

### Affiliated Societies Framework 2023-4

The IOP aims to support a thriving community of engaged university physics and astronomy students by enabling them to participate in physics outside the lab, on and off campus:

- To enable students to make the most of their time at university
- To help students build the knowledge, skills and contacts needed to excel

The IOP's Community of affiliated student societies plays a vital role in this. We recognise the value physics and astronomy student societies add to the student experience at university, providing opportunities to bring together like-minded students for informative, developmental and engaging activities.

The IOP's Affiliated Societies scheme provides a positive framework for societies to promote useful, fun physics activities on campuses. It recognises and rewards societies that actively promote to their members:

- Deepening and sharing passion for physics
- Knowledge of career opportunities within physics
- Continuing Professional Development (CPD)

The following guide outlines the steps physics societies can take to strengthen and develop the work year on year and in doing so access greater funding opportunities from the IOP.

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## Tiered Affiliation 2023-24

From the start of Academic year 2023-24 the IOP now accredits university physics societies using a tiered affiliation system. This model recognises and rewards the work of engaged societies that prioritise organising activities that foster personal development, outreach in the community and physics focused events, in addition to purely social events.

The new model of affiliation provides a pathway for a physics society to flourish, whatever their age or state of development. It does this by setting out a template of activities to organise based on capacity. Each society self-assesses their performance annually into one of three categories: Bronze, Silver and Gold, Valid for the year ahead. As they meet the key criteria for each status, they will unlock greater financial support from the IOP.

The framework encourages societies:

- to organise local events on campus, and meet peers from across the UK and ROI at our annual forum for affiliated students' societies.
- by promoting and funding their events; offering advice and where possible, helping to source speakers.
- to be creative and adapt their work to the needs of their members and wider student cohort
- to develop relationships that will help them succeed and lay the foundations for higher extracurricular participation in physics that will collectively raise standards.

The activities proposed are based on years of engaging with different university societies, pooling the expertise and experience of a diverse range of groups. In addition to this, the IOP's own experience organising physics activities has been included.

Clear criteria for each of the tiers enables societies to benchmark their activities and receive guidance from the IOP on how to fill any gaps identified. It is the IOP's aim that all societies reach gold status and are motivated to maintain this status by meeting the key criteria year on year.

A merit-based approach to funding support distribution will assist in creating clearer standards and guidelines for all societies to aspire to. It encourages societies to embed continuity into their practice that will mitigate the challenges that occur as personnel and committees change.

## Tiered affiliation | The tiers

Bronze	Silver	Gold
Affiliation grant: £50	Affiliation grant: £150	Affiliation grant: £150
	Additional funding: up to £500	Additional funding: up to £1000
IOP logo on web presence	<b>Organise <i>at least one</i>:</b> <ul style="list-style-type: none"> <li>- social event</li> <li>- academic event</li> <li>- careers related event</li> </ul>	<b>Organise <i>a variety of</i>:</b> <ul style="list-style-type: none"> <li>- social events</li> <li>- academic events</li> <li>- careers related events</li> </ul>
Share news of student opportunities	Organise or participate in an outreach activity – engaging the public	Organise or participate in an outreach activity – engaging the public
IOP rep on committee	Include an introduction to the IOP at a (first) term event	Include an introduction to the IOP at a (first) term event
	Promote key IOP activities and opportunities	Promote key IOP activities and opportunities
	Attend FUSE	Attend FUSE
		Collaborate with another science-based society within your university or another university
		OR - host a conference, or equivalent event
		Support relevant IOP public initiatives

## Suggested activities | Silver

Silver	Example activities	Why?
Affiliation grant: £150	Use their annual affiliation grant to pay speaker expenses	<i>Support speakers</i>
Additional funding: up to £500	Additional funding grant used for a physics trip to a European physics centre	<i>Using funds to start an annually recurring outreach event</i>
<b>Organise at least one:</b> <ul style="list-style-type: none"> <li>- social event</li> <li>- academic event</li> <li>- careers related event</li> </ul>	<ol style="list-style-type: none"> <li>1. <b>1 x Inter society games night, with science quiz</b></li> <li>2. <b>1 x Talk on 'String theory'</b></li> <li>3. <b>1 x PG masterclass on 'coding &amp; computer skills'</b></li> </ol>	<i>To promote collaboration between societies</i>  <i>To promote a variety of research excellence</i>  <i>To promote peer to peer learning</i> <i>To enable members to learn new skills</i>
Organise or participate in an outreach activity – engaging the public	<ul style="list-style-type: none"> <li>- Invite the public to their physics talk</li> <li>- Collaborate with local IOP branch on a local facility trip</li> </ul>	<i>Share your passion with different demographics</i>
Include an introduction to the IOP at a (first) term event	<ul style="list-style-type: none"> <li>- Invite an NRM or the student engagement officer to speak for 15 minutes at the beginning of a talk</li> </ul>	<i>Introduce members to the wider physics community</i>
Promote key IOP activities and opportunities	<ul style="list-style-type: none"> <li>- Forward CAPS conference email to members</li> </ul>	<i>Share opportunities for personal development</i>
Attend FUSE	<ul style="list-style-type: none"> <li>- Send 2 society reps to free FUSE forum event</li> </ul>	<i>Connect with IOP Student Community and discover new activities to take back to your societies</i>

## Suggested activities | Gold

Gold	Example activities	Why?
Affiliation grant: £150	Use their annual affiliation grant to pay speaker expenses	<i>Support speakers</i>
Additional funding: up to £1000	Additional funding grant used for a day long physics forum of talks, workshops with careers fair	<i>Using funds to start an annually recurring outreach event</i>
<b>Organise a variety of:</b> - social events - academic events - careers related events	<ul style="list-style-type: none"> <li>- <b>Social events:</b> <ul style="list-style-type: none"> <li>o <b>Inter society games night, with science quiz;</b></li> <li>o <b>Sober social with WiPhysics &amp; LGBT+ Soc</b></li> </ul> </li> <li>- <b>Academic events:</b> <ul style="list-style-type: none"> <li>o <b>Physics research talks</b></li> <li>o <b>Guest lectures from industry</b></li> </ul> </li> <li>- <b>Careers related</b> <ul style="list-style-type: none"> <li>o <b>Masterclasses on coding skills, CV/ LinkedIn /CPD;</b></li> <li>o <b>Academics talking about their career</b></li> </ul> </li> </ul>	<i>To promote collaboration between societies</i>  <i>To promote a variety of research excellence</i>  <i>To promote peer to peer learning</i> <i>To enable members to learn new skills</i>
Organise / participate in an outreach activity—engage the public	<ul style="list-style-type: none"> <li>- Host stall at local science fair</li> <li>- Send speakers regularly to local academy to talk about physics</li> </ul>	<i>Share your passion with different demographics</i> <i>Develop science communication skills</i>
Include an introduction to the IOP at a (first) term event	<ul style="list-style-type: none"> <li>- Invite an NRM or the student engagement officer to talk before event</li> <li>- Invite IOP to appear on employers panel</li> <li>- Deliver short presentation on IOP membership (provided by IOP)</li> </ul>	<i>Introduce members to the wider physics community</i>
Promote key IOP activities and opportunities	<ul style="list-style-type: none"> <li>- Share IOP opportunities regularly via email &amp; social media</li> <li>- Stocking IOP guides and material in the common room</li> </ul>	<i>Share opportunities for personal development</i>
Large event	Any of the following events or equivalent: <ul style="list-style-type: none"> <li>- Host FUSE or similar IOP Student Community event with IOP support</li> <li>- Host CAPS or similar IOP Student Community event with IOP support</li> <li>- Conference – open to your uni or in collaboration with a local uni</li> <li>- A regional forum, involving talks, workshops and a careers fair</li> <li>- A rocketry competition over a time limited period</li> <li>- A hackathon over a time limited period</li> <li>- An interdisciplinary physics challenge</li> </ul>	<i>Hosting an event that connects members of the IOP Student Community</i>  <i>Promoting a diversity of skills and new learning through a structured physics outreach event</i>

## Case studies | Bronze

The Physoc at the University of Gravitational Waves exclusively organises socials where students and lecturers can mingle socially after study hours.

They have a very small but dedicated committee who organise all their activities. They've been running for a year or two and are supported primarily by a small donation from their department to cover refreshments and by their membership subscriptions. They have 30 members, and the same 10 members turn up most weeks. The president decided recently to reach out to the IOP to be an IOP rep on the committee.

They currently don't need a website, but utilise a Facebook page to signpost members to opportunities, and share pictures from their evenings, including local IOP branch events (talks & volunteering). Their logo and profile picture has an IOP ident.

Sometimes at their socials, a lecturer will briefly talk about a theory or research unprompted, but this is not scheduled into a programme.

### 1. Events:

- I. socials – ✓
- II. academic events – ☒ however a lecturer will sometimes give an academic slant at socials
- III. careers /careers-skills event – ☒ e.g. CV workshops , Joining LinkedIn, postgraduate 'masterclasses' in computer skills etc.,

### 2. IOP Logo:

- i. Logo – ✓ on their Facebook profile picture

### 3. Sharing opportunities:

- i. Branch talks & volunteering – ✓ shared on online & followed up by email

### 4. Rep on committee

- i. – ✓ the president is automatically the IOP rep each year

## Case studies | Silver

The Astrosoc at the University of String Theory organises guest lectures with speakers from inside and outside the university on different research specialisms which are sometimes open to the public. Sometimes, they go out afterwards for a social with the WiSTEM society & LGBT+ Soc.

They have a dedicated committee of undergrads and a few year reps who promote their activities. They've been running for 4 years and are supported by their department and the SU. They have 100 members, and around 30 members turn up most weeks. Some members have spoken about physics at a local college.

At the beginning of second term they liaise with the college of science to run a stand at the careers fair. Each year they also organise a popular trip to an international physics facility over a long weekend. They promoted an IOP branch trip to a local facility to members last year, following which the branch committee came and gave an industry talk.

Several postgrads on campus are involved in rocketry competitions. As a result they sometimes invite leaders from these teams to present a workshop on coding skills, which is always well attended.

They regularly post different events on their Facebook page and have a standalone website hosted by the SU. They triage relevant opportunities to members via a termly newsletter.

Since their president attended the IOP Forum of University Societies Event (FUSE) a few years ago, the committee now volunteer one person to be the IOP rep for that year at the first general meeting. Thanks to this, the rep has arranged additional funding for the society each year and they co-host a 'welcome event' with the IOP, who pays for pizza and refreshments.

### 1. Events:

- I. socials – ✓ hosted regularly including with another society, promoting diversity
- II. academic events – ✓ regular lectures and a physics trip
- III. careers /careers-skills event – ✓ a coding skills workshop

### 2. Outreach activity – engaging the public:

- I. ✓ -- opened their talks and advertised to the public
- II. ✓ -- committee members have spoken at a local school

### 3. Include an introduction to the IOP at a first term event:

- I. Promoted a local IOP branch facility trip ✓
- II. Invited an NRM to talk for 15minutes at the beginning of a society event ✓

### 4. Promoted key IOP activities:

- I. sharing on FB ✓
- II. Forwarding relevant emails (e.g. CAPS) to members ✓

### 5. Attend the IOP's FUSE Forum ✓ - resulting in the appointment of an IOP rep

## Case studies | Gold

The Physoc at Higgs Boson Trent organises a variety of skills based workshops and research talks each term. They regularly co-host socials with the WiSTEM and Maths Soc, including alcohol free ones.

They have been running for 7 years and are supported by a local physics recruiter as well as their SU and department with whom they work closely ever since they began sending students to talk at local academies about physics. They have a dedicated committee of undergrads with a postgrad rep and meet the department termly, with a clear organisational structure and accountable committee that are target driven. They have 250 members including a good number of alumni who are an occasional source of workshops and talks. This year, they have run 'masterclasses' from their careers service (LinkedIn & CV writing), PhD students (Python), local businesses (internships) and the IOP (Career development). The society runs a stall at a local science fair annually.

For the last few years they have co-organised a joint disciplinary forum with another society on campus and another at a nearby university, bringing together researchers and employers for a day of research, CPD and networking. About 60 people attend and feedback is always positive. Next year they plan to add a hackathon component to the forum. The department have approached them about sourcing volunteers for a CanSat competition.

Since approaching the IOP for start-up additional funding of £1000 for their first forum, the committee decided to amend the constitution appointing an IOP rep each year, who delivers a short presentation about the IOP during first term.

### 1. Events:

- I. socials – ✓ alcoholic and non-alcoholic, supporting diversity
- II. academic events – ✓ e.g. academic lectures & speakers from industry
- III. careers /careers-skills event – ✓ 'masterclasses' in skills, CV writing and talks from academics about their career journeys

### 2. Outreach activity – engaging the public:

- I. ✓ Held a stall at a local science fair for primary school children
- II. ✓ Speak regularly at local schools, encouraging teenagers to study physics

### 3. Include an introduction to the IOP at a first term event:

- I. ✓ Deliver presentation (provided by the IOP) about the benefit of joining the IOP

### 4. Promote key IOP activities:

- I. ✓ Reposting regularly on Facebook,
- II. ✓ Forwarding IOP events emails, including CAPS
- III. ✓ Stocking IOP guides and student support material in the common room

### 5. Large event:

- i. ✓ Annual IOP supported multi-disciplinary physics forum
- ii. ✓ Collaborating with other groups
- iii. ✓ Promoting peer to peer learning and developing new skills



## Self-assessment information

Every year, societies affiliate by completing the appropriate self-assessment form below. To apply for a particular tier for the next academic year, you need to have completed certain criteria this year, so please make sure you evidence this in this form. This can be in advance, before the end of term, to be confirmed following confirmation of activity with the IOP Student Engagement Officer at the end of the year; or it can be submitted at the end of the year, with evidence of completed activities.

All statuses granted will be valid for the following year or years: one year for Bronze and Silver, or two years for gold. Gold status is valid for two years in recognition of current committee's efforts and to give succeeding committees a benchmark to aspire towards.

The IOP Student Engagement Officer will check and confirm the affiliation with the society and process the affiliation grant for next year according to their status: £50 for Bronze, £150 for Silver and Gold.

Please provide a description of the activity and if you have any supplementary material such as an image or link to the event online, feel free to attach.

To make this process quicker and easier, use your annual society activities report (for the department or union) for reference.

**You can fill in the re-affiliation form here: <https://www.smartsurvey.co.uk/s/X2HVMW/>**

This form will only be used for the purposes of administering society applications and grants and contacting committee members with future IOP and physics related opportunities. We may also use some of the information about your society activity for the purposes of internal reporting into society activity and impact and for informing future societies about what works well and what doesn't. For more details about how we handle your personal information, please see our [Privacy Notice](#).

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You can use the checklists below to keep track of how you're doing throughout the year.

## Bronze checklist

<b>Social events</b>	<input type="checkbox"/>	1 line description of each activity
e.g. socials with lecturers and students		
<b>IOP logo on web presence</b>	<input type="checkbox"/>	1 line description of each activity
Or you would like to request this		
<b>Share news of student opportunities</b>	<input type="checkbox"/>	1 line description of each activity
e.g. promoted an IOP event or activity online or in person		
<b>IOP rep on committee</b>	<input type="checkbox"/>	1 line description of each activity
Or you would like to request this		

## Silver checklist

<b>2 Social events</b>	<input type="checkbox"/>	1 line description of each activity
e.g. quiz night		
e.g. stargazing		
<b>2 Academic event</b>	<input type="checkbox"/>	1 line description of each activity
e.g. research lecture		
e.g. revision session		
<b>2 Careers &amp; skills related event</b>	<input type="checkbox"/>	1 line description of each activity
e.g. talk from industry		
e.g. coding workshop		
<b>1 Outreach event</b>	<input type="checkbox"/>	1 line description of each activity
e.g. attended a local science fair		
e.g. invited the public to your talk		
<b>Relationships</b>	<input type="checkbox"/>	1 line description of each activity
e.g. met with your department		
<b>IOP support</b>	<input type="checkbox"/>	1 line description of each activity
e.g. sent representatives to <a href="#">FUSE Forum</a> or <a href="#">CAPS conference</a> , or intend to		
e.g. promoted an IOP event or activity online or in person		

Further information (optional):

Populate this box with any other description of relevant activity or society information

## Gold checklist

<b>3 Social events</b>	<input type="checkbox"/>	1 line description of each activity
e.g. <b>non-alcoholic</b> social event		
e.g. collaborated with other society		
e.g. stargazing		
<b>3 Academic events</b>	<input type="checkbox"/>	1 line description of each activity
e.g. 1 research lecture		
e.g. 1 revision session		
e.g. 1 postgraduate/phd presentation		
<b>3 Careers &amp; skills related event</b>	<input type="checkbox"/>	1 line description of each activity
e.g. talk from industry		
e.g. coding/python/LaTeX workshop		
e.g. hackathon		
<b>2 Outreach events</b>	<input type="checkbox"/>	1 line description of each activity
e.g. attended a local science fair		
e.g. invited the public to a talk		
e.g. spoken at a local school		
<b>Larger events</b>	<input type="checkbox"/>	1 line description of each activity
e.g. conference		
e.g. physics forum		
e.g. hackathon	<input type="checkbox"/>	
e.g. host an IOP event (FUSE, CAPS, PLANCKS, Skills days)		
<b>Relationships</b>	<input type="checkbox"/>	1 line description of each activity
e.g. meet regularly with your department		
<b>1 IOP support</b>	<input type="checkbox"/>	1 line description of each activity
e.g. invited IOP to speak at an event		
e.g. promoted an IOP event or activity online or in person		

Further information (optional):

Populate this box with any other description of relevant activity or society information