

Present

Amira Campbell, Guild President (**President**) (Chair)
 Harry Brooks, Activities & Employability Officer (**AEO**)
 Joseph Hill, Education Officer (**EO**)
 Cat Hardiman, Sports Officer (**SO**)
 Benjamin Lockley, Postgraduate Officer (**PGO**)
 Tianjie (Alice) Liu, International Officer (**IO**)

Also in Attendance

Jo Thomas, Chief Executive (**JT**)
 Amber Challinor, HR Coordinator (**AC**) (note taker)

Apologies

Dean Turner, Welfare & Community Officer (**WCO**)

The Chair welcomed everyone and the meeting started at 12:00.

No	Item for Discussion	Notes	Action
1	Minutes of the Previous meeting (07.05.24)	<p>The Chair presented the minutes of the previous meeting, dated the 7th May 2024, for the Officer Team's approval.</p> <p>The Officer Team approved the minutes as an accurate record of the meeting.</p>	<p>Noted</p> <p>Noted</p>
2	Trustee Board Papers	<p>The Officer Team noted that the Trustee Board meeting was taking place on the evening of Monday 13th May.</p> <p>Some items were discussed, and it was agreed that briefings for Officers prior to Trustee Board Meetings would be arranged.</p> <p>The Officer Team requested SMT to provide updates to FTOG on their projects.</p> <p>The PGO noted, in relation to an item at the previous Board meeting (Reception Project), that they wanted noted that the minutes read that the only issue raised was the cost of the project, when in fact, the substance of the project of itself was raised first and was a much bigger issue for them.</p>	<p>Noted</p> <p>JT</p> <p>Noted</p> <p>Noted</p>
2	Officer Diaries	<p>The Officer Team discussed their key meetings for the week ahead:</p> <p>President – Attended SPRC, took part in Citizens UK training, Refugee Reach Action Group</p>	<p>Noted</p>

		<p>EO – Education Innovations Advisory Group, Quality Assurance Committee, Catch up with PVC Education</p> <p>SO – Trustee board meeting, WM BUCS meeting, chaired E&E committee</p> <p>AEO – Trustee board meeting, complaints catch up, Interview panel for the new Student Group Coordinator.</p> <p>PGO – Completed selection for UOB PG scholarships, University Quality Assurance committee, helped to judge 3 minute theses.</p> <p>IO – Trustee board, meeting with Uni Comms team re. the promotion plan for UOB Xtra and the language picnic, farewell party for exchange students.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
3	Officer Projects	Nothing to discuss.	Noted
4	Schools/Colleges/ Dubai Update	Nothing to discuss.	Noted
5	Part-Time Officers	Nothing to discuss.	Noted
6	AOB	The SO noted the number of attendees expected at Sports Ball on the 5 th June and asked the Officer Team to confirm their attendance.	Noted

The meeting finished at 13:00