

Present

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

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**)

No	Item for Discussion	Notes	Action
1	Minutes from 23.01.23	<p>The Chair presented the minutes of the previous meeting, dated 23rd January 2023.</p> <p>The Officer Team approved the minutes as accurate record of the meeting.</p>	<p>Noted</p> <p>Approved</p>
2	APPG on Cost of Living	<p>JT updated the officer team on the newly formed All Party Parliamentary Group (APPG) on the cost of living, which was chaired by a MP who was a former Chief Executive of a Student Union. JT noted that Student Voice had circulated a briefing document on the new body. The Officer team discussed a submission to the group.</p>	Noted
3	JUC Agenda (22.02.23)	<p>The Officer Team discussed items for the agenda for the upcoming meeting of Joined Up Conversations with the University, noting the following items;</p> <ul style="list-style-type: none"> • UCU Strike Action • Guild Elections • Cost of Living • Timetabling Changes. <p>The PGO updated the Officer Team on proposed changes to the University's academic year for future years. The IO noted difficulties and inconsistencies faced currently by International Students across different schools, who had strict conditions on the number of study hours in their visa conditions.</p> <p>The President suggested holding the meeting in person. SJ to look at possible rooms.</p>	<p>Noted</p> <p>Noted</p> <p>SJ</p>

4	UEB /Guild Agenda (06.03.23)	<p>The Officer Team discussed agenda items for the upcoming meeting of UEB/Guild, noting the following items;</p> <ul style="list-style-type: none"> • UCU Strike Action • Guild Election Results • Cost of Living • Officer Wins (Presentation) <p>The President suggested delivering a presentation to UEB on their Officer Wins for the year to date. Officer to share information with the President.</p>	<p>Noted</p> <p>Noted</p>
5	Campus Services/ Guild Meeting Agenda (02.03.23)	<p>The Officer Team discussed agenda items for the upcoming meeting with Campus Services, noting the following;</p> <ul style="list-style-type: none"> • Co-op Vending Machines • Circuit Laundry • Sport Participation Fund • Sanitary Products Distribution • 'Pass it On' Scheme • Black Hair Dressers <p>The Officer Team suggested to hold the meeting an hour later than scheduled, and to hold at the Guild. SJ to rearrange.</p> <p>The Officer Team discussed childcare costs on campus, and limited spaces in the University's Nursery for any provision for students with dependents.</p>	<p>Noted</p> <p>Noted</p> <p>SJ</p> <p>Noted</p>
6	Guild participation in NSS & PTES Surveys	<p>The President noted that the Guild had not previously promoted the NSS and PTES Surveys, however the Guild has been asked to promote both the National Student Survey (NSS) and Postgraduate Taught Experience Survey (PTES). JT noted the value of promoting the PTES to collect more data on the Postgraduate Student Experience, which would be valuable for the Guild.</p> <p>The Officer team agreed to promote the PTES survey via targeted emails to PG students.</p>	<p>Noted</p> <p>Noted</p>
7	Cost of Living	<p>The President asked Officers to circulate updates and 'wins' on the cost of living, for Guild Communications.</p>	<p>Noted</p>
8	Officer Diaries	<p>The Officer Team discussed their diaries for the week ahead and possible clashes.</p> <p>President – DPVC for EDI Meeting, College Education Committee meeting, Club Night Shift, Safety Taskforce Meeting.</p> <p>IO – A&R Committee, Student Communications Steering Group, Student Voice Interviews.</p> <p>PGO – Timetabling Working Group meeting, Registry Meeting re: changing student status.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

		<p>WCO – Officer Elections Q&A, Cost of Living Fair, Student Services catch-up, A/L.</p> <p>EO – E-portfolio meeting, Officer Elections Q&A, Audit & Risk Committee, SRSAB Briefing, Democracy Review Consultation, Timetabling Meeting.</p> <p>SO – Elections Q&A, BUCS Conference Planning Meeting, Democracy Review Consultation.</p> <p>AEO – Clothes Swap, Student Small Business Fair planning, Go Green Week Planning, Student Activities Interviews.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
9	Remits/ Projects	The Officer Team agreed to updated the FTO action tracker document. All to update.	All
10	Schools/Colleges/ Dubai Update	No Items Noted.	Noted
12	Part Time Officers	The WCO noted that the DSO was in touch regularly about their planned projects. The President noted that the WO had not been in touch for some time.	Noted
13	AOB	<p>The Officer team discussed graphics for promotion on social media in the run up to Guild Elections 2023.</p> <p>The IO updated the Officer Team on their planned Safety Talk on the 22nd February, in collaboration with University Safety Services. The IO asked Officers to promote.</p>	<p>Noted</p> <p>All</p>

The Chair closed the meeting at 13:00.