



CAMPAIGN UPDATE REPORT

Prepared for:	Faculty Voice Committee (FVC) and Liberation, Equality, Diversity and Inclusion Committee (LEDIC)	Date:	20/06/2018
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Summary: *This paper provides an update on the implementation of the campaign(s) of the Executive Committee member*

INCREASED FOOD VARIETY

Aim: To offer a wider variety of food that reflects student feedback and is good value for money

Objective(s):

1. I received data from the annual survey that Catering Services carry out, analysed the data and gave the Catering Services my proposal of 'recipe trial' to gather feedback about value for money and to introduce a variety of recipes that students have suggested. I agreed on the process with the head of Catering Terry Hope. **COMPLETED**
2. The first part of the campaign was 'Recipe Suggestion', which included suggestion cards, a feedback box and comms material in the canteen where students were able to suggest recipes they would like to see served in the canteen. We also set up a Recipe Suggestions website to make the suggestion making process more accessible. **COMPLETED**
3. Recipe suggestion period happened from 13th till 24th November, we gathered 250 filled recipe suggestion cards! **COMPLETED**
4. I collated the recipe suggestions into ten categories. After confirming these with the catering team, a poll went live and students were able to vote for their favourite recipes in each category – top 10 were presented to the catering team to prepare for the recipe trial in February. **COMPLETED**
5. Catering team agreed to a two-week recipe trial period on 5th February – 16th February 2018, where they integrated the recipe trial meals on two weeks of regular menus.
6. Catering incorporated SEVEN additional recipes from Recipe Suggestions to their regular six-weekly menus.
7. Recipe Trial happened on 5th February till 16th February and students were able to try the clearly labelled 'Trial Meals' and provide feedback on feedback cards, particularly about the 'value for money' aspect of the meals.
8. Cambridge catering team agreed to keep 9 out of 10 recipes and included additional seven recipes on their six-weekly menu!
9. Chelmsford recipe suggestion happened from 9th till 13th April
10. Chelmsford recipe poll happened from 18th till 22nd April to determine top 5 recipes for the trial: **1. vegan mushroom pie, 2. hunter's chicken, 3. beef chilli con carne with tortillas and rice, 4. beef kofta or lamb kebab or meditarrean vegetables with halloumi, and 5. alfredo fettucini**
11. Chelmsford recipe trial happened from 30th April till 4th May!

Updates:	
1. Good feedback – Chelmsford students they feel portion sizes are large, want more vegan options, more halal options, and a microwave and free hot water	
2. Chelmsford catering are happy to incorporate the suggested recipes on the future menus.	
Money requested: £600 Money spent: £235.34 Money leftover: 364.66	
CLEARER COMMUNICATION	
Aim: Students can easily access information, it is clearly signposted, and communication with students is coherent across the different parts of the University. Students have an understanding of what events are happening and who they can talk to.	
Objective(s):	
1. University Comms and Marketing teams have put together ‘a student applicant journey’, which aims to make communication with students clearer.	COMPLETED
2. In order to find out how a central events calendar would come to be, I met Kate Powell (project manager for LMS/Canvas) to see where SU would fit in regarding Canvas: I found out it is for educational purposes only and is not aimed to be a communications platform	COMPLETED
3. Georgia Hingston set up a ‘SU Comms’ Focus group on Facebook and is finding out more information about how students want SU to communicate with them, what is effective communication, etc.	COMPLETED
4. Georgia and I went gave all Students’ Union departments suggestions to make the SU website clearer and these changes have been implemented to make the website easier to navigate.	COMPLETED
5. Increased amount of events have been added to the SU What’s On events calendar and a visible button has been added on the page so the calendar can be accessed easier.	
6. Students’ Union Facebook is now adding all the SU events on their page so students can access and find these easily.	
7. SU has a weekly show on Cam FM with Johanna, Laura and Eliza presenting – Laura is trained and Johanna and Eliza are getting trained!	
8. Andrea Turley (Head of Marketing and Communication) will keep me updated on the progress of student ‘comms profile’ (what information/emails students receive and when to avoid duplication - this is being collated by the University Comms teams). This will make communication more streamlines as there will be less duplication of emails, as both the University and students have identified that this is an issue.	
9. Many changes that I proposed for the University website regarding the SU presence have been implemented – we are finally ‘ARU Students’ Union’ on their page!	
10. SU Comms team ran an internal email monitoring to make communication more streamlined and to avoid students being sent duplicated emails – this has been completed and they have put together an email plan for the year to make communication clearer!	
11. University Comms has agreed to implement changes I proposed to Andrea Turley for the University website to make the SU more visible and update outdated information. Content is ready and it is being checked by	IN PROGRESS

SU Comms team and it will be sent to the University comms team to be updated on the page.	
12. Having a central events calendar that all faculties feed into may be complex at the moment so Students' Union will look into incorporating university events into the SU events calendar with clear signposting that these are university events.	
Updates:	
1. SU Comms team is checking the new SU content that will be put on the University website	
2. SU Comms team is going to look into incorporating the main university events in the SU events calendar for next academic year	
Money requested: £50 Money spent: £50	
FREE PRINTING	
Aim: Reduce the amount of hard copy printing students have to do, as well as provide means to pay for printing documents that are required for their courses	
Objective(s):	
1. SU included 'Free Printing' campaign prompt in SSLC Agendas to inform reps of the campaign and request feedback about printing	COMPLETED
2. Chris Whellams (iCentre Manager) has confirmed that the system the iCentre use for online submissions is ready for all courses possible to be submitted online.	
3. I ran a campaign over January 2018 submission period where students could place a sticker with a message 'This Costs Me and the Earth' on their hard-copy submission at the iCentre. The campaign happened from 5 th January till 23 rd January and will happen again during the submissions for second semester. Feedback for the first part was great!	
4. I researched which faculties and courses may require printing through a faculty specific surveys, contacted Faculty Admin Managers who submit all the information regarding online submissions, and spoke with the iCentre manager Chris Whellams but this didn't enable me to draw any conclusions, however, Aletta Norval (Deputy Vice Chancellor) is now taking charge of online submissions.	
5. Reduced Printing Policy passed in Student Council. This has been implemented in the Students' Union and I have sent a copy to Aletta to see if something similar can be implemented in the University.	
6. Both Iain Martin (VC) and Aletta Noval (DVC) agree that there should be a University wide push for online submissions, Aletta will look into practicalities to make this happen. Still waiting for a reply.	IN PROGRESS
7. 'This Costs Me and the Earth!' sticker campaign has been ongoing over second semester submissions – stickers have had wider publicity and have been utilised by many students.	
8. Books Plus/Financial Support Review is happening and it will determine what happens to the Student Financial Support in the future – student consultation will take place at a stage when more concrete options have been discussed.	
9. ALSS have put reducing printing on their Environmental Policy – Laura emailed FST and had a positive response and so did Eliza for FHSCE	

and FMS! Kirran is yet to hear back whether they can implement this for LAIBS.	
10. I met Conrad Sackey from Student Services and he has agreed to support the campaign and get data regarding which faculties and courses submit hard-copy so we can target these to implement change more effectively	
Updates:	
1. Sticker campaign has been very visible and utilised by students	
2. Books Plus/Financial Support Review is ongoing	
3. Conrad Sackey from Student Services will find data regarding hard-copy submissions/online submissions and share it with the SU to implement the printing policy	
4. ALSS have put reducing printing on their Environmental Policy, FST have agreed to implement online submissions more effectively and so did Eliza for FHSCE and FMS – Kirran is yet to receive a reply if this can be implemented in LAIBS.	
Money requested: £150 Money spent: £93.40 Money leftover: £56.60	
INTERNATIONAL STUDENT OUTREACH	
Aim: There is a greater feel of international community in ARU - international and EU students are engaged and international societies are thriving	
Objective(s):	
1. I have worked hard to make connections with international student community on campus and have been engaging in the international café events.	COMPLETED
2. Antonia (Cambridge International Rep) and I met Caroline Shanahan from the International Office and gave feedback regarding residential services, pre-arrival information and confusion around Brexit – she will keep us posted on the progress and is waiting for a reply from Residential Services.	
3. Global Week happened and it was amazing – we had loads of student performances in Cambridge, a Fashion Show in Chelmsford and a large number of students presenting their cultures.	
4. Antonia (Cambridge International Rep) asked the International Office which courses have the most international students and she has so far visited 4 large lectures of around 150 students each, introducing herself and reaching out to international students!	
5. Antonia met Sally Pearson from Active Anglia to see how AA can help international students to integrate through sport.	
5. I have been supporting the Cambridge International Society committee to get started but we are still waiting to get the paperwork together as one of the potential committee members changed.	IN PROGRESS
6. Caroline Shanahan is going to update me in the outcomes of the feedback Antonia and I shared with her.	
Updates:	
1. Caroline Shanahan will keep us updated regarding the feedback we gave her.	
2. Antonia did a brilliant term as the International Rep and has returned to her country – thank you Antonia!	
Other relevant updates:	

1. Catering Services are aiming to use recyclable containers by September 2018 with Students' Union's support.
2. I have given IT Services student feedback and a list of software that students use so they can look into adding the most popular on some of the Open Access computers – I have requested to have a catch up before the end of my term.
3. **Natalie and the SU team are editing the Renting Guide for students and it has gone the designer!**
4. ARU Green Society visited the Waste and Recycling Plant in Waterbeach where all waste from ARU gets sorted and recycled on 18th April and it was very interesting – I wrote an article and it has been on the Students' Union website.
5. Let's Be Honest Discussion Panel about bullying and mental health was held as part of the De-Stress Fest in Cambridge – I'm writing an article about this to everyone who couldn't attend.
6. I have spoken to the Head of Catering about getting hot food on Young Street and they are looking into it.
7. ALSS Rep Coordinator Cali put together a report with main themes of ALSS SSLC feedback and I will present this to the Faculty in FQUESC.
8. I have discussed with Mark Brett (Facilities Manager) if the more popular toilets could have a later cleaning schedule as towards the end of the day they become unpleasant – still waiting for a reply.