

# FULL TIME OFFICER GROUP MINUTES

12:00am, Mandela Room

## Present

Joshua Williams, President  
 Ryan Ginger, Activities and Employability Officer (**AEO**)  
 Tobiloba Adeyemi, Postgraduate Officer (**PGO**)  
 Josh Dooler, Sports Officer Elect (**SO**)  
 Joanne Park, International Officer (**IO**) (**Deputy Chair**)  
 Amanda Sefton, Education Officer (**EO**)

## Also in Attendance

Jo Thomas, Chief Executive (**JT**)  
 Sam Jones, Interim Executive Assistant (note taker) (**SJ**)  
 Emily Badger, Director of Operations (**EB**) (agenda Item 10 only)  
 Yasmine Ahmed-Lea, Communications and Marketing Manager (**YAL**) (agenda Item 10 only)

## Apologies

Millie Gibbins, Welfare & Community Officer (**WCO**)

The Chair opened the meeting at 12:00.

No	ITEM FOR DISCUSSION	Notes	ACTION
1	<b>Minutes from 28.10.19</b>	The minutes from the last meeting held on 28th October were approved as an accurate record of the meeting.	<b>Approved</b>
2	<b>Meal Plan</b>	The President noted an offer from HAS for the officer team to go onto the Meal Plan system for a week to provide feedback and promote the system. The Officer team agreed to look at possible weeks to trial the system.  The EO noted a lack of kosher food options on meal plan, which could be fed back to the University.	<b>Noted</b>  <b>Noted</b>
3	<b>Diaries</b>	<b>President</b> – Student Staff Inductions, Good Campus relations, One City prep, CEO 1:1, SPRC Briefing, SPRC, Elections working group, General Election prep, MedSoc project group, meeting with Estates, EPS CQAAC, GOG, University Misconduct committee, OneCity Forum meeting, introductions to Student Voice staff, Exec assistant 1:1, LGBTQ+ meeting.  <b>EO</b> – Student voice team meeting, Senate Briefing, Misconduct meeting, CEO 1:1, 1:1 University, 1:1 DoE, General Election meeting, Senate briefing, SAPC, University Senate, HEFI meeting, Speak week planning, Education development group meeting, GOG, HEFI skype meeting, 1:1 CSO.  <b>SO</b> – UBS briefing meeting, Sexual harassment TOR, Club Dev catch up, Sports Day review meeting, One World meeting, General Elections meeting, GOG, BCU meeting.	<b>Noted</b>  <b>Noted</b>  <b>Noted</b>

		<p><b>IO</b> – Catch up JSV, Brexit Academic Advisory group, One World meeting, General Election meeting, Misconduct meeting, GOG, Student Mentors team meeting, SAE team meeting, tea society social, catch up w/Policy Coordinator.</p> <p><b>PGO</b> – Student Voice team meeting, Senate Briefing, Westmere meeting, TOIL, Senate Briefing, SAPC, Events and Engagement Working Group, Senate, introduction to Student Voice Staff, Term 2 event planning meeting, GOG, University Challenge try-outs, PG sports day meeting.</p> <p><b>AEO</b> – Safe Space Society meeting, Good Campus relations, UoBe festival meeting, Space Group, Democracy Working Group, General Election meeting, Peer support, Commercial Strategy Ops Group, MedSoc project group, Events and Engagement working group, Catch up SVM, Redbrick proof reading, Student Staff recognition meeting, GOG, Vale Fireworks, Groups Policy work, TOIL.</p> <p><b>WCO</b> – Sexual Harassment TOR, CEO 1:1, VCIR Meet up, Meeting with DPVC equalities, mentors meeting, Nightline meeting, General Election meeting, Peer support meeting, Rent Right meeting, Strategy work, 1:1 WO, Dark nights safety campaign meeting, 1:1 community wardens manager, Student Services meeting, GOG, Wellbeing managers team meeting, UoBe festival meeting, Housing plans meeting.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
<b>4</b>	<b>Manifesto Updates</b>	<p>The AEO noted plans to survey society committee members on planned changes to the student group's policy.</p> <p>The President noted that the care leavers open day had been very successful, and the 'Birmingham offer' had been discussed with Lord Bassam and mentioned in the House of Lords. The President noted an invitation to speak at a national conference on care leavers in Higher Education.</p> <p>The President noted that the first Guild security forum had been arranged for the end of November.</p> <p>The PGO noted plans to launch a postgraduate sports day in Term 2.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
<b>5</b>	<b>Guild Engagement/ Social Media</b>	<p>The Officer team noted the following items for Guild promotion:</p> <ul style="list-style-type: none"> <li>• Vale Fireworks</li> <li>• Student Trustee Vacancies</li> <li>• NATY Myth busting video</li> <li>• Voter Registration drive</li> <li>• Trans day of remembrance</li> <li>• Student Rep By-elections</li> <li>• Societies Night tickets</li> </ul>	<p><b>Noted</b></p>

6	<b>School/College/ Dubai Update</b>	No items noted.	<b>Noted</b>
7	<b>Part Time Officer Buddies</b>	<p>The IO noted that the ARAFO had been contacted by external media about racism on campus. The President noted that PTO's should get media comments approved by the Guild before contributing.</p> <p>The EO noted they were working with the DSO on a guide for new students on navigating the extenuating circumstances system.</p> <p>The President noted discussions with the LGBTQ+ Officer and TSO about guidance for Trans students at UoB, which was currently not in place.</p> <p>The President asked officers to remind their PTO buddies to register for the OneCity conference.</p> <p>The President noted that the EEO was attending NUS student sustainability conference this week, and would report back to the Guild.</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>
8	<b>Officer Training &amp; Development</b>	JT updated the Officer team on plans for the Officer/SMT away days.	<b>Noted</b>
9	<b>Officer Journey/Action Plans</b>	EB and YAL discussed officer manifestos and comms promotion of officer 'wins' with the Officer team.	<b>Noted</b>
10	<b>AOB</b>	<p>The AEO noted that a meeting had been arranged with Safe Space society to resolve issues on processing their constitution.</p> <p>The Officer team discussed the use of digital voting platforms in society EGM/AGM's.</p> <p>The AEO noted that 600 societies night tickets had been sold, which was very positive compared to previous months.</p> <p>The President noted the successful strike ballot of UCU, who we're planning industrial action in the week commencing 18<sup>th</sup> November. The Officer team discussed the Guild's response to the strike action, and agreed to make additional study space available to students during the strike.</p> <p>The President updated the Officer team on ongoing issues with payment of wages to student staff at Worklink. More than 100 student staff were still awaiting payment and the University of Birmingham Student Workers group had launched a petition for senior University staff to resign. The Officer team discussed the Guild's response to the ongoing issues.</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>

The meeting closed at 13:30.

Signed .....

Date .....