

**Present**

Florence Craddock, Sports Officer **(SO) (Chair)**  
 Tinajie (Alice) Liu, International Officer **(IO)**  
 Reeve Isaacs-Smith, Welfare & Community Officer **(WCO)**  
 Benjamin Lockley, Postgraduate Officer **(PGO)**

**Also in Attendance**

Jo Thomas, Chief Executive **(JT)**  
 Sam Jones, Executive Assistant **(SJ)** (note taker)

**Apologies**

Vanessa Chigariro, Education Officer **(EO)**  
 Isobel Lawson, Activities & Employability Officer **(AEO)**  
 Acacia Matthews, Guild President **(President)**

No	Item for Discussion	Notes	Action
1	<b>Minutes from 12.12.22</b>	<p>The Chair presented the minutes of the previous meeting, dated 12<sup>th</sup> December 2022.</p> <p>The Officer Team approved the minutes as accurate records of the meetings.</p>	<p><b>Noted</b></p> <p><b>Approved</b></p>
2	<b>University Meeting's List</b>	<p>SJ presented the Officer's Updated University Meeting's list.</p> <p>The Officer Team discussed the content of the document, noting possible coding of meeting series by frequency and type.</p> <p>The IO joined the meeting at 12:10.</p> <p>The PGO updated on planned changes to their and the EO's engagement with the University, noting plans to further review their meeting list with the Student Voice team. The PGO noted possibilities for student reps to take on some college level meetings, and to bring in some Student. SJ to liaise with Student Voice.</p> <p>SJ to review the document for errors and coding, and recirculate.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>SJ</b></p> <p><b>Noted</b></p>
3	<b>Board Away Day</b>	<p>JT and SJ updated the Officer Team on plans for the Trustee Board Away Day, noting that the away day was taking place at the University's Exchange venue in the City Centre. JT updated the Officer Team on planned session at the away day on the student voice, and feedback from the Guild's recent student survey, and 'Aim 2' from the Guild's Strategic Plan. The PGO noted the importance of a renewed focus on Guild branding in co-promotion with the University.</p>	<p><b>Noted</b></p>

4	<b>FTO Projects List</b>	<p>The Officer Team discussed the updated FTO Projects List.</p> <p>The SO updated the Officer Team on ongoing discussions about the feasibility of a Sports Awards event.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
5	<b>Officer Diaries</b>	<p><b>The Officer Team discussed their diaries for the week ahead and possible clashes.</b></p> <p><b>IO</b> – VCIR Campus Services, CEO 1:1, Study Abroad team meeting, Staff Forum.</p> <p><b>PGO</b> – Democracy Review Progression, Renter’s Union project work, Graduate School 1:1 meeting, Vice-Chancellor’s Integrated Review Panel.</p> <p><b>WCO</b> – Housing and Rent Right meeting, 1:1 Campus Services, Housekeeping, Campaign and Project work.</p> <p><b>EO</b> – n/a.</p> <p><b>SO</b> – Democracy Review meeting, Staff Forum session prep, VCIR Campus Services, British Squash Junior Open, CEO 1:1.</p> <p><b>AEO</b> – n/a.</p> <p><b>President</b> – n/a.</p> <p>The PGO noted their participation in a Vice-Chancellor’s Integrated Review (VCIR), noting their view that in future, students from the relevant school or college should be directly involved, rather than the Guild Full-Time Officers. The Officer team discussed their assigned VCIR meetings.</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> <p><b>Noted</b></p>
6	<b>Remits/ Projects</b>	<p>The SO updated the Officer Team on a planned launch of direct debit billing for the University Gym on Tiverton Road, and for 6-month gym membership roll-out.</p> <p>The IO updated on funding and a venue secured for Chinese New Year celebrations, in collaboration with Chinese society planned for early in Semester One. The IO noted an expected attendance of around 400 students on the 19<sup>th</sup> January. The Officer Team discussed support for the event through the Student Activities department.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
7	<b>Schools/Colleges/ Dubai Update</b>	No Items Noted.	<b>Noted</b>
8	<b>Part Time Officers</b>	No Items Noted.	<b>Noted</b>
9	<b>AOB</b>	No Items Noted.	<b>Noted</b>

The Chair closed the meeting at 13:00.