

Present

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

Also in Attendance

Jo Thomas, Chief Executive **(JT)**
 Sam Jones, Executive Assistant **(SJ)** (Note taker)
 Scott Dawson, Student Voice & Representation Manager **(SD)** (Agenda Items 2 & 3 only)

Apologies

None.

The Chair welcomed everyone and the meeting started at 13:05.

No	Item for Discussion	Notes	Action
1	Minutes (18.12.23) & (02.01.24)	<p>The Chair presented the minutes of the previous meetings, dated the 18th December 2023 and the 2nd January 2024, for the Officer Team's approval.</p> <p>The Officer Team approved the minutes, dated the 18th December 2023 as an accurate record of proceedings.</p> <p>The President noted several amendments to the minutes dated the 2nd January 2024. The President agreed to share with SJ.</p>	<p>Noted</p> <p>Approved</p> <p>President</p>
2	Outstanding Beliefs and Commitments from previous Democratic System	<p>SD joined the meeting at 13:10.</p> <p>SD updated the Officer Team on a range of the Guild's Current Beliefs & Commitments which had been carried forwards from the Guild's previous democratic structures. SD noted that a number of the Guild's Beliefs & Commitments over the last 2 years had not been properly re-approved, so were now overdue for renewal, however this was not currently clear in the Guild's public documents. SD noted that the Guild still considered these Beliefs & Commitments as 'live', pending review. SD updated the Officer Team on a planned timeline for taking these lapsed Beliefs and Commitments through the new Members Democratic Process for approval via the All Student Vote process.</p> <p>The Officer Team discussed plans to pass these outstanding Beliefs & Commitments through the Members Democratic Process. The EO asked about the lack of documentation for evidence the</p>	<p>Noted</p> <p>Noted</p>

		<p>approval process for historic Beliefs & Commitments. SD noted that a large amount of data had been lost when a former member of staff had left the organisation and their personal documents had been deleted. JT noted the hard work of the Student Voice & Representation team in compiling historic documentation for the approval process for the Beliefs & Commitments.</p> <p>The AEO noted their view that the process of reviewing overdue Beliefs & Commitments should take precedence in terms of staff capacity over newly submitted proposals from current students. The Officer Team discussed the list of items for re-approval. The AEO asked about the likelihood for these proposals to meet quoracy through the All Student Vote. JL noted that if these items did not meet quorum through the All Student Vote, they would not be considered active.</p> <p>The AEO asked about decisions which had been taken in the past on the basis of Beliefs & Commitments which had in fact lapsed. The EO noted that the Guild was still free to take a stance on an issue, even if it did not have a formal written position. SD noted that the Guild still considered these Belief & Commitments as active until they were put to the Members Democratic Process. The President asked about the interaction between the review of these out-of-date Beliefs & Commitments, and the upcoming Officer Elections. SD noted that the Guild had 4 remaining rounds of All Student Vote as opportunities to propose readoption of these items. The President noted opportunities for cross-promotion of these two items. The AEO suggested consulting with the Part-Time Officers on the wording of policies in areas The Officer Team discussed the timeline for putting these items to the upcoming All Student Vote.</p> <p>The Officer Team approved the recommendations from the paper, agreeing a list of items to move forward into the All Student Vote Cycle 2:</p> <ol style="list-style-type: none"> 1. Hidden Course Costs 2. Housing 3. Access to Healthcare 	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
3	<p>Advice Drop-Ins</p>	<p>SD updated the Officer Team on limited staffing levels in the Guild Advice Team, following one member of staff leaving the organisation. SD noted that the Guild Advice team had recently cancelled several in-person drop-in sessions, however the team were planning to re-initiate drop-in sessions 2-3 days per week for the rest of the academic year. The WCO noted the amount of student enquires related to accessing drop-ins, and their importance for student wellbeing. The PGO noted the need for reception staff to be better informed about sign-posting students to Guild Advice.</p> <p>The President noted the opportunity for a wider reshaping of the Guild's Advice offering to students and increasing its investments in advice services. JL noted that the Guild was undertaking an audit of it's current service offering in line with an external accreditation, and ongoing work with the team on case in-flow mapping. JL noted the</p>	<p>Noted</p>

		<p>importance of articulating to the University the value of the Guild's advice services in terms of student retention. The President noted the importance of realigning the Guild's identity for students behind advice, and the need for investment for this.</p> <p>SD left the meeting at 13:45.</p>	<p>Noted</p> <p>Noted</p>
4	Consent Course for Committee Members	The AEO updated the Officer Team on their project work on mandatory consent workshops for society committee members. The AEO noted the need to finalise details on how the scheme would be rolled out to students. The SO noted that the existing scheme for sports teams was delivered on Canvas, but had seen a drop-off this year on completion rates. The AEO noted that they did not support mandatory training across the board. The President noted their commitment to encourage student leaders to complete the training wherever possible.	Noted
6	Company Law Meeting Update	SJ updated the Officer Team on student engagement with the upcoming Company Law Meeting on the 25 th January, noting low numbers of tickets and proxy votes completed so far. SJ encouraged the Officer Team to share information about the meeting with their network.	All
7	Officer 360's	JT asked Officers about their experience with completing their 360 review surveys. The Officer Team fed back. The President encouraged all of the Officers to share their survey with staff stakeholders.	Noted
6	Officer Diaries	<p>The Officer Team discussed their key meetings for the week ahead:</p> <p>IO – University Education Committee, Commonwealth Association Meeting, PCV International 1:1, Language Café.</p> <p>SO – Activities Sub-Committee meeting, Sports Access Fund planning, Club Development Catch-Up.</p> <p>PGO – Graduate Research Board meeting, CAL College Reps catch-up, Head of Registry 1:1.</p> <p>EO – University Education Committee, Reps Lunch, APP Student Consultation Sessions.</p> <p>President – University Relations, SMT, Coole Insights Training.</p> <p>AEO – Mid-year Sports & Societies Fair, Student Groups Coordinator recruitment, Alumni Impact Fund content record, A/L.</p> <p>WCO – Reclaim the Night catch-up, Drugs & Alcohol support planning, Misconduct Panel training.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
5	Officer Projects	The IO reminded Officers of another Language Café event taking place this week.	Noted

		<p>The PGO noted a £4,500 grant for PG Widening Participation scholarships which had launched the previous day, with a first launch of 50 places. The PGO encouraged Officers to share the application process with their contacts.</p> <p>The SO invited the Officer Team to attend the Sports & Societies Fair, which was taking place tomorrow.</p>	<p>Noted</p> <p>Noted</p>
6	Schools/Colleges/ Dubai Update	No items noted.	Noted
7	Part-Time Officers	No items noted	Noted
8	AOB	<p>The President updated the Officer Team on a request from the University to feed into a proposal from the public engagement team. SJ to diarise.</p> <p>The SO updated the Officer Team on plans for UB Sporty take part in the BRIT challenge, a national sports scheme to destigmatise mental health. The SO agreed to share information by email.</p>	<p>Noted</p> <p>Noted</p>

The meeting finished at 14:15.