

FULL TIME OFFICER GROUP MINUTES

12:00am, Mandela Room

Present

Josh Dooler, Sports Officer Elect **(SO)**
 Millie Gibbins, Welfare & Community Officer **(WCO)**
 Ryan Ginger, Activities and Employability Officer **(AEO) (Chair)**
 Joanne Park, International Officer **(IO)** (arrived at 10:15am)
 Tobiloba Adeyemi, Postgraduate Officer **(PGO)**
 Amanda Sefton, Education Officer **(EO)**
 Joshua Williams, President **(JW)**

Also in Attendance

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

Apologies

The Chair opened the meeting at 12:00

No	ITEM FOR DISCUSSION	Notes	ACTION
1	Minutes from 03.02.19	The minutes from the last meeting held on 3 rd January were approved as an accurate record of the meeting.	Approved
2	AOB	<p>The EO suggested adding the democracy referendum as a standing item until the end of the elections period. SJ to include on agenda.</p> <p>The Officer team discussed arrangements for the upcoming democracy referendum.</p> <p>The AEO noted that Guild Awards was significantly down on both ticket sales and awards nominations compared to previous years. The AEO asked officers to nominate groups and individuals they had worked with over the year, and promote ticket sales via social media. The EO suggested reaching out to University Student Experience Officers.</p> <p>The AEO noted plans for a fair trade event for Go Green Week, and asked the officer team for suggestions for fair trade events. JT suggested running a fair trade quiz in Joes bar. The IO suggested incorporating a fair trade event in the upcoming OneWorld event.</p> <p>The IO updated the officer team on University preparations to deal with the risk of students and staff contracting the recent corona virus. The University were passing on information about NHS helplines and care services, while Chinese society were</p>	<p>SJ</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

		<p>educating their members about symptoms and the potential for hate crime, and were providing facemasks free of charge.</p> <p>The IO noted that while a low number of Chinese students formally join Chinese society, more than 5,000 Chinese UoB students followed the society on social media. The Officer team discussed ways to increase engagement with the Chinese student community at UoB.</p>	<p>Noted</p> <p>Noted</p>
3	Strike Motion	The EO noted that the Your Ideas submission relating to the UCU strike action had received a high number of votes online. The Officer team discussed arrangements for promoting the Your Ideas cycle.	Noted
4	Office Disclosures	<p>The AEO noted a recent increase in the number of students informally disclosing sensitive and personal information to them in capacity as officers. The Officer team discussed options for a more formal reporting process and protocol for disclosures made to officers.</p> <p>JT noted the need for a recording system, and agreed to arrange a meeting with the Guild Advice team.</p>	<p>Noted</p> <p>JT</p>
5	Board/ Committee Effectiveness Surveys	SJ noted that the response rate for the Trustee Board and Committee Effectiveness surveys had been low. SJ encourage officers to complete the surveys as soon as possible.	Noted
6	Diaries	The Officer team discussed their diary commitments for the coming week.	Noted
7	Manifesto Updates & Priority Campaigns.	<p>The IO noted plans to hold a 'OneWorld' festival in March, incorporating activities from a wide range of countries and cultures.</p> <p>The WCO noted that STI testing kits were now available on a new stand outside Guild Advice.</p> <p>The WCO noted that 'Sex Week' events were planned, with a wide range of events and engagement activity to educate students about safer sex.</p> <p>The PGO noted that Student Voice was planning a national Black Voices conference.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
8	Guild Engagement/ Social Media	<p>The Officer team noted the following items for Guild promotion:</p> <ul style="list-style-type: none"> • Climate Emergency • Guild Awards – Nominations and Tickets • Go Green Week events • Democracy Referendum • Guild Elections • Your Ideas 	Noted

9	School/College/ Dubai Update	No Items noted.	Noted
10	Part Time Officer Buddies	No Items noted.	Noted
11	Officer Training & Development	No Items noted.	Noted

The meeting closed at 13:15.

Signed

Date

DRAFT