

FULL TIME OFFICER GROUP MINUTES

12:00pm, Mandela

Present

Joanne Park, International Officer **(IO)** (Deputy Chair)
 Ryan Ginger, Activities and Employability Officer **(AEO)**
 Joshua Williams, President **(Chair)**
 Amanda Sefton, Education Officer **(EO)**
 Millie Gibbins, Welfare & Community Officer **(WCO)**
 Tobiloba Adeyemi, Postgraduate Officer **(PGO)**

Also in Attendance

Sam Jones, Interim Executive Assistant (Note Taker) **(SJ)**
 Jo Thomas, Chief Executive **(JT)**

Apologies

Josh Dooler, Sports Officer Elect **(SO)**

The Chair opened the meeting at 12:00.

No	ITEM FOR DISCUSSION	Notes	ACTION
1	Minutes from 02.09.19	<p>TA noted a typographical error in the previous minutes. SJ to update.</p> <p>The minutes from the last meeting held on 2nd September were approved as an accurate record of the meeting.</p>	<p>SJ</p> <p>Noted</p>
2	General Election/Voter Registration	<p>The President noted the possibility of an upcoming general election, and due to the short proposed timescale many students arriving or returning to Birmingham in Welcome Week may not be registered to vote in time.</p> <p>The President suggested preparing plans for a stall at welcome week events, and linking up with political societies to promote voter registration.</p> <p>The AEO suggested rewarding groups for the number of members that complete voter registration forms.</p> <p>The IO noted that the Guild should avoid disadvantaging international student facing societies, many of whose members would be unable to register to vote.</p> <p>The President noted that a voter registration campaign would also be valuable in the run up to the west midlands mayoral elections. Student Voice will monitor events in Westminster as to likely dates for an election and keep the officer team informed.</p>	Noted
3	Welcome Week	The AEO noted that plans for welcome week were almost complete, and suggested that the officers look to organise a	

		<p>democracy themed event to promote engagement with the Guild's democratic structures.</p> <p>The President noted the need to engage students with an interest in social issues and representation early in the academic year.</p> <p>The officer team agreed to arrange a democracy themed event in WW, with the officer team in attendance.</p>	
4	'Birmingham in Action'	<p>The AEO noted the upcoming DARO led campaign and the launch day.</p> <p>The officer team discussed their involvement in the campaign, agreeing to attend the main launch event.</p>	<p>Noted</p> <p>Agreed</p>
5	Trustee Board + Papers	<p>JT updated the officer team on the papers for the upcoming trustee board meeting. The officer team discussed the trustee board papers, and the presentation of their action plans at the trustee board and staff forum.</p> <p>JT noted the formation of the democracy sub-group. The AEO agreed to fill the officer place on democracy sub-group.</p>	<p>Noted</p> <p>Noted</p>
6	Union Update	<p>The President noted that they'd had positive meetings with representatives from campus trade unions concerning possible upcoming strike action, and had agreed to meet regularly with representatives to understand the possible impacts for students from industrial action.</p>	Noted
7	Brexit Statement	<p>The President proposed a draft statement on Brexit and the prorogation of parliament to be published on the Guild's website.</p> <p>The EO noted the wording of the statement: "We are fearful that the proroguing of parliament will stand as an affront to democracy". The EO suggested that reference to democracy should be avoided, as it could be seen as overly party political.</p> <p>The AEO noted that they were very supportive of including the reference to democracy.</p> <p>The President noted that several other SU's had already published similar statements criticising the government's decision to prorogue parliament.</p> <p>The Officer team discussed various options on publication of the statement. The EO noted that they were happy to support the majority decision of the officer team. The officer team agreed to publish the statement as proposed by the President.</p> <p>The Officer Team agreed to prepare a statement ready for</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

		the calling of a General Election.	Agreed
8	Worklink Statement	The President updated the officer team on ongoing issues with student staff receiving payment for hours worked through WorkLink. A new group of students have delivered an open letter to the University. The University have advised that the issue will be resolved by the end of the week.	Noted
9	Social PT/FT	The officer team discussed possible dates for a Guild Officer Group social event. JT noted that the officer team had a budget to spend on hospitality and social events. SJ to liaise with Student Voice about the first GOG date.	SJ
10	E+D Ambassadors	The EO noted that they had met with the E&D Ambassadors, and were continuing to look at opportunities for collaboration and the relationship with the Guild liberation officers. The Officer team noted that this would be coordinated by the WCO and Sarah Edmunds going forwards.	Noted WCO
11	Diaries	President – Democracy papers, office hours, Advance HE London, Harm reduction meeting, intro to project board, catch-up with LGBTQ officer, care leavers, staff forum, NUS visit, Lord Bassam visit, security tour. EO – EPS meeting, Reps talk @ MDS, Sussex visit, 1:1 PVC education, SRSAB, linked-in learning meeting, UQAC, A/L. SO – A/L IO – Jinan Prep, Meeting DPVC, extension to University House, CHEF, NUS Visit, Flying to China. PGO – Meeting PVC Education, SRSAB, PGTea and Cake, CHEF, Linked-in learning meeting, Staff Forum, UQAC and UQAC Briefing. AEO – Personal tutor work, Health and Safety committee, harm reduction meeting, interviews, welcome week meeting, balads meeting, careers network meeting, E&E committee meeting, space group, Cardiff visit. WCO – Student Lettings charter meeting, Christmas on campus meeting, student tribe meeting, harm reduction meeting, CHEF, Wellbeing meeting, staff forum, meeting with MDS welfare rep, misconduct hearing, Lord Bassam visit.	Noted Noted Noted Noted Noted
12	Manifesto Updates	The President noted that the care experience open day was arranged, for the 20 th October, and a partnership was being developed with Solihull council for future collaboration. The AEO updated the team on the volunteering recognition program and award scheme. The IO noted that due to staff capacity in JSV, the tips to Ikea for international students may not now happen. ASE noted that university staff had been querying aspects of	Noted Noted Noted

		the new student reps scheme, which would be discussed at SRSAB.	Noted
13	Guild Engagement/ Social Media	The Officer team noted the following items for Guild promotion: <ul style="list-style-type: none"> • Welcome group posts - Officers to do • PGTea and Cake 	Noted Noted
14	School/College/Dub ai Update	No items were noted.	Noted
15	Part Time Officer Buddies	The President noted that they were working closely with the LGBTQ officer to collaborate more closely with the University's rainbow network.	Noted
16	Officer Training & Development	The EO noted that they were visiting Sussex SU this week to learn more about their model of academic representation.	Noted
17	AOB	The EO noted the BA Strike action, and suggested that officers should look into any possible disruption to students arriving for the start of term from abroad.	Noted

The meeting closed at 13:25.

Signed

Date

DRAFT