

## Full-Time Officer Group (FTOG)

Hybrid (Mandela Room/Online)

### Present

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

### Also in Attendance

Jo Thomas, Chief Executive (**JT**)  
 Adam Sheridan, Director of Engagement (AS) (Agenda Items 1 & 2 only)  
 Sam Jones, Executive Assistant (**SJ**) (Note taker)

### Apologies

Dean Turner, Welfare & Community Officer (**WCO**)

The Chair welcomed everyone and the meeting started at 12:00

No	Item for Discussion	Notes	Action
1	<b>Minutes 25.09.23</b>	<p>The Chair presented the minutes of two previous meeting, dated 25<sup>th</sup> September 2023, for the Officer Team's approval.</p> <p>The Officer Team approved the minutes as an accurate record of the meeting.</p>	<p><b>Noted</b></p> <p><b>Approved</b></p>
2	<b>Finance Committee Paper - Large Society Events</b>	<p>The AEO updated the Officer Team on discussions about large events organised by societies, which may have the potential for significant financial or reputational risk for the Guild. The AEO noted that the Student Activities team were considering a new process for reviewing and managing large student group events.</p> <p>The President noted the upcoming Diwali events organised by Hindu society, noting their ambition to organise a Diwali ball and other large events, which it as forecast would make a significant loss. The President noted the reputational benefit for the Guild in supporting events for Diwali, which it did not currently celebrate centrally. The AEO noted that Activities Committee had approved some grant funding for the event, however this did not cover the total cost. The Officer Team discussed the potential financial cost of the events. The EO noted that the Guild could not underwrite an event with an unlimited potential loss.</p> <p>The Officer Team discussed the possibility of promoting Hindu Society's events for Diwali 2023.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>

		<p>AS noted that the Guild's processes currently treated all events over £1,000 in cost in the same way, which was currently not sufficient to manage the financial risk of very large events.</p> <p>AS noted that due to the current state of student group account balances, there were other potential large events planned later in the year that at the moment would not go ahead because they did not have the balance in their account.</p> <p>AS noted that the Birmingham University Dance Society (BUDS) were currently in at a negative balance of £400, pending the clearing of membership funds, however they did not have sufficient funds to deliver their usual show programme. AS updated the Officer Team on the timeline of events in the previous year which had resulted in a significant financial loss for the society.</p> <p>The Officer Team discussed possible mechanisms to support societies to deliver events where they did not have a sufficient balance in their account to deliver the event at the point of launch. The PGO noted their sympathy for current society committees who had not inherited any significant funds from the previous year. The Officer Team noted the community and social value of supporting these events to go ahead. The President noted the value of cultural groups to the Guild and the fabric of the University community.</p> <p>The Officer Team agreed to move ahead with the approval of the budget for Hindu Society's Diwali events.</p> <p>AS noted plans for a new Large Society Events Policy, to create a framework for reviewing future large events for which student groups were seeking budget approval. AS and the AEO agreed to develop a new criteria and policy draft for future approval.</p> <p>AS left the meeting at 12:30.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Approved</b></p> <p><b>Approved</b></p> <p><b>Noted</b></p>
3	<b>CQAACs and Briefings Update</b>	<p>The EO asked for feedback from the Officer Team on their attendance at College Quality Assurance &amp; Approval Committee meetings. The SO noted that they had not been given sufficient time at the first CQAAC meeting of the year, however they had agreed to have a dedicated agenda item on the agenda at the next meeting. The IO noted that they and the WCO had not received briefings from the Student Voice team for their CQAAC meetings. The PGO noted the importance of having student reps also invited to college and school briefings.</p>	<p><b>Noted</b></p>
4	<b>Guild Stance on Teaching Excellence Framework</b>	<p>The EO noted that the Guild's current stance in it's Beliefs &amp; Commitments, of opposing the national Teaching Excellence Framework (TEF), was no longer relevant as the TEF was no longer being used to adjust the level of tuition fees being charged by individual University's, and therefore was not a component of the marketisation of higher education as envisaged at the time that the commitment was made.</p> <p>The President and PGO explained the role of the TEF in contributing to University league tables. The Officer Team</p>	<p><b>Noted</b></p>

		discussed plans to update the Guild's stance on the TEF. The EO to review.	<b>Noted</b>
<b>5</b>	<b>FTO Office Meeting Room</b>	The Officer Team discussed arranging a rota for their office meeting space. The AEO and President agreed to review.	<b>AEO/ President</b>
<b>6</b>	<b>Officer Diaries</b>	<p>The Officer Team discussed some key meetings in their diaries for the week ahead:</p> <p><b>IO</b> – Survey Action Group, LES PG Student Induction, Office Drop-Ins, Guild Officer Group, WonkHE session, Student Voice 1:1, CQAAC meeting, EDI Taskforce, Cultural Calendar, IST meeting, One World Catch-Up, EDI Committee.</p> <p><b>SO</b> – UB Sport SMT, Club Development Catch-Up, Sports Night Incidents, Finance Committee, Guild Officer Group, Wellbeing Walk, EEO 1:1, TOIL.</p> <p><b>AEO</b> – ValeFest meeting, MDX agenda setting, Islamic Medical Society, Medical School Social Q&amp;A, Guild Officer Group, Retail Space filming, Green Impact Toolkit, Policy Development Session, Chemical Engineering Students Induction, Elections Planning, MDX, Committee Thank-You event in Joes Bar, CQAAC briefing.</p> <p><b>President</b> – 1:1 Chair of Council, 1:1 Head of MDS, Guild Officer Group, University Focus Group, Finance Committee, Finance Committee Briefing, University Relationships, 125<sup>th</sup> Anniversary of University, Lunch with incoming Chair of Trustees, 1:1 VC, Head of Racial Equality Network meeting, Black Voices Panel Meeting, University AGM.</p> <p><b>PGO</b> – Survey Action Group, Graduate Taught Board, SEEG, UOB Graduate Jobs Fair.</p> <p><b>EO</b> – Survey Action Group, Access &amp; Participation Oversight group, University Relationships, SEEG, EPS College Education Committee meeting, University AGM.</p> <p>JT reminded the Officer Team that the upcoming Saturday was an Open Day. The Officer Team discussed their availability to attend.</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> <p><b>Noted</b></p> <p><b>Noted</b></p>
<b>7</b>	<b>Officer Projects</b>	The IO updated the Officer Team on the most recent Language Café event at the library, which had been particularly busy and the event had been removed from the room in the library despite it being booked. The IO noted that the event had been moved outside, onto the Green Heart. The IO noted plans to hold the next meeting in a Guild Venue.	<b>Noted</b>
<b>8</b>	<b>Schools/Colleges/ Dubai Update</b>	The IO noted that the Dubai Student Association Elections would be taking place this week.	<b>Noted</b>
<b>9</b>	<b>Part-Time Officers</b>	No Items Noted.	<b>Noted</b>
<b>10</b>	<b>AOB</b>	No Items Noted.	<b>Noted</b>

The meeting finished at 13:05.