

Present

Wei-Lun Chen, International Officer **(IO) (Chair)**
 Danielle Murinas, Postgraduate Officer **(PGO)**
 Aaliyah Simms, Welfare & Community Officer **(WCO)**
 George Christian, Sports Officer **(SO)**
 Josephine Conway, Activities and Employability Officer **(AEO)**
 Jules Singh, Education Officer **(EO)**
 Mikey Brown, President **(President)**

Also in Attendance

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

Apologies

None.

The Chair opened the meeting at 12:00

No	Item for Discussion	Notes	Actions
1	Previous Minutes (02.08.21)	The minutes from Monday 2 nd August 2021 were approved as an accurate record of the meeting.	Approved
2	Lead & Change Feedback	<p>The Officer team discussed feedback on their recent attendance at NUS lead & Change. The PGO noted that the group tutor group's content had been very valuable, however some of the networking sessions had been difficult to participate with online. The President noted a number of useful training sessions, however the networking sessions had been quite awkward online.</p> <p>The EO noted positive sessions arranged for 2nd year Officers which had been facilitated well, however the length of introductions in each session had been excessive.</p> <p>The WCO noted that most of the sessions were not sufficiently interactive, with long periods of listening without breaks. The AEO noted a significant drop-off of attendance as the week progressed, however the sharing of manifestos between activities officers had been very useful and encouraging. The AEO noted that the conference could have been much shorter than over four days.</p> <p>The SO noted that the week had been useful although some sessions had been very basic and self-explanatory. The SO noted a very supportive group of Sport's Officers during the tutor sessions which were very valuable.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

		<p>The PGO noted valuable sessions on the national picture for Postgraduate students, in particular on PG funding nationally.</p> <p>The IO noted useful sessions for international officer's covering national issues faced by all international students.</p> <p>The EO noted that a chat/discussion space for groups outside of the sessions, such as a discord server, would have been useful to allow discussions between meetings.</p> <p>SJ updated the Officer team on a possible Action-Learning Set opportunity with other Students Unions. SJ to go back to Leeds SU.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>SJ</p>
3	Quarantine Guidance Update	The IO updated the Officer team on developments with the University in relation to International Students Quarantine regulations, which were regularly changing as the government changed quarantine requirements for different countries.	
4	SU Visits	The Officer team discussed possible visits to different SU's. JT noted Sheffield and another union in the region. The PGO suggested a visit to Nottingham and Nottingham Trent. Officers to discuss and bring back.	All
5	Hardship Fund	<p>The EO noted a previous arrangement with the University for a specific hardship fund for COVID-19, where following government grants for a COVID response fund, the University had provided additional funding to the Guild's hardship fund.</p> <p>The EO suggested seeking additional hardship funding from the University for 2021-22 to increase the Guild's small hardship fund while the pandemic continued to affect student wellbeing. JT noted the importance of demonstrating a model for distributing the Guild's existing funding. The EO noted the Guild's simpler processes for accessing hardship funding compared to the University, allowing the Guild to respond more quickly in urgent cases.</p> <p>The Officer team discussed approaching the University for additional funding. The PGO suggested framing around ongoing disruptions for students due to COVID-19 and the additional costs of hybrid teaching. JT suggested refining a plan for presentation to the University for both short-term and longer term funding for the Guild's Student Hardship fund. The WCO and EO to discuss.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>

6	A-Level Results Day	<p>JT noted the upcoming A-Level results day release. JT suggested planning additional communications to prospective students and the press on positive messaging about wellbeing and opportunities for retakes/ clearing courses.</p> <p>The Officer team discussed supportive messaging to A-Level students, focusing on alternative career opportunities outside academia. The President noted the importance of countering the 'grade inflation' narrative, and reassuring prospective students that their achievements were well deserved. The WCO suggested clarifying what students experience students could expect in September: as close as possible to a 'normal' student experience. The WCO noted significant apprehension amongst applicants on their student experience next year.</p>	<p>Noted</p> <p>Noted</p>
7	GEMT/ Building Operations	<p>JT updated the Officer team on discussions at Guild Emergency Management Team (GEMT) in relation to the relaxation of restrictions in the Guild Building. JT noted the planned relaxation of social distancing requirements on campus from the 1st September, however a number of risk controls were likely to stay in place such as mask wearing, hand hygiene, ventilation and partition/screens on reception and bars.</p> <p>JT noted that the Guilds building risk assessment was being reviewed and would be updated shortly, in particular for plans for Welcome Week, mirroring the University's approach for events in Welcome Week.</p> <p>The SO left the meeting at 12:55.</p> <p>JT noted the Government's plans to initiate requirements for vaccine passports for bars and nightclubs from the end of September, which may cause an issue due to international students not having received UK-approved vaccines, and passports being issued two weeks after someone has received a 2nd dose.</p> <p>The PGO asked about requirements for vaccine passports in Joes bar and other day-time indoor events. JT suggested discussing in the next Welcome Week coordination group meeting.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
8	Diaries	<p>President – University Training Sessions, Global Challenges Forum Project Board, External Relations meeting, Commonwealth Games meeting, Fossil Free UoB Meeting.</p>	<p>Noted</p>

		<p>EO - University Training Sessions, SV catch-up, NSS planning, SV team meeting, Employability Hub meeting, UKFPO changes meeting, Democracy engagement meeting.</p> <p>WCO - University Training Sessions, Chaplaincy meeting, Student Wellbeing Services meeting, Endsleigh meeting.</p> <p>IO - University Training Sessions, UKCISA meeting, IST Project meeting, BIA induction session.</p> <p>AEO – University Training Sessions, 1:1 DoE, Nightline meeting.</p> <p>PGO - University Training Sessions, PGR Wellbeing group, Dean of PG's 1:1, PG Hall Reps planning, Westmere Scholars requirement panels, NSS discussion.</p> <p>SO - University Training Sessions, A/L.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
9	Officer Wins/ Priority Campaigns	The WCO updated the Officer Team on discussions on the University's wellbeing services and it's branding.	Noted
10	Guild Communications & Social Media	<p>The Officer team discussed the following items for promotion via social media:</p> <ul style="list-style-type: none"> • Extenuating Circumstances Procedures review. • A-Level Results Day • Welcome Week ticketing. • PG Event Programme. <p>The PGO noted difficulties on approaching interactions on social media.</p> <p>The PGO noted plans for a PG-specific newsletter later in semester one.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>
11	Schools/Colleges/ Dubai Update	No Items noted.	Noted
12	Part Time Officers	The EO noted a positive first meeting with the TSO on gender neutral toilets.	Noted
13	Any Other Business (AOB)	The AEO asked about induction talks for the University. JT to circulate last year's video induction. JT noted that previously Officer teams had recommended moving to a video model. The Officer team agreed to discuss further outside a meeting.	Noted

		<p>The WCO discussed a possible change to the existing Officer roles and naming. The WCO noted their view that the role of 'President' was not well defined as a portfolio, and that they felt the officer hierarchy within the organisation was confusing to students.. The President noted that they were agnostic to a change to the President role, however they had been elected to the role for this year and would fulfil their mandate. The President noted the length of consultation required on any changes made.</p>	Noted
		<p>The Officer team discussed possible changes to officer portfolios and consultation with the student body. The PGO noted the complexity for changing the Officer roles 'in-year' once elected. The PGO suggested reviewing the Guild's promotion of officer roles guide students to contact the Officer most relevant for the query.</p>	Noted
		<p>JT provided context to the Guild's previous Officer role review and the governance changes required for any change to the Officer roles. JT noted that a change to the Full-Time Officer roles would require changes to the Bye-laws and existing Guild policies, and would require significant resource for a referendum of members.</p>	Noted
		<p>The President noted their current difficulty in managing the expectations of students in terms of communications balanced against the views of other Officers in relation certain social media pages.</p>	Noted

The meeting closed at 13:00.

Signed

Date