent on the things requested as an auditor could ask to see evidence of this at any time. We have noticed a large amount of money that is unspent, so my job has been to see if this is for a reason or if clubs and socs aren't spending the grant money.
	Next steps: This is an ongoing piece of work as there are 364 to look at.

<b>Other</b>