



CAMPAIGN UPDATE REPORT

Prepared for:	Faculty Voice Committee (FVC) and Liberation, Equality, Diversity and Inclusion Committee (LEDIC)	Date:	27/11/2017
Prepared by:	Johanna Korhonen	Role:	ALSS Vice President

Summary: *This paper provides an update on the implementation of the campaign(s) of the Executive Committee member*

BETTER FOOD – INCREASED FOOD VARIETY

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

Objective(s):

1. Analysis of catering survey and agreement of the process with the head of Catering (Terry Hope)
2. Recipe suggestion website is set and in action!
3. Recipe suggestion period is happening from 13th-24th November
4. Collate the recipes into categories/recipes that students can vote – top 10 will be presented to the catering team to trial
5. Recipe trial dates: 29th January - 9th February
6. Collect feedback during recipe trial to indicate which recipes students want to have permanently introduced, and to gain a better understanding of what students mean by 'good value for money'

COMPLETED

IN PROGRESS

IN PROGRESS

NOT STARTED

Updates:

1. Recipe Suggestion is happening right now
2. Comms material for Recipe Trial needs to be requested asap – same design
3. I will have/had student staff promoting the Recipe Suggestion

Budget for the recipe suggestion period: suggestion box, promo material (online, banner, signage for catering), feedback cards £200 has been agreed by exec

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' with an aim to make communication with students clearer
2. University Comms, Marketing and Student Experience staff are running an experiment to make the application process easier

COMPLETED

IN PROGRESS

3. I have chased the student Comms 'profile' with Andrea Turley (what information/emails students receive and when to avoid duplication) which has been collated by the University Comms teams. She will keep me updated in the process	IN PROGRESS
4. I have put together an Actions list of Comms for Andrea Turley to take in a meeting with her (coherent information about the SU across university platforms, Comms plan for the Uni to promote the SU, clear distinction between Uni and SU Comms)	IN PROGRESS
5. I met Kate Powell (project manager for LMS – Canvas) to see where SU would fit in: Canvas is for educational purposes and is not a communication platform as such but Andrea Turley is conducting a project regarding the University Intranet so I will find out if that would be useful for the SU	IN PROGRESS
6. SU will have a weekly show on Cam FM with Johanna and Laura presenting – it has been paid for and we are waiting to get trained	
7. I will set a SU Comms Focus group on Facebook before Christmas	NOT STARTED
Updates:	
1. Meeting Andrea Turley before Christmas to discuss comms	
2. SU Comms Focus Group will be set on Facebook before Christmas	
Budget: Cam FM membership £50 has been approved	
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. ALSS Reps have responded to a Printing Survey Maggie sent out	COMPLETED
2. Iain Martin said that we can do a University wide push for moving to online submissions but he did not know how much leg work this would require – finding out what the next steps are	
3. Met Chris Whellams (iCentre Manager) regarding online submissions – iCentre is ready for more courses to be moved online	IN PROGRESS
4. I have requested contact details for the Faculty Admin Managers who submit all the information regarding online submissions so they will have the data I need	
5. Free Printing campaign prompt is in SSLC Agendas - reps have already given us some feedback about printing and a Faculty specific survey will be sent out this month	
6. Free Printing 'This costs me and the Earth!' stickers will soon be ordered – first submissions will be on 8 th December and the iCentre will hopefully assist us!	
Updates:	
1. I am sending out a printing survey to all reps in each faculty to gather course specific feedback	
2. Iain Martin agreed that the University should move towards online submissions – I'm figuring out the practicalities	
3. I've contacted Chris Whellams to get contact details for Faculty Admin Managers to get submission data	

4. Sticker campaign is happening (8th Dec dissertations and 9th Jan for other submissions) – need to get the iCentre to collaborate
5. Once data is gathered (student survey and submissions) I will write a paper to LTASC as a proposal to have new modules with a default online submission and get this agreed with academic registry

Budget: Sticker Campaign budget request £150

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. Committee is together and the society is set!
2. I will soon meet the Committee to see how I can support and how the International Office can support (Caroline Shanahan is happy to help with events and activities)
3. I'm planning a Speed Friending event for February where international and home students can make friends
4. Caroline Shanahan is working on a Student Comms 'profile' of an international student, which she will share with me once it is done

COMPLETED

IN PROGRESS

Updates:

1. International Society is set up
2. We are looking for international reps for both Cambridge and Chelmsford
3. Speed Friending event is being planned before Christmas

Other relevant updates:

Vegan Policy:

1. 30 days Vegan Pledge will happen again, starting on 20th November, kick started by an event the Vegan Society has organised and a screening of the Land of Hope and Glory documentary, Comms is going out regularly and we have some sign ups!
2. I have contacted Jamie Carson regarding the Vegan Food van that was in Chelmsford Freshers Fair and looked into options in Cambridge

Halal Food & Prayer Room:

1. I have contacted Islamic society to discuss their thoughts of the prayer room and halal food – have not received a reply
2. Halal food came up in Fairtrade, Sustainable Purchasing and Food Group - I will continue the discussion with Nigel Cooper and Terry hope after talking to students

FVC/LEDIC are asked to **DISCUSS**

Executive Committee Request For Funds

Name	Johanna Korhonen
Position	VP ALSS
Date Of Request	15/11/2017
Name Of Campaign	Increased Food Variety - Recipe Trial
Date Of Campaign	29/1/2018-9/1/2018

Item Description	Cost	Why You Need This	Web Links To Product	Amount Given
Comms material	£200.00	Feedback cards to collect feedback of the trial meals, signs to signpost the trial meals and a correx board to signpost the feedback cards		
Student staff to help promote	£200.00	Student staff to be in the canteen 2 hours per day for two weeks		
Total Requested	£400.00		Total Allocated	£0.00

Funds Authorised By	
Date Authorised	

Executive Committee Request For Funds

Name	Johanna Korhonen
Position	VP ALSS
Date Of Request	15/11/2017
Name Of Campaign	Free Printing
Date Of Campaign	8th December and 9th January

Item Description	Cost	Why You Need This	Web Links To Product	Amount Given
Stickers and signage	£150.00	Stickers that students can put on their cover sheet as they submit their work to raise awareness amongst university staff of the impact that hard copy submissions have on students and a correx board sign to signpost the stickers		
Total Requested	£150.00		Total Allocated	£0.00

Funds Authorised By	
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Date Authorised	
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