



Full-Time Officer Group (FTOG)

Online Meeting (via Zoom)

Present

Amira Campbell, Guild President (**President**) (**Chair**)
 Tinajie (Alice) Liu, International Officer (**IO**)
 Joseph Hill, Education Officer (**EO**)
 Catherine Hardiman, Sports Officer (**SO**)

Also in Attendance

Emily Badger, Director of Operations (**EB**)
 Lisa Clark, People & Administration Manager (**LC**) (note taker)

Apologies

Benjamin Lockley, Postgraduate Officer (**PGO**)
 Dean Turner, Welfare & Community Officer (**WCO**)
 Harry Brooks, Activities & Employability Officer (**AEO**)

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

No	Item for Discussion	Notes	Action
1	Minutes 07.08.23	The Chair presented the minutes of the previous meeting, dated Monday 7 th August 2023, for the Officer Team’s approval. The Officer Team approved the minutes as an accurate record of the previous meeting.	Noted Approved
2	UoB Masterplan – Student Consultation	The President & EO noted they had attended the UOB Masterplan Consultation meeting. It was noted there are 3 elements to the consultation – Campus Life, Research & teaching, The Officers are currently involved in the Campus Life element with a view to also being involvement in the other 2 elements.	Noted
3	External Membership Update	The Officer team agreed to defer this item to the following week.	Noted
4	Officer Action Plans	The Officer team noted their actions have all been submitted for circulation to the Trustee Board.	Noted
5	Clothes Swap	The SO noted the clothes swap will be increased to include sports kit and equipment. A discussion was had regarding space in the Guild to store the clothes. The SO to discuss with Facilities Manager.	Noted SO
6	Russell Group Students Unions Debrief	The President & EO noted they had attended the Russell Group Student Unions (RGSU) Meeting and this had been productive. The EO noted a discussion around joint statements from the RGSU and the advantages and disadvantages of this.	Noted Noted

		The President noted the 3 priorities of the RGSU were the cost of living, fees & funding and Post Graduate & International Officers in those SU's who do not have these Officers.	Noted
7	2nd Floor Walkaround	The Officer Team discussed a walk around the Guild staff teams to get to know teams and speak to staff members. The President will arrange suitable dates and times with departments.	Noted President
8	University Staff Invitation to the Guild	The Officer team discussed inviting University Stakeholders to the Guild for informal meetings to build relationships. A discussion was had regarding invites to Welcome Week events. The President will liaise with the CEO to arrange suitable dates.	Noted President/ CEO
9	Correcting each other (preparing to be upset)	The Officer team agreed to defer this item to the following week.	Noted
10	Officer Diaries	The Officer Team discussed their diary priorities for the coming week: President – Influencing the University, Introduction to Academic Services, Careers Network, Finance Committee, Introduction to Guild Advice, Freedom of Speech training SO – Influencing the University, UB Sport Senior managers meeting, Finance Committee, Careers Network, Activities Committee, filming with Comms & Marketing EO – Student Voice Report, Pre-meet for SRSAB, Influencing the University IO – Influencing the University, Careers network, Law School International student engagement, Freedom of Speech training.	Noted Noted Noted Noted
11	Officer Projects	The IO noted the Language Cafés will be held on Campus, dates to be confirmed. The President noted they had met with the Medical School to discuss hidden expenses and the Chamberlain Awards.	Noted Noted
12	Schools/Colleges/ Dubai Update	The IO noted some students had been in contact in regards to their experiences in the Dubai Campus and had suggested some ideas for improvement.	Noted
13	Part-Time Officers	The Officer team discussed training and the PTO's Group Chat.	Noted
14	AOB	The EO asked if the Teams app could be put onto the Officers phones. The EO to liaise with IT. The IO noted the upcoming visit to Keele for the Officer team on 24 th August.	EO Noted

The Chair closed the meeting at 13:00.