

# OPBM Reports MT15

## **Charlie Vaughan – President:**

### Activities undertaken:

1. The organisation of a term card of speakers. Please see the term card for the list of speakers confirmed.
2. The organisation of a term card of debates. Please see the term card for the list of debates arranged.
3. Long-term strategic planning for the digital side of the Oxford Union, namely:
  - a) Signing a contract with a company to cover the costs of filming our events
  - b) Signing a contract with a company to film our events
  - c) Signing a contract with a company to monetise our digital assets

### Intended activities:

With my term in office coming to a close, besides chairing our debates and speaker meetings, I plan on ensuring that each of the three contracts referenced above are brought to signature.

### Appointed officials:

Chief of Staff – ran debate nights

Press Officer – liaised with all press outlets to get press to events

Access Officers – gave a coherent structure to the range of access related appointed officials

Women's Officer – acted as a general point of contact for women members, and helped facilitate three events (Hub Dot drinks event, Amy Ziering, and Laura Bates)

LGBTQIA+ Officer – acted as a general point of contact for LGBTQIA+ members, and helped facilitate two events (LGBTQIA+ drinks and Asifa Lahore)

Ethnic Minorities Officer – acted as a general point of contact for members belonging to an ethnic minority, and helped facilitate two events (International drinks and Joshua Wong)

Disabilities Officer – acted as a general point of contact for disabled members, and began drafting a report detailing what steps the Union can take in the future

Graduate Officer – acted as a general point of contact for graduate members, and helped facilitate Graduate Drinks

Brookes Officer – acted as a general point of contact for Brookes members, and helped facilitate Brookes Drinks

International Officer – acted as a general point of contact for international members, and helped facilitate International Drinks

Operations Officer – assisted the CCC and Chief of Staff with events

Strategy Coordinator – coordinated projects of appointed officials with other elements of the Union, including elected members

Constitutional Adviser – advised the President about intended rules changes

GLOs – assisted the Chief of Staff on debate nights by being assigned to speakers

## Robert Harris – Librarian:

### Library Duties:

In accordance with Rule 17, I have assisted the Senior Librarian and Librarian-in-Charge with the administration of the Libraries. I have chaired the Library Committee every Monday apart from one (when I was absent due to my attendance at a funeral), and I have ensured that Suggestion / Complaint books have been kept and maintained in the Old Library.

### Speaker Meetings:

During the Summer vacation, I worked in the Librarian's Office for a period of 65 days. As well as developing long-term partnerships with various charities and agencies, I managed the invitation process for all speakers in the following 'categories':

1. Artists & Musicians
2. Comedy & Fashion
3. Sport
4. TV & Film

Invitations were issued via a number of different methods, including:

- Verbal communication (e.g. over the phone or in person).
- Email.
- Web form.
- Handwritten letter.

I have included two appendices with this report:

- Appendix A – a list of all speaker invitations issued by me personally.
- Appendix B – a list of all speaker invitations issued for MT15 as a whole, under the supervision of either me (for the four categories listed above) or the President.

The term-card we produced is one of the most diverse in history. By agreement with the President, I have hosted a number of the speaker meetings this term, most of which have had the format of a 'fireside chat' interview followed by a Q&A session.

### Speaker Database Software:

Due to the multiple inadequacies and inefficiencies of the Google Doc system we used to use to record our speaker information, I had a customised cloud-based CiviCRM system developed (using a developer called Sam Haskell). This has enabled us to:

- Record contact and invitation status information better, thus improving the Union's institutional memory.
- Save time, for example by automatically generating PDF invitation letters.
- Keep better track of who was being invited, thus avoiding 'double invitations' and enabling us to keep track of diversity statistics (this was the most gender-balanced term-card ever, with 42% of speakers being women).

### Other Projects:

In addition to my Librarian work, I have:

- Taken charge of a project to develop a new website for the Union, which should hopefully be completed at some point during HT16.
- Taken charge of a project to implement a more cohesive social media strategy, improving both the Union's global brand image and its ability to monetise digital content. We are in the process of finding suitable candidates for a new 'Online Manager' staff role.

- Assisted with the preparation and proofreading of the term-card.
- Assisted with this year's membership drive, helping to raise hundreds of thousands of Pounds. I gave countless tours of the Union buildings to freshers, and ran Freshers' Fair stalls in OUSU and in various Colleges.
- Worked with the SBS Liaison Officer to establish closer connections between the Union and the SBS, not least due to the assistance MBA students are able to give us with speaker invitations and with raising revenue.
- Endeavoured to improve the ease with which members can make speaker suggestions.

**Verity Hubbard – Treasurer:**

The Treasurer failed to submit a report

## **Ssuuna Golooba-Mutebi – Secretary:**

In accordance with Rule 22, during the Christmas vacation, I worked in the Secretary's Office for a period of 36 days.

### **Secretarial Admin:**

In accordance with Standing Order E13, I produced a list of useful contact details and distributed this to the committee and staff.

I ordered Oxford Union 'stash' from Shirtworks for the committee members who requested it.

I have, so far, received three applications for residential membership, from Will Hall, Suzanna Mason, and Robert De Newtown. I interviewed them and formed the opinion that they are of good character and would contribute to the Society. Upon bringing a recommendation to the Standing Committee, their applications were approved and they have since made the relevant payments in the General Office in order to become residential members.

### **Meetings and Minutes:**

I have fulfilled my duties by taking the Minutes of the Standing Committee. I have chaired all meetings of the Secretary's Committee and I have scheduled meetings of the Wines & Spirits Committee for 6<sup>th</sup> Week and 7<sup>th</sup> Week. At the end of my term of Office, I will send my minutes to the Office Secretary to be bound, as required by Rule 22(a)(ii).

### **Socials:**

In accordance with Rule 22(c):

1. I have organised and run three very successful 'Pub Quizzes' which took place on Tuesday of 1<sup>st</sup> Week, Wednesday of 3<sup>rd</sup> Week, and Tuesday of 5<sup>th</sup> Week. I am planning a final Pub Quiz to take place on Wednesday 7<sup>th</sup> Week.
2. I single-handedly organised the black-tie (with masks) 'Venetian Masquerade' Ball, which took place on Friday of 4<sup>th</sup> Week (6<sup>th</sup> November 2015).

The Ball sold out (600 tickets) nearly two weeks in advance, with Members' tickets selling for £60 and Guests' tickets selling for £70. The contribution is in the region of £3,600 excluding VAT (though the precise figure is to be confirmed when the accounts are passed by the Standing Committee). Judging from the feedback I have received, the Ball seems to have been a tremendous success.

In order to prepare for the Ball and negotiate the best deals, I contacted the following companies (the companies actually used are emboldened):

- Marquee:
  - **Mudway Workman Marquee Contractors.**
- Cleaning and bins:
  - **Wilko.**
  - **Oxford Council.**
  - **Jim (Oxford Union Cleaner).**
- Theming and props:
  - **Oasis Events.**
  - Global Ice Sculptures.

- Theme My Party.
- Event Prop Hire.
- Theme Traders.
- Drink:
  - **Matthew Clark.**
  - **Booker Cash and Carry.**
  - The Missing Bean.
- Food:
  - **Vaults & Garden Café.**
- Disposables (e.g. plastic glassware and tableware):
  - **Party Plastics.**
- Live music:
  - **Keep It Trill.**
  - **Donut Kings.**
  - **Oxford University Orchestra.**
  - **The Food of Love.**
- Silent Disco:
  - **Silent Disco Company.**
  - **Harry McSwaine.**
  - Silent Disco King.
  - Silent Social.
  - Hedfone Party.
- Other entertainment:
  - **Circus Malabaristas.**
  - **Kelly's Occasions.**
  - **RAG Casino.**
  - Alive Network.
  - Warble Entertainment.
- Photographers:
  - **Roger Askew.**
  - **Electra Lyhne-Gold.**
- Security:
  - **Absolute Event Solutions.**
- First Aid:
  - **Absolute Event Solutions.**

### **Other Work:**

In addition to my Secretarial work, I have assisted in both the President's and Librarian's offices in the following ways:

- I assisted in inviting speakers to the Union, including Naomi Campbell, Wizkid, Sofia Vergara, Rihanna, Beyoncé Knowles, Andy Murray, Maria Sharapova, Mariah Carey, and Kelly Rowland.
- I confirmed the visit of Akala (MT15).
- I assisted with the preparation and proofreading of the term-card.

## **Niamh Coote – Librarian-Elect:**

I did 20 Vacation days over the summer. During these days I spent a considerable amount of time working on Charity Partnerships and looking in to new partnerships that could be made with the Union – working with the President elect.

Towards the end of my vacation days I worked with some of the other Officers on the new project to expand our media presence and attended meetings with a consultant to discuss us hiring a new Digital Manager. I also worked with the Bursar to go through the union website and try to remove and correct all factual errors and make the body of the text work better.

I also came back just before term card deadline and worked on various debates, inviting speakers for the marriage, media and No Con debates especially.

I invited the following speakers:

Libby Lane  
Catherine McKinnell  
Rupert Grint  
Yvette Cooper  
Jeanne Gramick  
Kerry McCarthy  
Lilian Greenwood  
Nia Griffith  
Lisa Nandy  
Diana Eck  
Sarah Coakley  
Emily Watson  
Ellen Burtsyn  
Ariana Grande  
George Takei  
Chris Cooper  
Louis Smith  
Emilia Clarke  
Hilary Devey  
Harvey Keitel  
Demi Moore  
Elle Mackpherson  
Rachel McAdams  
Katheryn Bigelow  
Chad Michael Murray  
Jason Biggs  
Justin Timberlake  
Amanda Seyfried  
Chuck Norris  
Mark Lawrenson  
Peter Jones  
Cameron Diaz  
Olivia Colman  
Nina Dobrev  
David Gandy  
Bill Murray



Gene Hackman  
Pippa Middleton  
Zoe Wanamaker  
Jim Broadbent  
Jason Statham  
Eddie Murphy  
David Hasselhoff  
Hilary Devey  
John Rhys-Davis  
Ewan McGregor  
Cara Delevigne  
Matthew Lewis  
David Tenant  
Michaelle Dockery  
Charlize Theron  
Jimmy Choo  
Clint Eastwood  
Christian Louboutin  
Mila Kunis  
Sam Smith  
Karl Pilkington  
Jennifer Anniston  
Ian Somerhalder  
Tom Felton  
Winnie Harlow  
Nicole Kidman  
Sarah Jessica Parker  
Clive Owen  
Emma Thompson  
Zooey Deschanel  
Julia Roberts

I also contacted around a number of different publishing agents.

## **Noah Lachs – Treasurer-Elect:**

1) I oversaw the Membership Drive, this involved:

- Organising tours and presentations for colleges
- Organising Drinks Events during 0<sup>th</sup> (lgbtqia, Brookes, Grad., Int.)
- Organising the Union Freshers' Fair (we made about 2k)
- Running Union stalls at external fairs e.g. OUSU
- Rewriting and designing the Freshers' Guide
- Running Union Social Media projects e.g. promo videos
- Managing physical promo e.g. Student Press
- Many other things here and there that have escaped my mind at this moment in time

There are positives and negatives to be taken from the Membership Drive this year. Whilst we raised a lot of money, regrettably, the target was not reached; I believe this had more to do with the context/climate within which we find ourselves selling the Union (as well as the increased price) than it has to do with method. Of course, some things could have been better; specifically, communication between the President and me. One plus side is that we sold more Access Memberships than ever, and more instalment memberships. This reflected my decision to actively promote these options with the view of improving access.

2) I've started not working on Sponsorship for next term, this involves:

- Expanding the database of companies to contact
- Disseminating the Sponsorship Pack to relevant contacts Forming/Running a Sponsorship Committee
- Liaising with SBS re more complex revenue options e.g. monetisation of digital content

3) General work I've been doing for next term:

- Deciding debate topics and motions
- Speaker follow ups

## **Henna Dattani – Standing Committee:**

### Work over vacation

I did 24 vacation days over the holiday

I worked in the librarian's office inviting speakers via e-mail and letters

I worked in the president's office inviting speakers via letters

I worked on various jobs during the ball including toilet duty (entailing picking up sick from the floor), shot duty, champagne duty, and bin duty.

### Organising social

I spoke to and am using the following companies regarding my Jazz social:

- Keep it Trill (St John's college jazz band)
- Somerville college Jazz band
- Party plastics (glasses)
- Matthew Clarke (alcohol)
- Natalie chocolates

I also responded to various questions on the facebook event page

### As a member of TSC

I have been the delegate on the Access Committee and proposed that TSC change the title of the BME officer to Ethnic Minorities Officer, as per the requests in access committee.

## **Mia Smith – Standing Committee:**

During my time on Standing Committee I have attended a number of meetings, including CCC, Standing and Finance Committee, the last of which I am Secretary for. These all take place on Monday and consult on a number of each; I feel that I have taken an active role in all, often contributing to discussion and offering points.

Further, I have taken part in the implementation of a number of events, including the Oxford Union ball. I spent most of my evening cleaning, emptying bins, and making sure that the members attending were having a good time.

During the summer vacation I worked predominantly on hand written invitations to high profile speakers during the days I was at the Union. I also sent a number of email invitations and helped to organise the Media Empires Debate, which I had the pleasure to speak 1st Opposition in in 5th week of this term.

## **Callum Tipple – Standing Committee:**

My name is Callum Tipple and I am an Elected Member of the Standing Committee for Michaelmas Term 2015. Throughout the course of this term and over the vacation my primary responsibility has been to secure and to arrange the visits of high-profile speakers to the Oxford Union (rather than working on debates or on sponsorship), and to iron out the final details of their visits.

With regards to speakers, over the vacation I negotiated with a variety of speakers who were interested in visiting the Union. This led to successful confirmations of two speakers – Hozier (who will be visiting in 7<sup>th</sup> Week) and Eva Longoria (who will be visiting in 8<sup>th</sup> week). Once the wheels for these visits were in place, I spent a large proportion of the term confirming the transport arrangements, financing etc. in conjunction with the President and the Librarian. The details for these speakers should now all be in place, and I eagerly anticipate their talks over the next two weeks. On the speakers side I think that I had good success in confirming two high-profile speakers, though I hope to follow up on promising leads and contacts in the next few weeks to hopefully secure more top speakers for Hilary.

Further to my work on the speakers side, I also played a key role in the Membership Drive to raise funds for the Union at the start of term. This involved me contributing to discussions on strategy, pushing the Union talks and tours to all Freshers at my college, and assisting with the social media publicity which we focused on this year. This proved to be relatively successful, though perhaps a more coherent strategy for targeting the negative publicity campaign in Hertford would have helped to boost numbers further.

I contributed to a range of discussions over the term in Ordinary Meetings of the Standing Committee on a wide range of matters, from the signing of contracts to potential media exposure through TV. I believe that I played a key role in pushing these discussions on, though I hope to have an even more vocal voice in the final few meetings of term.

Finally, I advised on and played a key role in the running of the social events organised by the Secretary and Henna Dattani over the course of this term. Having advised on publicity for the events, I helped to set-up the Venetian Masquerade Ball, and also worked the entire night on the bars and on the cloakroom, alongside some less savoury duties (such as mopping up vomit). The ball was a tremendous success, and I congratulate the Secretary on the results of all of his hard work! Though I am not working the Jazz and Chocolate Social in 6<sup>th</sup> week, I nonetheless expect it to be another fantastic night.

All in all I believe that it has been a really successful term for the Oxford Union, and I feel that I have made a valuable contribution towards this through the confirmation of speakers, my work on the Membership Drive and on socials, and my contributions to meetings of the Standing Committee. I hope to speak up somewhat more on matters that I consider to be important in the final few weeks, and I'd finally like to thank the rest of Committee for making this term such a pleasant one to be a part of. It wouldn't have been the same without them.

## **Tim Cannon – Standing Committee:**

Tim Cannon failed to submit a report

## **Jonathan Tan – Standing Committee:**

Tasks completed:

- Completed Vacation Day work, in part remotely (from home in Singapore/Bangkok), including the timing of the Taylor Swift Video, Speaker invitations, Celebrity tracking
- Facilitated the organisation of the Oxford Union's Fresher's Fair, including contract acquisition and logistical support
- Present and voting at Standing Committee meetings and consultative committee meetings
- Helper at the Union's Ball

Tasks to be completed by the end of term:

- Continue attending the remaining meetings of the term
- Aid in the logistics of any upcoming events
- Sponsorship acquisition for the upcoming terms

## **Michael Li – Chair of the Consultative Committee:**

### **Duties as specified in rule 20 (d):**

1. Distribution of term card: done successfully on Tuesday of 0<sup>th</sup> week. Two rounds of deliveries were required, given that every student receives a termcard as part of the Membership Drive. So far we have had no members getting in contact about not receiving a termcard.
2. Produce and distribute publicity: Produced Membership Drive flyers with the Treasurer-Elect and Bursar, assigned distribution duties to all members of Committee, and ensured that these were delivered in a timely fashion. Also responsible for allocating duties to all members of Committee during Freshers' Week.
3. Society's website: website was quickly updated with this term's term card & committee.
4. Archives: Sustained positions of Archivist (Graeme Hall) and Assistant Archivist (Joseph Diwakar).
5. Setting up for speaker events: Ensured set-up and tidying up for every speaker event of Michaelmas Term 2015 with assistance of members of Secretary's Committee, and (intermittently) the Chief of Staff and CCS. Ensured set-up for all of the Public Business meetings thus far.
6. Chair of Consultative Committee: have chaired every Ordinary meeting of the Consultative Committee and have ensured the title of every Emergency Debate Motion (as well as any other motions passed during the meetings) are on the Notice board by noon the following day. Co-ordinated with the CCS to ensure that minutes are kept up to date both on the board and in the minute book. Ensured that absences were recorded more formally and the proper votes on absences took place, after recommendation from the SDC Report of 16<sup>th</sup> March 2015 and with assistance from the Returning Officer.
7. Order paper has been produced by the General Office, have selected Tellers for debates from members of Secretary's Committee. Have ensured the results of Public Business Meetings have been communicated quickly and effectively.
8. Recordings: have ensured audio recording of all Public Business Meetings, Private Business Meetings, Informal Debates and Speaker Meetings (with one exception, due to an error by a member of Secretary's Committee). Moreover, have liaised with the film crew to ensure high-quality video recording, and ensured that we have a signed speaker release form for every event taking place.
9. Assisted with logistics for social events, including serving as the Secretary's deputy for the Michaelmas Venetian Masquerade Ball, coordinating the Jazz Social with Henna Dattani, and attending the Pub Quizzes.
10. Responsibility for arranging travel and accommodation for all speaker events this term, and assisting the Chief of Staff with debate arrangements.
11. Scrutiny was not needed this term.
12. During this term, I am extremely fortunate to have been supported by a highly motivated and proactive Secretary's Committee. I am also grateful for the assistance and cover I have received from Alfred Shaw (Chief of Staff), Samuel Billington (ex-CCC, Strategy Coordinator), and William Barnes (CCS).
13. Incoming CCC has not yet been elected: will ensure a briefing meeting with the President-Elect and the Bursar once the incoming CCC has been elected.



## **Alfred Shaw – Chief of Staff:**

In my role as Chief of Staff I have:

- Assisted Charlie in inviting speakers over the vacation
- Managed the GLO team at every debate this term
- Aided Michael Li in setting and clearing up after events on an ad hoc basis, particularly when his schedule limits what time he can arrive/leave the Union.
- Co-enforced on behalf of Ssuuna at the Ball

Over the remainder of the term I will:

- Work on behalf of Henna at the Jazz and Chocolate Social
- Manage the GLO team at the two remaining debates
- Assist Stuart in inviting speakers
- Assist Noah in securing sponsorship
- Shadow Will Barnes in his role as CCS

## **Jack Lennard – Press Officer:**

My duties:

- Organise press presence at events.
- Organise and monitor press coverage before, during, and after events.
- Maintain an amicable and positive dialogue between the Union and both the student and national press.
- Organise the division of interview access between The Cherwell and The Oxford Student.
- Distribute physical press passes at events.
- Host the press visitors for events and ensure they have an enjoyable and useful visit.
- Monitor interviews with speakers.
- Update press clippings board.
- Be first point of contact for press enquiries.

Organisations with which I have been in communication, and who at those organisations:

- NME (Helen Thomas).
- The Independent (Jamie Merrill).
- The Times (Devika Bhat, James Burleigh, David Byers, Jim Mclean, Jeremy Griffin, Jenny Booth, Grant Tucker, Raphael Hogarth).
- The Economist (Holly Donahue).
- The Daily Mail (Karl Smith, Tim Knowles, Neville Dean, Steven Henry, Keith Gladdis, Marianna Partasides, Ben Taylor, Ben O'Driscoll).
- The Sun (Veronica Lorraine, Steve Smith, Kevin Lowry, Hayley Richardson).
- The Guardian (Andrew Culf, Mat Smith, Polly Curtis, Rosie Swash).
- The Daily Telegraph (Mark Hughes, Bill Gardner, Hayley Dixon, Sarah Crompton, Camilla Turner).
- Sky News (Giles Winn).
- BBC (Johanna Howitt, Joanna Humphreys, Natasha Mardikar, Paul Carter, Ed Prior, Daniel Avis, Martin Eastaugh, Deirdre Finnerty, Trystan Young, Cathy McMorro, Peter Henley).
- Demotix (Marta Bescos).
- OpenDemocracy (En Khong).
- Bloomberg (Robert Hutton).
- Huffington Post (Owen Bennett).
- Die Ziet (Khuê Pham).
- RT Ruptly (Antonia Becht).
- INS News Agency (Julia Corbett).
- Press Association (Steven Stocker).
- Borkowski.do (Gerard Corvin).
- UKIP (Gawain Towler).

## **Claire Butler – Access Officer:**

This term I have been focusing on both internal and external access. To improve the relationship of the Union with the local community and to utilise the skills of members of the society I have been trying to organise local schools to come and visit the union. This has included schools coming just for a debating workshop, or schools coming for a workshop and to watch a Thursday night debate. In addition I have ensured that it was possible for a school group to come that just wanted to draw the buildings.

In addition to this, I have been working on a survey for our members. This is currently targeted at female students, but I hope to expand the survey to other groups in the future. The survey aims to collect data about how the members feel the Union is run, and what the members would like us to do better in the future. I feel the survey will be essential for shaping the roles of access officers in the future.

## **Harry Samuels – Access Officer:**

This term, the business of the Access Officers have included:

- Organising school visits and school events
- Taking a party of 60 Danish visiting students around the Union
- Changing the name of the BME Rep to the Ethnic Minority Rep
- Continuing to scrutinise the actions of Standing Committee with regards to access work.

Over the rest of the term, I will be seeking to meet with the Treasurer and the Treasurer-elect to examine the current fines, fees and expenses regimes, with view to making elected office more accessible for all.

## **Alys Key – Women's Officer:**

This term I have assisted with the publicity for several women-focused events, including the Hub Dot networking evening and the screening of *The Hunting Ground*. Both of these were well-attended, however there is still much to do in terms of encouraging women to attend all Union events, and to make sure men are also attending events which are perceived as “women’s events”. I am focusing on creating some sort of consistency in the Women’s Officer role by preparing a hand-on document, and have consulted with various people about this including the President-Elect and the Female Access Officer. If anyone else has any input on how the Women’s Officer role should develop or has any suggestions in general for encouraging women’s involvement in the Union, please do not hesitate to contact me [womens.officer@oxford-union.org](mailto:womens.officer@oxford-union.org)

## **Max Ramsey – LGBTQIA+ Officer:**

- Sent a list of suggested speaker invites who were invited and resulted in multiple speakers attending.
- Organised a successful drinks event in Freshers week for the LGBTQIA+ community. Freshers were especially encouraged but it was open to all.
- Acted as a point of contact for LGBTQ+ members to raise issues, meeting with several members over the course of the term.
- Attended Access Committee when possible, and contributed ideas and suggestions.
- Promoted LGBTQIA+ speaker events, particularly Asifa Lahore (today at 5pm on 19/11/2015), by inviting people, posting on facebook groups, and putting it on mailing lists.

## **Ryan Tang – BME Officer:**

In accordance with the initial action plan drawn up at the summer, I am pleased to report the following:

- BME Speaker Events. In coordination with the President and Standing Committee, I arranged the visits of Mo Abudu and Joshua Wong to the Oxford Union in 1<sup>st</sup> week and 2<sup>nd</sup> week respectively. I have also assisted the President-Elect in reaching out to BME speakers initially contacted over the summer.
- Socials and Outreach. In coordination with the International Officer, I organised a Freshers drink reception in 0<sup>th</sup> week that proved highly successful.
- Schools Access. I have assisted the Access Officers in this regard by reaching out to the English Speaking Union, a leading educational and debating charity nationwide. One of the top schools in their London Debate Challenge for state-schools in Greater London will be visiting the Union in 8<sup>th</sup> week.
- Access Committee. I have attended two out of three Access Committee Meetings thus far, and I confirm that I have been disseminating minutes on a regular and time basis as its secretary.
- Rules Change. The Access Officers and I have recommended to Standing Committee that the title of BME Officer be changed to Ethnic Minority Officer, pending ratification in a public business meeting.

## **Karim Khwanda – Graduate Officer:**

- Membership drive: I feel that I did a pretty good job personally connecting with almost all of the big grad colleges for the membership drive, and added value to a successful Grad Night at the Union, with the help of Noah, and Rob- who took a lot of responsibility on their shoulders to make it happen.
- I believe I was able to increase the number of grads attending Union events. Firstly, I made it a point to always bring people with me as a 'social group outing' whenever I came to events (4 or 5 times a week), and brought an average of 7 or 8 people with me to each event I attended (all grad members). In addition, through email lists, MCR visits, and word of mouth, I tried to advertise a diverse set of Union events to as specific a body of grads as possible , which I believe translated into an increase of 15-25 grads to events on average.
- Things that I plan to do before term ends: I intend to continue my principle role of getting as many grads to engage and attend the Union as possible. I also plan to continue fleshing out a couple of initiatives for the president/president-elect,- that explore potential natural synergies with entities such as the World Economic Forum, Chatham House, and others.
- Challenges/failures: I had a very difficult/ impossible time trying to develop a centralised communication channel to communicate with the grad body directly (whether the grad body of the University, or the Union). This was very limiting. I would have liked to have a Facebook page dedicated to grads, but I know that that page was closed down towards the end of last term (with good reason, I hear from Rob, who I'm sure had valid reasons to do so). There is also no accurate and updated MCR president list that I have access to- I had to build my own, for better or worse, and OUSU wouldn't give me access to theirs and was generally unhelpful.



## **Samual Billington – Strategy Coordinator:**

This role is a new one, and not defined in The Rules. Therefore, it is not possible to merely check off my achievements this term against a list of duties as one may normally do for such a role. There is no formal job description, however, the role is understood to consist of coordination and support of non-conventionally elected positions, as well as any other logistics assistance which may be needed.

This term, I have:

- Reviewed action plans for the International Officer, BME Officer, LGBTQIA+ Officer, Women's Officer and the Brookes Officer. Failed to receive action plans from the Graduate Officer or the Disabilities Officer, follow up for this was dealt with by the President. Advised relevant officers on their plans for the term.
- Kept in contact with relevant officers via email and/or regular Access Committee Meetings. Provided advice and guidance where needed.
- Acted as a 'crisis-response' person where necessary, including resolving an issue regarding a school tour group in coordination with the Access Officers, members of Debate Selection Committee and the Chief of Staff.
- Regularly assisted the CCC in his duties, as well as acting as a stand-in CCC on occasion (for example, for much of the Rio Ferdinand event.) Provided advice and guidance to the CCC and Chief of Staff where needed.
- Assisted with Termcard Delivery and the Ball, often in a logistics coordination capacity.
- Assisted the ex-Returning Officer in his attempts to organise an event, including acting as liaison between himself and Appointed Officials.
- Attended Consultative Committee, in order to ensure that I am kept up to date with logistical proceedings in and around the Union each week.

## **Nikolay Koshikov – Development Officer:**

Over the course of the summer vacation, I have spent 20.5 vacation days in the office. During this time,

- I worked in the President's Office inviting speakers for the following debates:
  - This House Would Give Up More OF Its Liberty in Pursuit of Greater Security
  - This House Believes The State Should Not Recognise Marriage
  - I have continued the negotiations with Ms Daisy Fletcher to invite Mr Evgeny Lebedev to speak at the Oxford Union.
- I have compiled a list of all officers from MT1965 to MT2015, that will help all future officers to:
  - Bring bigger speakers
  - Raise more funding for the society
- I have worked in the Treasurer's Office, where I created a new spreadsheet to be used by all future officers:
  - There are more 600 companies on this list
  - Relevant details of people to contact have been found for a substantial proportion of these companies
- I have finalised a partnership with Deliveroo, raising over £1700 for the Society.
- I have played a key part during the vacation and the open period to ensure that the Society has a successful membership drive:
  - Creating a list, inviting and confirming local companies for the Freshers' Fair
  - Discussing strategy with the President and the Treasurer-Elect.
  - Setting up, arranging and working during the OUSU Freshers' Fair
- I have facilitated the Venetian Masquerade Ball.
- I was part of a meeting with the SBS Liaison Officer to discuss how the Saïd Business School can cooperate with the Oxford Union to raise more funding for the Society.
- I have attended numerous meetings with Ublend to improve the digital communication with the membership.
- I have looked into ways in which our digital presence can be improved.
- I have attended meetings of the Finance Committee and the Standing Committee. As Ex-Officio, I have successfully registered my vote with the Secretary before the deadline.