

**Present**

Amira Campbell, Guild President (**President**) (Chair)  
 Catherine Hardiman, Sports Officer (**SO**)  
 Dean Turner, Welfare & Community Officer (**WCO**)  
 Joseph Hill, Education Officer (**EO**)  
 Tinajie (Alice) Liu, International Officer (**IO**)  
 Benjamin Lockley, Postgraduate Officer (**PGO**)  
 Harry Brooks, Activities & Employability Officer (**AEO**)

**Also in Attendance**

Jo Thomas, Chief Executive (**JT**)  
 James Lindsay, Director of Community & Representation (**JL**)  
 Amber Challinor, HR Coordinator (**AC**) (Note taker)

**Apologies**

None.

The Chair welcomed everyone and the meeting started at 12:05.

No	Item for Discussion	Notes	Action
1	<b>Minutes 09.10.23 &amp; 16.10.23</b>	<p>The Chair presented the minutes of the previous meetings, dated the 9<sup>th</sup> and the 16<sup>th</sup> October 2023, for the Officer Team's approval.</p> <p><b>The Officer Team approved the minutes as an accurate record of the meetings.</b></p>	<p><b>Noted</b></p> <p><b>Approved</b></p>
2	<b>Summer Term University Planning</b>	<p>The EO noted that the Guild was still expecting to have an opportunity to feedback on the University's calendar for large events on campus in the summer term, noting that they were keen to avoid clashes between Guild and University meetings. The EO agreed to raise with the Student Services Team.</p> <p>JT noted that work was continuing to arrange Joined Up Conversations (JUC) meetings for the academic year. SJ to progress.</p>	<p><b>Noted</b></p> <p><b>SJ</b></p>
3	<b>Trustee Board Papers</b>	<p>The Officer Team discussed the upcoming Trustee Board meeting papers, dated the 23<sup>rd</sup> October 2023. The Officer Team discussed the Pay &amp; Benefits review paper, and the Communications Strategy paper. The AEO and IO fed back on the proposed plans for central Guild Communications Plan.</p> <p>The SO and WCO joined the meeting at 12:15.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
4	<b>President/ VC 1:1</b>	<p>The President asked the rest of the Officer Team for any key items which they would like raised with the Vice-Chancellor in their 1:1.</p>	<p><b>Noted</b></p>

		<p>The Officer Team identified drug harm reduction, and the expense of participation in sport.</p> <p>The SO noted the significant difference in sports team fees between the University of Birmingham and other comparator Universities. The SO noted that membership, kit and regular match fees for Hockey would be in excess of £650 for a year.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
5	<b>UEB/Guild - 13.11.23</b>	<p>SJ noted the upcoming UEB/Guild meeting, planned for Monday 13<sup>th</sup> November. The Officer Team identified the following items for the agenda:</p> <ul style="list-style-type: none"> <li>• Welcome Week – AEO</li> <li>• Cost of Living – WCO &amp; SO</li> <li>• Industrial Action – PGO &amp; President</li> <li>• Jewish Student Safety – PGO</li> </ul>	<b>Noted</b>
6	<b>Officer Recognition</b>	The Officer Team discussed the formatting of Officer Diary information in the meeting minutes.	<b>Noted</b>
7	<b>Gender Neutral Bathrooms on Middle Floor</b>	The PGO noted the ambition of the Guild's Trans Students Officer to arrange for a gender-neutral bathroom on the 1 <sup>st</sup> floor of the building, noting that there was not currently a gender-neutral bathroom accessible at club nights. The Officer Team discussed the proposal, noting their support for the idea. JT to discuss with the Facilities Team.	<b>JT</b>
8	<b>Officers - Trans Solidarity Statement</b>	<p>The PGO presented a statement of Trans solidarity, published by the campaign group 'SolidariT', asking the Officer Team to add their signatures to the statement. The President noted a similar statement being published by the Russell Group of Student Unions (RGSU).</p> <p>SJ to arrange meeting for the President, PGO and the Guild's Campaigns and Policy Coordinator.</p> <p>SJ to include 'Trans Policy in Sport' to the next FTOG agenda item.</p>	<p><b>Noted</b></p> <p><b>SJ</b></p> <p><b>SJ</b></p>
9	<b>PTO Office Space &amp; Keys</b>	The PGO asked about utilising the space adjacent to the Officer's office, previously a server room, as a new PTO office. JT noted that the space was due to shortly be released as part of the final stages of the Guild's IT project. JT to discuss with the University's IT space	
10	<b>Officer Diaries</b>	<p>The Officer Team discussed some top three key meetings in their diaries for the week ahead:</p> <p><b>IO</b> – BIA committee meeting, IST meeting follow-up, PTO buddy meeting.</p> <p><b>President</b> – Black Hairdressers meeting, Officer 1:1's, Open Mic night.</p> <p><b>PGO</b> – Dean of Postgraduates catch-up, Comms buddy catch-up, PTO buddy catch-up</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>

		<p><b>EO</b> – Trustee Board, SRSAB and Education Committee agenda setting, Access &amp; Participation Plan meeting.</p> <p><b>WCO</b> – Trustee Board, Community Pantry Breakfast filming and re-stocking.</p> <p><b>AEO</b> – MedSoc Grant allocations, Reception Refresh project meeting, Alumni Impact Fund meeting re: end of year funding.</p> <p><b>SO</b> – Club Development catch-up, Trans policy in sport meeting, Activities Committee meeting.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
11	<b>Officer Projects</b>	<p>The IO noted an upcoming Language Café event planned to take place in Mermaid Bar at the Guild.</p> <p>The IO updated the Officer team in initial planning meetings taking place in events for Chinese New Year.</p> <p>The WCO updated the Officer team on the initial launch of the new Community Pantry breakfast scheme.</p> <p>The EO noted plans for the University’s Director of Student Experience to hold a Q&amp;A event for student reps.</p> <p>The Officer Team discussed plans to hold a Vice-Chancellor’s Question Time event during the academic year. The President agreed to discuss with the VC in their 1:1 meeting.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
12	<b>Schools/Colleges/ Dubai Update</b>	<p>The IO noted that they were due to meet with Dubai Student Leaders on Friday, after which they would pass on contact information to the rest the Officer Team.</p>	<p><b>Noted</b></p>
13	<b>Part-Time Officers</b>	<p>The President reminded Officer to arrange a 1:1 meeting with their PTO buddy, if they had not already done so.</p>	<p><b>All</b></p>
14	<b>AOB</b>	<p>The SO updated the Officer Team on the EEO’s plans to hold a high-profile debate during Go Green week 2024.</p> <p>The IO updated the Officer Team on difficulties in securing briefings and information from the International Student Team.</p> <p>The President updated the Officer Team on the question set for the Guild’s planned student pulse survey, focusing on student’s experience with the limit of 15 hours on for part-time working, and for 20 hours for international students in the UK on a Tier 4 visa. The President noted the possibility of raising the current limit on student part-time working hours.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>

The meeting finished at 13:10.