



University of St Andrews Students' Association

Opportunities Forum Agenda

13th November 2025

1. Welcome & Introduction

- a. Chair's Welcome
- b. President of Student Opportunities' Introduction
- c. Questions Regarding the Activities Team Updates

2. Items for Discussion

- a. University Business
 - i. Dr Sarah Browne, Chair of the Orientation Committee
- b. Activities Team Business
 - i. Draft Laws
 - ii. Grants
 - iii. Charities Campaign
 - iv. Society Merch Store
 - v. Postgraduates Update
- c. Items for Decision
 - i. Election of the Chair

3. AOCB

- a. General Questions

Please stick around afterwards for a free jazz social starting at 21:00!



Opportunities Forum Updates

In advance of the Forum to be held on 13th of November, 19.30-21.00 in 601



We're excited to share with you some key updates in advance of the first Opportunities Forum (formerly Activities Forum). This document aims to summarise the key action and discussion points from the past Forum and show what we've been working on in the weeks since then! You can find a full account of the minutes from the previous Opportunities Forum [here](#).

Grant-It Update

There will be an important update during the Opportunities Forum to explain more about the status of Grant-It and funding levels. This will also be discussed at the All Student's Forum taking place on Friday the 14th of November.

You asked about if we have a written Term of Reference for the Grant-It scheme.

The Societies Committee is currently rewriting the Terms of Reference (TOR). We aim to have an updated terms of reference ready by the start of second semester for the reopening of Grants. We welcome all suggestions for updated Terms. If there are any suggestions, please contact Justin (Socs@).

You asked about bias and conflict of interest safeguards for Grant-It.

The 5 members of the Grant-It team are the Societies Officer, Societies Grants Officer, Societies Grants Assistant, Activities Coordinator and President of Student Opportunities. While the President of Student Opportunities maintains full control over the Grant-It: Activities budget, RoMo has agreed that all officers must agree to approve the grant. If there are any biased Societies Committee members, the PresOpps will ask them to recuse themselves from the discussion. The Activities Coordinator is an entirely unbiased perspective, as a non-student member of staff, and can intervene if they believe any of the Student Officers, including the PresOpps, are biased. If the Grant's Officer is deemed biased, the Grants Assistant can replace the Grants Officer in that scenario.



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Charities Update

The elected Charities Officer had to step down due to personal circumstances. We are currently in the middle of the co-opting process, and hope to have a new Charities Officer by the end of November. Amy Elvins is the interim Charities Officer. If you would like to apply to be our Charities Officer, please send a short (no more than 400 words) to activities@st-andrews.ac.uk explaining your past experience, why you'd be a good fit for the role and what your goals or priorities for the year ahead would be, by Monday 10th of November.

The first major fundraising campaign (RAG Dare2Donate) has raised over £800! The campaign has exceeded our capacity for Race2Madrid and are currently working through a considerable waitlist. CATWALK Launch event has sold out of all tickets bar the final release!

Society Training

We've taken on board your feedback about the accessibility of the training. For next year, we'll be removing all fill-in-the-blank questions to avoid hold ups and errors. We'll also be adding closed captioning to make the training accessible. We're also working with DSN to create a mandatory accessibility training for societies.

You said using one email for the training was complicated and created issues.

We're making this clearer in the training materials for next year. Societies should create one account using their society email address, and then share the password with their committee members, so we can keep a track of who has completed trainings.



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You asked us about when the SRC Treasurer training would be available.

There has been a delay in the training currently all we have available is the old treasurer training on the website on the Officer's page. When the new management account is hired the full training should be released.

New Society Affiliation Process

Last Activities Forum (now Opportunities Forum), we passed the New Society Affiliation Process, with 16 votes in favour.

On October 29th the Societies Committee held our Affiliations meeting. We gave prospective status to 19 societies. This month, we are holding workshops to aid Societies in this process every Wednesday from 3-4 in the Activities Office, formerly Socs Room D.

By November 26th, we aim to have all 19 Societies complete the required steps for affiliation and send them the affiliations agreement to sign before the start of second semester.

Employability Strategy

The Employability Strategy was discussed at the last Forum. Unfortunately, our elected Employability Officer had to step down due to personal circumstances. We are therefore in the process of Co-Opting a new Employability Officer. We hope to have a new Employability Officer by the end of November! If you would like to apply to be our Employability Officer, please send a short (no more than 400 words) to activities@st-andrews.ac.uk explaining your past experience, why you'd be a good fit for the role and what your goals or priorities for the year ahead would be, **by Monday the 10th of November.**

In the meantime, Romo and Beccie (Employability and Volunteer Intern) have been having regular meetings with the Careers Centre. Beccie hosted an Early Careers in Finance and Consulting Alumni Panel involving 6 alumni and over 20 students to find more about potential career paths.



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We're also currently discussing with the Careers Centre and IELLI to host a workshop aimed at student volunteers, to help them understand how to discuss their voluntary experience in a cover letter or in an interview context.

Volunteering

We are holding our Volunteer Opportunities Fair this Friday from 2pm-4.30pm in Club 601. We'll be welcoming 19 different organisations and charities to share their opportunities with our students, including both Union affiliated and external projects. We are collaborating with the Careers Centre for this project, to help students translate their volunteering into employability skills!

We've been pushing forward with the LinkedIn Badges, and have a design made for them. We're also still in discussion with IELLI and the Portal Software Engineer about making the necessary changes to implement the new Postgraduate Volunteer Awards.

We've also had our first Volunteer of the Month, Yin Xin, the founder and President of the Baking Society! Congratulations Yin Xin!

You asked us if Postgraduate students would be able to back log volunteer hours from their time as an undergraduate.

This will not be possible, as it's important that the award relates to hours completed during the time as a postgraduate.

Volunteer Portal

We've been working hard to improve the Volunteer Portal and the user logging experience. We're happy to share that X number of hours have been logged on the portal in the past month. We're currently undergoing a process of re-forming and rationalising the Volunteer Portal, to streamline the volunteer hour logging process. This has included adding a new 'Project Officer' category of access, to give more autonomy to SVS (St Andrews Voluntary Service) Committee members.



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You told us that there were inaccuracies on the portal, with former staff members still being on the portal.

We've gone through and systematically removed any non-current staff members.

You said there wasn't enough visibility and awareness of the Volunteer Portal.

We are advertising at the Volunteer Opportunities Fair and we're currently working on plans to introduce friendly competitions between University Hall Committees and other volunteer groups to encourage portal logging. We're still open to any ideas you might have about how to best motivate students to log their hours!

Union Space

You told us that the current Space Planning lacked space for volunteers, who often found themselves either having to spend money they didn't have or taking space away from paying customers.

All Officers should now have access to the Representation suite. We're still looking for other solutions for spaces for volunteers.

You told us that you felt that the Representation Suite and offices weren't being utilised to the best of their ability.

The Space Review is still developing and as more updates come in, we will pass them on.



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Format of the Opportunities Forum

You told us it didn't feel clear which items were to be voted on or just discussed. You thought the lack of documents in advance prevented you from making an informed decision when voting on matters.

We're trialling a new agenda format for this Forum, which clearly categorises items into updates, discussion points and items to vote on. We're hoping this makes it clearer for you to understand.

We're also experimenting with this updates document to help you understand what we've been up to, and also allow more time for fruitful discussion during the Opportunities Forum

Thanks for reading and we hope to see at the
Opportunities Forum, taking place on
Thursday 13th of November from 7.30pm until
9pm!

Please do reach out with any questions to
activities@st-andrews.ac.uk or raise it at the
forum!

Best Wishes,
YOUR Activities Team