

FULL TIME OFFICER GROUP MINUTES

Present

Ellie Keiller, President (Chair)
Adam Goldstone, Education Officer
Henny Green, Welfare Officer
Jess Levy, Representation and Resources Officer
Kris Ali, Housing and Community Officer
Rose Bennett, Postgraduate Officer
Shannon Farmer, Activities and Development Officer

In Attendance

Jo Thomas, CEO

Apologies

Helena Bailey, Sports Officer

The Chair opened the meeting at **12:00**

No	ITEM FOR DISCUSSION	NOTES	ACTION
1	Minutes from 27.11.17	The minutes from the meeting held on 27 th November 2017 were approved as an accurate record of the meeting.	Noted
2	Matters arising	<p>The Campaigns Pot proposal is to be discussed at the next FTOG.</p> <p>The EO and PGO are to circulate the Student Voice Report to the Officers and College Education Committees.</p> <p>The Officers are to add the SVR to their CEC's.</p> <p>A briefing with LG is to be arranged for the next FTOG.</p>	<p>JT</p> <p>EO/PGO</p> <p>All</p> <p>President</p>
3	Diaries	<p>President – FTO Action Planning, UEB, University Carol Service, Degree Congregation, Medsoc Meeting, CEO 1-2-1, Christmas Video Planning, Police Liaison Meeting.</p> <p>EO – FTO Action Planning, UEB, Study Spaces Communications Group, Degree Congregations, SAEC Meeting, Smart Network Environments Meeting, Harding Operational Group and College Rep Training.</p> <p>RRO – FTO Action Planning, UEB, Degree Congregations, Live Music Working Group, Sexual Harassment Steering Group, Go Green Week Planning, Student Staff Christmas Celebration, Free Period Campaign and EEO meeting.</p> <p>ADO – FTO Action Planning, UEB, Live Music Working Group, 10,000 Lives Campaign, Medsoc meeting, VC Review briefing, VC Review and Christmas video planning.</p> <p>HCO – FTO Action Planning, UEB, Incidents in Selly Oak meeting, Christmas on Campus, Degree Congregations and safety message planning.</p> <p>WO – FTO Action Planning, UEB, Sexual Harrassment</p>	

		Steering Group, Degree Congregations, VC Review briefing and Student Equality and Diversity Committee meeting. PGO – FTO Action Planning, UEB, Live Music Working Group, CEO 1-2-1, HEFCE phone call, Reps Christmas Social, SAEC Meeting, CAL Education Working Group, Degree Congregation and PGIF. SO – FTO Action Planning, UEB, Degree Congregation, Player Layer meeting, Director of Sport 1-2-1, Sports Night planning, CEO 1-2-1 and Club Captains Christmas Social	Noted
4	Mandate Update	The RRO noted that three new Ideas passed in the latest round of voting: <ul style="list-style-type: none"> - Sustainable Straws – RRO - Better Wifi on Campus – President - Student Staff Living Wage – TBC <p>The RRO is to circulate the Living Wage paper to the Officer Team.</p>	Noted RRO
5	Leeds SU Visit	The Officers discussed the Leeds SU visit and noted that a report will follow.	RRO
6	Officer 360s	All Officers are to send their 360 forms to the President in order to coordinate them.	All
7	Police Matter	The President updated the Officers on recent issues in Selly Oak.	Noted
10	Guild Engagement/ Social Media	The following items are to be promoted on Social Media: <ul style="list-style-type: none"> - 12 Days of Christmas, WO and ADO to meet with C&M - Strictly Brum Dancing - Postgrad Friday - Student Staff Celebration 	All
11	Schools/ Colleges Update	There were no Schools or Colleges updates.	
12	PTOs - Buddies	A social for GOG is to be arranged.	President
13	Officer Training and Development	The WO and PGO are to attend the Career Management Course. Dates need to be confirmed.	JT
14	AOB	Officers noted that NUS National Conference is much earlier this year. JT is to follow up.	JT

The meeting closed at **13:00**

Signed

Date