

**Present**

Tinajie (Alice) Liu, International Officer (**IO**) (Chair)  
 Florence Craddock, Sports Officer (**SO**)  
 Reeve Isaacs-Smith, Welfare & Community Officer (**WCO**)  
 Isobel Lawson, Activities & Employability Officer (**AEO**)  
 Vanessa Chigariro, Education Officer (**EO**)  
 Acacia Matthews, Guild President (**President**) (Arrived at 13:00)

**Also in Attendance**

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

**Apologies**

Benjamin Lockley, Postgraduate Officer (**PGO**)

No	Item for Discussion	Notes	Action
1	<b>Minutes from 01.08.2022</b>	<p>The Chair presented the previous minutes, dated the 1<sup>st</sup> August 2022 for the Officer Team's approval.</p> <p>The Officer Team approved the minutes as an accurate record of the meeting.</p>	<p><b>Noted</b></p> <p><b>Approved</b></p>
2	<b>Democracy Review</b>	<p>The items were discussed out of order, with Items 2 and 3 being moved to the end of the agenda.</p> <p>The President updated the Officer Team on plans for a planning afternoon on the democracy review, to be facilitated by an external party and feed in to the planned review of the Guild's democratic structures</p>	<b>Noted</b>
3	<b>One City Meeting</b>	<p>The items were discussed out of order, with Items 2 and 3 being moved to the end of the agenda.</p> <p>The IO noted that the President had arranged for a Birmingham One City meeting, together with other Student's Unions in the city, to be held at the Guild on the 25<sup>th</sup> August.</p> <p>The Officer Team discussed possible activities to organise for the One City meeting. The AEO suggested reaching out to UCB SU also to invite them to the meeting. The President noted that the</p> <p>The President noted that Aston and BCU delegates had confirmed their availability to attend the meeting at the Guild. The Officer Team discussed plans for the meeting. JT suggested focusing on</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>

		common issues that affected all students living in the city, such as housing, community safety, or cost of living issues.	<b>Noted</b>
4	<b>Student Voice Report</b>	<p>The EO updated the Officer Team on the Student Voice Report, which was being prepared by the Student Voice Team and shared with the University Council and other University senior staff. The EO noted that the Officer Team were welcome to feed into the report for 2022/23. JT updated the Officer Team on the inputs for the Student Voice report, sourced from minutes and policy changes from college committees.</p> <p>JT noted aims for the report to be streamlined and more focused than previous editions, and for the proposals in the report to be more achievable.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
5	<b>Commuter Students Welcome Event</b>	The WCO updated the Officer Team on the PGO's plans for Commuter Students focused events for Welcome Week 2022. JT noted that the events were included in the Guild's timetable of events.	<b>Noted</b>
6	<b>Policy Session</b>	SJ updated the Officer Team on plans for a Guild Policy session planned for later in the week.	<b>Noted</b>
7	<b>Officer Action Plans</b>	JT thanked the Officers for circulating their draft Officer Action Plans. JT noted that the action plans would be presented to the September meeting of the Guild's trustee board.	<b>Noted</b>
8	<b>EDI Town Hall</b>	<p>The WCO noted a planned 'EDI Town Hall' event on the evening of the 20<sup>th</sup> October together with the EO, as an open discussion with students and the Part-Time Officers and representatives from the liberation associations, to plan the Guild's EDI campaigns for the year ahead. JT suggested working with Student Voice to source staff support for the event. WCO to discuss with Student Voice.</p> <p>The EO noted that the session would be scheduled to end in-time for students to use the Selly Express bus service to travel home.</p>	<p><b>WCO</b></p> <p><b>Noted</b></p>
9	<b>Officer Key Meetings</b>	<p><b>AEO</b> – University Training sessions, Redbrick Proofing process planning, Activities Committee pre-meeting, incidents meeting.</p> <p><b>WCO</b> – EDI planning time, Not On planning meeting, University week training sessions, Student Services Catch-up, Disabled Students Commission meeting, Community Wardens training.</p> <p><b>IO</b> – IST staff meeting, Disabled Students Commission meeting, Dubai Elections meeting.</p> <p><b>SO</b> – Catch-up with UB Sport manager, University week training sessions.</p> <p><b>EO</b> – Student Rep Catch-up, EDI planning, University Training sessions, Disabled Students Commission Report.</p> <p><b>PGO</b> – n/a.</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>President</b> – University week training sessions.</p> <p>SJ updated the Officer Team on arrangements for their 'University Week' series of training sessions for the week ahead.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
10	<b>Remits/ Projects</b>	<p>The Officer Team noted that they had discussed areas of their overlapping remits and projects during their recent residential at NUS lead and change. The EO noted the importance of clear communication between Officers on projects where there may be overlapping responsibilities.</p> <p>The Officer team discussed their current projects. The WCO noted plans for additional support for students moving to Birmingham for University. The IO updated on plans for an International Student's map to Birmingham. WCO and IO to discuss.</p>	<p><b>Noted</b></p> <p><b>WCO/IO</b></p>
11	<b>Schools/Colleges/ Dubai Update</b>	<p>The IO updated the Officer team on ongoing planning for the Dubai Student's Association elections.</p>	<p><b>Noted</b></p>
12	<b>Guild Communications &amp; Social Media</b>	<p>The Officer Team discussed their usage of social media and content to share over the rest of the summer. The EO noted that they had so far been writing weekly updates to students on social media on their work, but may change this to monthly depending on progress on each project. The SO noted their plans to move to a monthly update also. The Officer Team discussed possible joint updates to students on social media.</p> <p>The Officer Team noted the following items to promote via the Guild's social media:</p> <ul style="list-style-type: none"> <li>• Scottish Highers results day.</li> <li>• A-Level Results coming up.</li> <li>• Welcome Week build-up comms</li> </ul> <p>The IO asked about setting up a Guild WeChat account, to promote activities to Chinese students. The IO noted that they had set up an interim WeChat account for them as an IO. JT suggested discussing with EB and the Comms and Marketing team. The IO noted that the University had its own WeChat channel, which was very active with international students.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
13	<b>Part Time Officers</b>	<p>The Officer Team discussed which Part-Time Officers they feel would be best to have as their 'buddy' for the coming year. The EO suggested pairing with the EMO.</p> <p>The WCO and IO noted the importance for the Officer Team to work with all of the Officer Team. SJ to include on next week's agenda.</p>	<p><b>Noted</b></p> <p><b>SJ</b></p>
14	<b>AOB (Any Other Business)</b>	<p>The WCO noted plans for the Officer Team to receive Not On training in the coming weeks. SJ to discuss with the Not On coordinator.</p> <p>The President updated the Officer Team on a recent NUS webinar on the topic of antisemitism allegations in that organisation.</p>	<p><b>SJ</b></p> <p><b>Noted</b></p>

		<p>The WCO asked about a training session from UJS (Union of Jewish Students) and FOSIS (Federation of Student Islamic Societies). JT to speak to Student Voice.</p> <p>The IO noted queries from students related to the University new Turing scholarship scheme. JT suggested working with the Guild Advice team to understand how to support students access the schemes funding.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
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