

Queen's University Students' Union
Part-Time Student Officer Report

Role: Postgraduate Taught Part-time Officer

Name: Lauren Bailey

Period Covered by Report: October 2019 – July 2020

Introduction

Key Events/Meetings

KEY EVENTS / MEETINGS		
Date	Details of Activity (and outcomes for students)	Location
15/10/2019	SU information session	SU
23/10/2019	EMC	SU
28/10/2019	Student Council	SU
28/11/2019	Meeting with PG Officer, discussion regarding extended library and grad school hours	SU
28/11/2019	Meeting with Damian, got access to PGT email	SU
02/12/2019	Student Council	SU
05/12/2019	PG Forum Networking session – a chance to speak to other PGT reps	Grad School
10/01/2020	Part-time Officer training	SU
13/01/2020	Student Council	SU
15/01/2020	EMC	SU
24/01/2020	Part time Officer Training	SU
28/01/2020	Meeting with Gift, to discuss work on improving engagement between PG students and PGT Reps	Grad School
29/01/2020	EMC	SU
04/02/2020	Student Council	SU
12/02/2020	PG Forum meeting	Grad School
27/02/2020	Discussion with Lorraine Meneilly re. Waste Bin	Phone
28/02/2020	Meeting with Lorraine re. Waste Bin	SU Shop
10/03/2020	Green initiative meeting with the graduate school	Grad School
24/04/2020	EMC	Home
29/04/2020	PG Forum	Home
18/06/2020	EMC	Home

Key Projects / Campaigns

PROJECTS / CAMPAIGNS	
Campaign / Project	Recent Progress
Extended Hours in library and grad school	Had meeting with Gift to discuss students opinions on this, and helped to analyse the data provided by the library on postgraduate usage of the library.
Food Waste Bin in Grad School	Discussions with Lorraine on how she manages the SU food waste bin, this was then relayed to the Graduate schools Green Initiatives Team, work was meant to progress on this but was put on hold due to lockdown.
Improving wellbeing facilities in the Graduate School	Discussion with Stephen McCrystall regarding raising awareness of the wellbeing support in the graduate school so graduates are more engaged with the support that is available to them. This work was put on hold due to lockdown.
Improving awareness of Part Time PG officers in the graduate school	Discussion with Anna Stewart (in the graduate school) around how we can make more students aware of the PG part time officers, this was done looking forward to the next academic year after reflecting on what was done this year. Hopes to have the PG officer emails more widely spread across the information screens in the grad school, as well as included in weekly emails sent out to graduates so that the awareness of them is raised, and hopefully more students in need know how to reach out to the part time reps.

Media, Press & Publicity (if applicable)

n/a

Further Comments / Additional Information