

FULL TIME OFFICER GROUP MINUTES

12:00 – 13:30
 Online Meeting (via Zoom)

Present

Tobiloba Adeyemi, President (**President**)
 Wei-Lun Chen, International Officer (**IO**) (**Chair**)
 Amie Raphael, Activities and Employability Officer (**AEO**)
 Charlotte Minter, Welfare & Community Officer (**WCO**)
 Jules Singh, Education Officer (**EO**)
 Rebecca Culter, Postgraduate Officer (**PGO**)
 Rob Hegarty, Sports Officer (**SO**)

Also in Attendance

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

Apologies

None.

The Chair opened the meeting at 12:00

No	ITEM FOR DISCUSSION	Notes	ACTION
1	Minutes from 03.08.20	The minutes from the meeting held on 3 rd August 2020 were approved as an accurate record of the meeting.	Approved
2	Live Q&A's with Directors of Education	<p>The EO updated the Officer team on plans for hosting Live Q&A sessions with college directors of education. The EO suggested the w/c 14th September for hosting online sessions for returning and incoming students.</p> <p>The Officer team discussed arrangement for director of education Q&A sessions. The AEO suggested holding the sessions earlier than mid-September to allow for incoming students to ask questions about their courses ahead of starting term. The PGO suggested holding in w/c 7th September. The EO agreed to move forwards with holding the sessions in the first week of September.</p> <p>The Officer Team discussed sharing workload for sessions across the officer team. The President noted clear messaging would be required for incoming students to understand the context of the University's current education plans. The EO noted that additional information might be required to help students identify which college they would be situated in.</p> <p>The Officer Team discussed arrangements for communications to incoming students on the University and Guild's plans.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
3	Student Minds Fundraiser	The WCO noted a national Student Minds fundraiser whereby students across the UK were encouraged to cover 2.4 million miles, one mile for every UK student. The WCO suggested that	

		<p>the Officer Team take part in the sponsored travel and promote for other students to take part.</p> <p>The Officer team discussed promotion of the project on Guild social media. The SO suggested producing a daily update on the team's progress.</p>	<p>Noted</p> <p>Noted</p>
4	Issues arising from Bi-Modal teaching	<p>The IO updated the Officer team on the University's plans for 'Bi-modal' learning, consisting of mixed online and in-person content. The IO noted that many international students expected problems with returning to the UK and/or would prefer to access content entirely online.</p> <p>The IO noted that under current plans for Bi-modal learning, International students might miss out on in-person contact and content. The EO noted a wider on going conversation with the University about students who would prefer not to, or were unable to, return to campus in September.</p> <p>The EO noted the need for clarity from the University on expectations for when students would be required to return to campus and participate in their courses face-to-face.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>
5	Diaries	<p>The Officer team discussed their key meetings for the week ahead:</p> <p>WCO – University Training Sessions, Introduction with Campus Services and Accommodation.</p> <p>EO – University Training Sessions.</p> <p>AEO – University Training Sessions.</p> <p>IO – University Training Sessions.</p> <p>SO – University Training Sessions, Catch-Up with UB Sport.</p> <p>PGO – University Training Sessions, Introduction to Chair of University Council, Apologies for Joined Up Conversations.</p> <p>President – University Training Sessions, Introduction to Chair of University Council.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
6	Manifesto and Priority Campaigns Updates	No Items noted.	Noted
7	Guild Communications/ Social Media	<p>JT noted that this week was A-Level results day for future students. JT suggested arranging additional Officer social media communications & website content, in light of the difficulties around COVID-19 and the closure of schools.</p> <p>The Officer team discussed the Guild's response to national A-Level results and disruptions to incoming students learning. JT noted that many Universities were expecting to reduce intake grades. The Officer Team discussed a statement, advising</p>	Noted

		students to do what is best for them. JT suggested planning a video.	Noted
8	Schools/Colleges /Dubai Update	No Items noted.	Noted
9	Part Time Officers	The SO noted on-going work with the DSO on disability accessible sport, including a dedicated slot for accessible swimming at the sports centre. The SO noted that the DSO was collaborating with other PTOs from other Universities.	Noted
10	Officer Training and Development	SJ updated the Officer team on remaining training sessions over the summer. SJ updated the officer team on the most recent round of Trustee Board recruitment.	Noted
11	AOB	<p>The Officer Team discussed using vouchers for student engagement from the Birmingham Bullring, as a more ethical choice.</p> <p>The Officer team discussed the current round of National Student Survey feedback. The PGO suggested communications to students on academic rights. JT provided context to the Officer team on NSS question 26 and former question 23.</p> <p>The Officer team discussed their approach to engaging with NSS question 26 factors of the coming year. The PGO noted possible additional communications on Officer wins and academic representation to the student body.</p> <p>The Officer team discussed arrangements for the NATY Oversight Board. The Officer team agreed that the PGO and EO attend meetings for the coming year.</p> <p>The President noted a proposal for the creation of a University Hate Crime working group. The Officer Team agreed that the WCO and President attend the meetings.</p> <p>The SO noted a query from the MedSoc Hockey team on travel abroad in 2021. The AEO noted on-going work on guidance for societies travelling abroad. JT suggested discussing student group guidelines at Joined Up conversations group. The WCO noted published guidance from Oxford Brookes.</p> <p>The Officer Team discussed student access to the Guild building for using bookable spaces. JT noted on-going work on the Guild's building reopening, however due to social distancing space in the Guild for group meetings would be very limited. JT noted that Guild staff would be reviewing possibilities for student groups meetings in the building in the coming weeks.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

The meeting closed at 13:30.

Signed

Date