

# FULL TIME OFFICER GROUP MINUTES

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

## Present

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

## Also in Attendance

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

## Apologies

None.

The Chair opened the meeting at 12:00

No	ITEM FOR DISCUSSION	Notes	ACTION
1	<b>Previous Minutes (10.05.21)</b>	The minutes from Monday 10 <sup>th</sup> May 2021 were approved as an accurate record of the meeting.	<b>Approved</b>
2	<b>Graduation Celebration Timetable</b>	The EO updated the Officer Team on planning for the Graduation Celebration timetable for summer graduation ceremonies.  The PGO agreed to attend the EDACs ceremony. SJ to circulate a timetable of dates.	<b>Noted</b>  <b>Noted</b>
3	<b>Devices during Handover Period</b>	SJ updated the Office team on plans for device transition during the upcoming Officer handover period in July. SJ noted plans for the current Officer Team to hand back devices at the beginning of the handover period.	<b>Noted</b>
4	<b>Reports of Asian Hate Crime</b>	The WCO updated the Officer team on local reports of hate crime perpetrated against Asian students in Selly Oak. The Officer team discussed possible actions to tackle hate crime in Selly Oak. The IO suggested additional student-facing communications on Hate Crime reporting.	<b>Noted</b>
5	<b>Student Concerns over Israel/Palestine Conflict</b>	The IO noted concerns raised by students on student wellbeing in-light of increased conflict between Israeli and Palestinian forces in the Gaza strip. The President noted ongoing discussions with the University on possibility ways to support students facing issue related to the conflict. The President noted a number of posts in the 'Fab n Fresh' Facebook group which had targeted groups of students.	<b>Noted</b>

		<p>The Officer Team discussed publishing a Guild statement on the recent conflict and its impact on UoB Students. The PGO noted the sensitivities around any statement published by the Guild. In relation to the conflict. The PGO noted the importance of the Guild making a statement independent of the University. The PGO suggested publishing a statement, condemning the violence on both sides of the conflict. The EO noted the importance of condemning racism and anti-Semitism expressed online in the student community.</p> <p>The Officer discussed maintaining a neutral position in any statement released. The PGO suggested referring =students to resources where they might educate themselves further on the conflict. The WCO suggested signposting to relevant neutral support services.</p> <p>The Officer team discussed the current wording of the Guild's byelaws on the Israeli-Palestinian conflict. The AEO suggested including reference to the Guild's existing policy in a statement. The EO noted the value of clearly stating the Guild's neutrality on the conflict.</p> <p>The President noted the importance of progressing the Guild's statement quickly. The Officer team agreed to discuss over email and finalise a statement by the end of the day.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>All</b></p>
6	Diaries	<p><b>President</b> – Joined up Conversations, Officer Wellbeing Consultation, UoBE Festival Planning, Race Equality Meeting, E&amp;D Committee, GEMT, PG Awards meeting, Officers/Voice/Comms Catch-up, TOIL, A/L.</p> <p><b>WCO</b> – Schemes Leads meeting, Joined Up Conversations, STI Testing planning, UoBE Festival Planning, E&amp;D Committee, Welcome Week Planning, GEMT, Police partnership planning, Officers/Voice/Comms Catch-up.</p> <p><b>EO</b> – Joined up Conversations, Officer Wellbeing Consultation, UoBE Festival Planning, Reps Catch-up, CQAC, SELT project team meeting, COSS Skills meeting, Employability hub planning, Officer Team HR Induction, Officers/Voice/Comms Catch-up, Community Organising, CQAC.</p> <p><b>AEO</b> – Student Groups Team meeting, Commercial ops group, Wellbeing Officers catch-up, Liberation officers catch-up, UOBE Festival catch up, Complaints meeting, CWG games meeting, UJS SU's meeting, Officers/Voice/Comms Catch-up, UOBE Festival Steering Group, Roombookings Policy meeting, A/L.</p> <p><b>PGO</b> – Joined up Conversations, Officer Wellbeing Consultation, Advance HE, Student Reps Catch-Up, E&amp;D Committee, SELT meeting, Dean of Postgraduates meeting, and CEO 1:1.</p> <p><b>IO</b> – Joined up Conversations, Officer Wellbeing Consultation, UoBE Festival Planning, Hate Crime meeting, E&amp;D Committee,</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>

		Dubai Student Forum, International Welcome planning, EDI taskforce meeting, Community Organising planning, A&R Committee.  <b>SO</b> – Joined Up Conversations, TOIL, Officer Wellbeing Consultation, UoBE Festival Planning, Club Development Catch-Up, A/L.	<b>Noted</b>  <b>Noted</b>
<b>7</b>	<b>Officer Wins/ Priority Campaigns</b>	<b>AEO – in-person workshop with careers network.</b>  <b>EO</b> – Timetabling.  <b>WCO</b> – International Student rent contract.  <b>SO</b> – Sports indoor reopening form 17 <sup>th</sup> May.  <b>PGO</b> – Tik Tok videos in new Office.  <b>IO</b> – International Students meeting.  <b>President</b> – Working in Guild building.	<b>Noted</b>  <b>Noted</b>  <b>Noted</b>  <b>Noted</b>  <b>Noted</b>  <b>Noted</b>
<b>8</b>	<b>Guild Communications, Social Media</b>	The Officer Team noted the flowing items for promotion via social media.  <ul style="list-style-type: none"> <li>All Student Meeting.</li> </ul>	<b>Noted</b>
<b>9</b>	<b>Schools/Colleges/ Dubai Update</b>	No Items noted.	<b>Noted.</b>
<b>10</b>	<b>Part Time Officers</b>	The SO noted positive submissions from the part-time Officer team on accessibility in sport as part of the Sports Club Conference.	<b>Noted</b>
<b>11</b>	<b>Any Other Business (AOB)</b>	No Items noted.	<b>Noted</b>

The meeting closed at 13:00.

Signed .....

Date .....