



UNIV

JCR guide

2023



President's Welcome

Welcome to Univ!

My name is Ardeel (he/him), I'm a second year PPE student from Birmingham. I will be your JCR President for the academic year.

First of all, a huge congratulations to each of you for earning a place here at Univ. The University and tutors here at Univ have recognised great academic potential and achievement within you and I hope you are all proud and excited as you embark on your journey here at Oxford.

I imagine you are feeling a mixture of excitement and nervousness as you prepare to start university and move into Univ but that is very normal. Just know that no matter your background and interests, there is a place for you in our very friendly and close knit Univ community. University can come with challenges particularly with living independently, however the JCR and College are aware of this and have support in place to make this transition as easy and smooth as possible

My job as President is to be the JCR's chief representative to College, working to enhance life at College for all members of the JCR by representing students' views to College staff. I also oversee the JCR Committee who work hard to run events and ensure everything runs smoothly for you.

An important part of my role as President is to be available and open to all JCR members to help address worries and problems. Now that each of you are part of JCR this extends to you! Even if I can't directly solve something, I can definitely refer you to someone who can.

You can reach me at
jcr.president@univ.ox.ac.uk or
ardeel.hussain@univ.ox.ac.uk

I look forward to meeting you all in October!

Ardeel (JCR Pres)



What is the JCR?

The "JCR", or "Junior Common Room", is a term with two meanings.

The first meaning refers to the body of undergraduate members of the college, including everyone from finalists to first years (you!).

The second is the physical room in college reserved for use by those members — our common room is a lively and comfortable space, hosting our meetings, welfare teas and much more. We have a piano, foosball table, TV & console as well as many comfy places to sit!

The JCR has a committee made up of students, who are all here to help you out. They will run events from Welfare Weeks to BOPs for the JCR to enjoy.



The JCR is located on the small, historic Logic Lane, which runs through Univ!

How can I get involved?

JCR meetings occur around every week or two during term time, typically on Sunday. These meetings are the main way most students are actively involved in Univ student democracy and have a few key components.

One such part is the proposal and voting upon of motions — for example, a motion to fund a student project could be proposed and voted upon.

The second is elections or hustings (in cases where voting takes place later), where students can put themselves forward to become part of the committee. JCR meetings also come along with free pizza for attendees to enjoy!

You can find out more about JCR meetings, including standing orders and our election timetable, at univjcr.com.

Executive Committee



Ruitao Yang (he/him) VP/Treasurer, RAEM Rep & Charities Rep

Hi! My name is Ruitao and I am a second year PPE student all the way from Shanghai, China.

I will be serving as your JCR Treasurer/VP this year. This means that two main roles. As treasurer, I am responsible for allocating and managing the yearly budget – a sum of money the college grants to us

undergraduates every year. This money is primarily utilized by the diverse clubs, societies, and sports which Univ offers, but there's a ton of flexibility on how the money is spent (something you'll get to decide on!). Additionally, I also deal with anything generally financial which concerns undergraduate life, with one notable instance being leading the yearly rent discussions with college alongside the President (Ardeel). As VP, I head the 'Entz' section of the overall JCR committee, which includes entz, arts, charities, and sports, as well as help out with any and all sorts of JCR related items.

Apart from being the Treasurer/VP, I am also one of your RAEM (Racial and Ethnic Minorities) reps and charities reps (Tara being the other in both cases). As RAEM rep, I act to support all RAEM students at college and host RAEM events. As charities rep, I organize fundraisers and coordinate the donation of funds raised to charitable causes.

If you have any questions about the JCR, life at college or PPE, or have any suggestions regarding the budget (or anything, really), drop me an email at ruitao.yang@univ.ox.ac.uk or jcr.treasurer@univ.ox.ac.uk. I look forward to seeing you guys around the college!

Héloïse Picolet-Rivet (she/her) VP/Affairs & International Rep

Hello ! I'm Héloïse, a second year PPEist from France. In my spare time I like to lose bumps races and play world-class tiddlywinks. As one of the two JCR Vice Presidents, I act as one of the 'right hands' to Ardeel, assisting in dealings and communications with college staff and organising communication within the JCR committee.

As head of JCR Affairs, or Secretary, I schedule, send agendas for, and minute the JCR meetings we hold fortnightly – please contact me at jcr.secretary@univ.ox.ac.uk if you would like to send in a motion, with recent motions including 'War Relief for Sudan', 'Motion to fund a Poetry Society'. I also head the 'Operations' side of the committee: Academic Affairs, IT, Hall and Accommodation, Access Officers, and Environment and Freshers Reps.

As International Students Representative until you elect a new one in Michaelmas, I assist and organise events for international students. If you are an international student and have any questions at all from visas, storage, phone numbers or if you're simply feeling homesick or confused about British culture, I will be happy to help directly or put you in contact with someone who can help you!

You can email me at heloise.picolet@univ.ox.ac.uk.



Welfare, Equality & Diversity Group



Zoë Shah (she/her) Female Welfare Rep

Hi! I'm Zoë, a second-year English Literature student from Manchester. I'm this year's female welfare rep, working alongside Marcus and our trained peer supporter team to make Univ as friendly and welcoming as possible for people from all backgrounds.

Your first year at Oxford can be a fun and exciting time, but it's also completely normal to struggle finding the balance between work, socialising, and rest. That's why we'll be available to listen to your concerns and organise relaxing welfare events throughout the year. Our aim is to make these events as inclusive as possible, so your ideas and feedback are always welcome!

My role also includes advocating for improvements to any welfare concerns that you bring to me. If you do have concerns, ideas, or just want a friendly chat, you're always welcome to send me an email (zoe.shah@univ.ox.ac.uk or jcr.welfare@univ.ox.ac.uk).

Enjoy the rest of your summer, and see you soon!

Marcus O'Connor (he/him) Male Welfare Rep

Hi! I'm Marcus, a second-year classicist and this year's welfare rep along with Zoe. We'll be people you can always turn to for a chat or if you have any problems or questions about life in college.

Life at Uni can be stressful and challenging at times but the Welfare reps, along with the Welfare team at Univ and the peer supporters are always here to be of service. We'll be seeing you most weeks at Welfare tea, where we'll provide loads of snacks and especially during welfare week in 5th week for some activities during the most challenging part of the term.

Until then feel free to contact the welfare email account at jcr.welfare@univ.ox.ac.uk if you have any questions, and feel free to contact me directly at marcus.oconnor@univ.ox.ac.uk as well, and just remember that if life at Uni ever gets hard both I and the welfare resources at college will be there.



Welfare, Equality & Diversity Group



Ben Woollin (he/him) Class Rep

Hi, I'm Ben, a second year Law student from Leeds. I'm the Class Equality Rep for the JCR. Oxford is not synonymous with accessibility, and the traditions, atmosphere and expectations at the university can still be daunting for working class and first-generation students.

As Class Equality Rep I represent these concerns to the College and JCR, and work to ensure that equal opportunity remains a principle of the utmost importance at Univ. The College has been at the forefront in driving equality at Oxford, with excellent bursary schemes ran by the Old Members' Trust, as well as the Univ Beacon Programme; aimed at aiding underrepresented students.

Please don't hesitate to contact me with any questions about bursaries or access at benjamin.woollin@univ.ox.ac.uk, and we'll see you in October!

Tom Campbell (he/him) LGBTQ+ Rep

Hello! I'm Tom, a 2nd year studying Philosophy and Linguistics. I'm the LGBTQ+ rep for the JCR, so I am in charge of hosting events such as the weekly and uni-wide "Tuesgays", queer formals and punting pre-drinks, as well as intercollegiate social mixers. In JCR meetings, I support and propose motions on LGBT issues, and advertise demonstrations and talks around Oxford. I also have the responsibility of buying crucial supplies, such as rainbow stickers and picnic blankets! I hope that univ feels like as much of a warm, welcoming, and safe place for you as it has for me. If you have any questions, please don't hesitate to get in contact with me. Looking forward to seeing you all soon!



Katy Griffiths (she/her) Women's Rep

Hi, I'm Katy, I study Earth Sciences, I'm from near Manchester, and I'm your Wom*n's Rep this year.

I am involved with Univ's Board Games society, and like to read and play with makeup.

As Wom*n's Rep I act as a point of contact in the JCR alongside the other liberation reps trying to make Univ a more inclusive place, I also deal with the Wom*n's Budget, help sort out sanitary products around college, and am also involved in creating events.

You can email me at katy.griffiths@univ.ox.ac.uk

Welfare, Equality & Diversity Group



Tara Narayan (she/her) RAEM Rep & Charities Rep

Hey! I'm Tara, a second year PPE student from Sydney. I serve as one of the RAEM reps and Charities Reps alongside Ruitao.

As RAEM reps, we try to make Univ a welcoming and inclusive place for people of all ethnic backgrounds. Oxford can be daunting at first, especially if you're missing cultural events or activities you would normally be involved in at home, so we try to organise events to

celebrate diversity within the Univ community. We've held events from K-pop and Bollywood parties to Chinese New Year livestreams and movie nights. More importantly, we're here to help people feel welcome, so feel free to come to us with any concerns you may have, or even just for a chat :)

For Charities, we try to fundraise at Univ and with other Oxford groups such as the Student Union. If you've got any charities you're passionate about or fundraising ideas, please get in touch!

Feel free to email me at tara.narayan@univ.ox.ac.uk - looking forward to seeing you all soon!

Jamie-Louise Lucas (she/her) Students with Disabilities Rep

Hi, I'm Jamie, a law student here at Univ. As disabled students rep, I'm here to listen to disabled voices, support people with engaging with college, and liaise over issues impacting the disabled. For example, I've been weighing in on the Univ North accessible accommodation plans to ensure they are fit for purpose.

When I'm not busy studying, I'm often at the Harry Potter Society, Univ's Community Choir, or just chatting to the porters and Lyra.

If you wish to contact me, whether to raise a concern or just have a chat, please feel free to send an email my way at jamie-lousie.lucas@univ.ox.ac.uk

Entz Group



Jack Douglas (he/him) & Amelia Stevens (she/her) Entz & Bar Reps

Hi we're Jack and Amelia, and we're the entz (entertainment) reps at Univ this year!

I'm Amelia - a second year psychologist from Reading and I'm Jack - a second year biochemist from Newcastle!

As Entz reps we will:

1. Organise your Fresher's Week club nights and some daytime activities like the Port Meadows Picnic!
2. Throw lots of themed BOPs (Big Organised Parties) and bar nights throughout the year! The first bop this year, the 'Glow Up' bop, will be glow-in-the-dark themed with more information provided upon arrival.
3. Host entire-college celebratory end of term events at external venues, such as the black-tie Oxmas (Oxford-Christmas) event!
4. We will arrange non-drinking events throughout the year, such as pub quizzes, bingo nights and more!

For any entz suggestions, bop-theme ideas, or questions in general, feel free to email us at:

jcr.entz@univ.ox.ac.uk (or contact us individually at jack.douglas@univ.ox.ac.uk and amelia.stevens@univ.ox.ac.uk). More excitingly, drop our insta a follow: @univ_entz

We loved the entz events and wider social aspect of our freshers year and we want to ensure the same success again this year for you!

Entz Group



Toby Ward (he/him) Arts Rep

Hello! I'm Toby, I'm a second-year music student, and your JCR Arts Rep.

My job is to organise events and socials involving all the arts – both visual and performance. We've previously run events such as 'Drunk Shakespeare' – where we perform an abridged Shakespeare play whilst under the influence of alcohol – and Valentine's Day decoration making,

and plan to run several more events over the course of this term and year. I also administer the Arts Contingency fund – a pot of money that can help fund the artistic endeavours of Univ students, whatever they may be. Finally, I also help run the regular 'open-mic' nights in the bar, alongside Lewis Croager and Declan Ryder.

I'm always really keen to hear ideas for events, receive applications for funding, or answer any questions you may have so please feel free to get in touch at jcr.arts@univ.ox.ac.uk or toby.ward@univ.ox.ac.uk.

Looking forward to meeting you all soon!

Kuba Surga (he/him) Sports Rep

Hey there! I'm Kuba, a second-year Computer Science student from Czech Republic. As the JCR sports rep at Univ, I'm your point of contact for all things sports-related. Whether you want to join a club, start a new one, or have equipment requests, I've got you covered!

College sports are a perfect way to take your mind off studying and meet new people. I made great friends playing rugby and football last year, and you can too. Most, if not all, college sports clubs are welcoming to everyone, regardless of their abilities.

If you have any questions about sports at Univ, feel free to reach out to me at jakub.surga@univ.ox.ac.uk. See you in October!



Operations Group



Maeve Burton (she/her) & Dominic Seymour (he/him) Hall & Accommodation Reps

Hi! We're Maeve (2nd year Earth Sciences) from London, and Dominic (2nd year Maths) from Manchester, and we're your JCR Hall and Accommodation reps this year.



Our role is to be your representatives when it comes to the living experience within college. For the "hall" side of the position, we're here to serve as a point of contact for members of the JCR (that's you!) to express their opinion about the food provided in hall, which we can pass on to the kitchen team. This covers the normal daily service from the buttery and formal dinners (which happen twice a week!), and so we're also responsible for organising events like the very exciting Christmas formal.

For the "accommodation" part, our main responsibility is organising the ballot system for rooms in second and third year (although you don't need to worry about this yet and we'll contact you later in the year about it). We're also the main point of contact between the JCR and college management for any accommodation-related issues, so please do get in touch if ever you need any help.

If you'd like to ask us any questions or raise an issue, either before you arrive or once you've settled in, then feel free to email us at maeve.burton@univ.ox.ac.uk, dominic.seymour@univ.ox.ac.uk, or jcr.accommodation@univ.ox.ac.uk and we'll do our best to answer your questions. Looking forward to welcoming you to Univ in October!

Tim Auth (he/him) Environment Rep

Hey everyone, I'm Tim! I'm a 2nd year PPEist and your JCR environment representative, together with Will Hough. There are a lot of ways in which Univ can improve its environmental impact and I'm there to work on this. I'm keen to try and improve recycling, energy efficiency and environmental awareness at Univ as well as to continue to subsidise eco friendly trashing materials - but I need Univites' suggestions and ideas to go above and beyond! Email me at tim.auth@univ.ox.ac.uk or jcr.environment@univ.ox.ac.uk



Operations Group



Briony-Mai Green (she/her) Access & Equal Opportunities Officer

Hi! I'm Briony (she/her), a second year experimental psychologist from Dorset, and I'm this year's access and equal opportunities officer.

Since starting at Oxford, I have got involved in both the Univ and Oxford Pumas women's rugby teams, and I also have an interest in reading and theme parks. As access and equal opportunities officer, my role is to ensure that Univ students do not face any barriers relating to access and

equality, as well as coordinating with the other lib reps in order to run events throughout the year for underrepresented students.

If you have any issues relating to access please feel free to contact me at jcr.equalopps@univ.ox.ac.uk or briony-mai.green@univ.ox.ac.uk

Kate Whitaker (she/her) Academic Affairs Officer

Hi, I'm Kate (she/ her), a third year law student from Doncaster and this year's JCR Academic Affairs Officer. When not in New Library, I can normally be found in the parks and nature reserves in Oxford.

As your Academic Affairs Officer it is my job to represent the JCR on all things academics, including sitting on the college's Academic Committee and meeting with the Senior Tutor to voice opinions/ concerns.

If you would like to discuss anything involving academics (or the JCR/ College/ Law/ Oxford), you can email me at jcr.academicaffairs@univ.ox.ac.uk or kate.whitaker@univ.ox.ac.uk. I look forward to meeting you all and welcome to Oxford!



Operations Group



Ned Stevenson (he/him) IT Officer

Hi there. I'm Ned (he/him). I'm a 3rd year computer scientist and the IT rep for the JCR. That means that I'm the one that designs and manages the JCR website (univjcr.com).

The website is your one stop shop for all the finest JCR info, resources, and other assorted goodies. Feel free to have a look if you ever need to remind yourself of the committee members, the sports captains, or JCR

welfare provisions. Another important thing that the JCR website offers is the reimbursement form. When you make a purchase on behalf of the JCR, like one for a college society or sports team, or one that is eligible for reimbursement, such as contraceptives and sanitary products, you can fill out the form and will soon be reimbursed. If you come across any issues with the website, particularly with accessibility, typos or mistakes, then please let me know by either finding me around college or at edward.stevenson@univ.ox.ac.uk.

Flora Wilson (she/her) Photographer

Hi everyone, I'm Flora. I am a third year studying classics, and I'm the JCR photographer. I have a sideline in professional events photography, and my job as JCR photographer will involve me photographing as many in-college events as possible, like bops, sports matches, plays, concerts, and some themed formals. When I'm not doing this, you'll probably find me doggedly advertising the music society.

These photos will go onto our (private) JCR Facebook group, and some will make it onto the website. If you would not like to be photographed, please email me at flora.wilson@univ.ox.ac.uk



Alex Rigamonti (he/him) First Year Rep

Hi! I'm Alex and I'm a second year PPEist from Surrey. In my first year, I've enjoyed coxing with the college boat club as well as exploring other opportunities in Oxford such as attending debates and talks by experts in their fields.

I'm also your JCR Freshers' rep. It's my job to help organise and run freshers week as well as to provide a voice on behalf of freshers on

issues brought up in JCR meetings. Please feel free to contact me at my email alexander.rigamonti@univ.ox.ac.uk should you have any questions about being a fresher at Univ and I'll do my best to answer them. Looking forward to meeting you all soon!

Packing List

Here are some suggestions from the JCR on what to bring with you when moving into College. It's not exhaustive but should cover almost everything! Do bear in mind that on a 'short contract' you will most likely have to move most of your things out of College at the end of each term.

Household essentials:

- Bedding: duvet, duvet cover, pillow, pillow case, fitted sheet
(Most rooms will have single beds, but College will inform you if this isn't the case)
- Toiletries: toothbrush, toothpaste, shampoo, etc.
- Towels
- Hangers for shirts/coats
- Laundry detergent

Admin:

- Bank cards
(since COVID, many Oxford businesses take card only)
- Cash
- ID: passport and/or driving license
- Medical details
- Passport style photos

Electronics:

- Laptop/computer and charger
- Phone and charger
- Extension cable
- Ethernet cable (optional)

Clothes:

- Casual clothes
(It is worth considering what type of clothing you will need for each term. Michaelmas is during autumn and winter so clothes for colder weather would be useful)
- Fancy dress (for BOPs)
- Formal clothes (for Formal Hall and events like Balls)

Academic:

- Stationery: pens, correction fluid, etc.
- Paper/Notepads
- Folders (to store work)
- Subject specific equipment: exam suitable calculator for STEM students, etc.

Food:

- Some plates and bowls
- Cutlery: fork, knife, spoon, etc.
- Glasses/mugs
- Tea towels and dishcloths
- Kettle
(note that some rooms and kitchens may already have kettles upon arrival)
- Bottle opener

Packing List

Optional:

- Pins for your pinboard
- Posters, photos, other pinboard suitable decorations
- Cuddly toys
- Musical instruments
(college can sometimes provide keyboards but note that music scholars get priority!)
- Bike
(not a necessity in First Year, but very worthwhile in Second Year and beyond!)

Please don't bring (and why):

- A car. Oxford is a walking/biking/public transport city.
- Pets. We already have a cat and a tortoise!
- Blu-tack. It messes up the walls!
- Fire hazards including candles.
College not being literally on fire is something we all appreciate.

Sub Fusc

Sub Fusc is Oxford's academic dress, which is worn at Matriculation (the ceremony for formally joining University) and for Examinations. Your gown is also worn over your clothes at formal hall at College!

Sub Fusc consists of:

- dark suit with dark socks, OR dark skirt with black tights, OR dark trousers with dark socks
- plain white collared shirt or blouse with sleeves
- black shoes
- dark jacket, if required - worn underneath the gown
- * white bow tie, black bow tie, black full-length tie, OR black ribbon
- * an academic gown (Freshers wear a commoners gown)
- * a mortarboard

* These items can be bought from shops in Oxford (Shepherd + Woodward) so no need to worry about them until you arrive!



Ardeel in
Sub Fusc



Facebook, despite seeming like the social media platform for your grandparents, is widely used across Oxford as a means of communication.

University societies use Facebook to share events and information so make sure you join the groups you are interested in.

So if you haven't already, we would recommend you set up an account

You will get information on how to join the Univ JCR Facebook Group closer to the start of term!

Tech Info

TOP TIP: Keep on top of your emails!
You will receive a lot of important emails from College, Department, your tutors and us, the JCR!

Your Oxford SSO (Single Sign On) is an eight letter username (e.g. univ1234) plus a password set by you. You must also have MFA (multi-factor authentication) set up which adds another level of security when you login.

Your SSO gives you access to your University Outlook (email) inbox as well as Microsoft services including Word, Teams, Excel, etc. These can be downloaded for free onto your computer.

Canvas is another service used by many departments/faculties at Oxford to upload reading lists and other resources accessible via your SSO.

You also have a 'remote access account' which is used for you to login to the University-wide Wi-Fi service 'Eduroam' (in fact Eduroam gives you access to Wi-Fi in many universities worldwide).

You will receive instructions for how to set up your SSO and Remote Access accounts prior to your arrival, so make sure to follow the instructions carefully and remember your passwords!

Help will be on hand to help with technological queries when you arrive too!

Bod Cards



All students are issued a University Card when they arrive. This card often referred to as your 'Bod Card' is really important.

You use it to access buildings and libraries around the University and College as well as being used to pay for meals in the Buttery at College.

Make sure you look after your Bod Card, you can buy a lanyard from the Porters Lodge to keep it safe!



To get parcel delivered to you at College use this address:
[Your Name]
University College
Pedal and Post
Binsey Lane
Oxford, OX2 0EX

Post

Every member of the JCR has their own 'pidge' (pigeon hole) located within the physical JCR where letters are delivered by the porter team. Pidges are also used by friends to deliver messages, chocolates or other gifts!

As well as 'pidges', college also has a parcel locker (Packcity) located near the Goodhart Building. Parcels, including Amazon packages, are delivered to the locker and you receive an email to collect.

Laundry

On Main Site in College, the laundry room is located in the basement accessible from Staircase 11 in Radcliffe Quad.

The laundry room has washing machines, dryers, ironing facilities as well as some space for air-drying in the adjacent drying room.

The washing machines and dryers cost a few pounds (£2-3) per cycle and take contactless card payment (inc. Apple Pay and Android Pay).

You need your own laundry powder/liquid/pods for the machines.



Oxford Jargon Buster

Battels: The termly charges made to you by college. Includes accommodation, food, etc

Bod: Short for Bodleian, the main university library

BOP: 'Big Organised Party' held in College bar usually with a theme

Buttery: The college kitchens where meals are collected from

First Public Examination: Either Prelims or Mods. Often abbreviated to F.P.E., the first university examinations you sit

Formal: A traditional meal held in college. Suit or smart dress required. Need to sign up.

Hilary: Often shortened to HT, the second of the three Oxford terms, running from January to mid-March.

Master: The head of house at University College. The current master is Baroness Valerie Amos

Matriculation: The formal process of admitting new students to the university. Takes place on the Saturday of 1st week in Michaelmas.

Michaelmas: The first of the Oxford terms, from early October to early December.

Porter: Vital members of college staff who are a combination of receptionists and security staff. They also know everything that goes on in college. Can be found in the Porters' Lodge.

Trinity: The third Oxford term, in summer. From late April to mid-June.

Tutor: Someone who teaches a student on an individual basis or in a small group. Gives tutorials.

Tutorial: Class either on a one-to-one basis or with one or two other students. Students must undertake preparatory work for each tutorial, including background reading, essay-writing and problem-solving. What makes Oxford Oxford! Often shortened to 'tute.'

UNIVERSITY



