

Present

Tianjie (Alice) Liu, International Officer **(IO) (Chair)**
 Benjamin Lockley, Postgraduate Officer **(PGO)**
 Joseph Hill, Education Officer **(EO)**
 Harry Brooks, Activities & Employability Officer **(AEO)**

Also in Attendance

Jo Thomas, Chief Executive **(JT)**
 Amber Challinor, HR Coordinator **(AC)** (note taker)

Apologies

Dean Turner, Welfare & Community Officer **(WCO)**
 Amira Campbell, Guild President **(President)**
 Cat Hardiman, Sports Officer **(SO)**

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

No	Item for Discussion	Notes	Action
1	Minutes of the Previous meeting (24.06.24)	<p>The Chair presented the minutes of the previous meeting, dated the 17th June 2024, for the Officer Team's approval.</p> <p>The Officer Team approved the minutes as an accurate record of the meeting.</p>	<p>Noted</p> <p>Noted</p>
2	Student staff pay fees for departments/student groups	<p>The AEO noted that there had been requests from groups to use Guild spaces after 10pm at night.</p> <p>The AEO noted that groups are currently being charged £15 an hour per member of student staff to keep the building open. The AEO noted that as student staff members are paid less than this, it could appear as though groups and departments are being overcharged.</p> <p>JT to discuss this item with the Venues Team and determine what the £15 charge is for and why it is this amount.</p>	<p>Noted</p> <p>Noted</p> <p>JT</p>
3	FTOs going up Old joe	<p>The AEO asked if there was an update on this item and the Officer Team noted that there was not.</p> <p>JT noted that usually the President would email the Director of State to organise this.</p> <p>The IO noted that they would send this email in place of the President.</p>	<p>Noted</p> <p>Noted</p> <p>IO</p>
4	Veg Soc Tablecloth	The PGO discussed the issue of Veg Soc's missing tablecloth.	Noted

		The AEO noted that the group could request an emergency grant if they required funds for a new tablecloth. The AEO to advise the group of this.	AEO
5	Joined Up Conversations agenda items	<p>JT noted that there was a draft agenda for JUC and the Officer Team discussed the agenda items.</p> <p>The Officer Team noted their agreement for the agenda items.</p> <p>It was agreed that the meeting would be held in person, with the option for hybrid attendance if necessary.</p> <p>The IO noted that they would be happy to chair the meeting.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
6	VC 1:1 agenda items	<p>The Officer Team noted that they did not have any items to add to the agenda for the President's 1:1 with the VC.</p> <p>The Officer Team noted that they would like to give thanks to the VC for his hospitality during the UEB meetings.</p>	<p>Noted</p> <p>Noted</p>
7	Officer Diaries	<p>The Officer Team discussed their key meetings for the week ahead:</p> <p>EO – Education Innovation Advisory Group, JUC, Chancellor's Dinner</p> <p>PGO – Catch up with Celia, Welcome Week Coordination Group, Taking annual leave</p> <p>IO – International Mobility Steering Group, JUC, 121 with the Student Activities Manager</p> <p>AEO – UoB Xtra Core Steering Group, Welcome Week Coordination Group, 121 with the Complaints & Incidents Coordinator</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
8	Officer Projects	Nothing to discuss.	Noted
9	Schools/Colleges/ Dubai Update	The Officer Team discussed making sure that relevant committees are aware of who the incoming Officers are and their email addresses.	Noted
10	Part-Time Officers	Nothing to discuss.	Noted
11	AOB	<p>AC noted that they would send out calendar invites to the Officer Team for the graduations they are attending.</p> <p>It was noted that the Officers would manage their own diaries if they were attending graduations after their leave date on July 12th.</p>	<p>Noted</p> <p>Noted</p>

The meeting finished at 12:45.