

FULL TIME OFFICER GROUP MINUTES

Present

Adam Goldstone, Education Officer
Helena Bailey, Sports Officer
Henny Green, Welfare Officer
Jess Levy, Representation and Resources Officer (Chair)
Kris Ali, Housing and Community Officer
Rose Bennett, Postgraduate Officer
Shannon Farmer, Activities and Development Officer

In Attendance

Adam Sheridan, Director of Engagement

Apologies

Ellie Keiller, President (Chair)

The Chair opened the meeting at **12.05**

No	ITEM FOR DISCUSSION	NOTES	ACTION
1	Minutes from 15-01-2017	The minutes from the meeting held on 15 th January 2018 were approved as an accurate record of the meeting.	Approved
2	Matters arising	The President noted that a blog on Living Wage has been submitted to C&M.	Noted
3	Diaries	<p>President – University Wifi Meeting, VCQT Questions Discussion, CEO 1-2-1, GTV meeting, Budget Review Group, Library Services Termly Meeting, Compact Meeting, Academic Registrar meeting and VCQT.</p> <p>HCO – Community Warden Assistant Interviews, General Manager Student Accommodation meeting, Warden meeting, Voter Registration Campaign planning, Director of Residential and Environmental Services meeting and VCQT.</p> <p>RRO – Leeds SU visit review, Live Music Working Group, Director of Engagement meeting and VCQT Discussion.</p> <p>EO – Dubai Campus Induction, Live Music Working Group, COSS Assessment and Feedback T&F Group, TEF Subject Pilot, UG/PGT Rep Forum, Study Spaces meeting, Library Services meeting, University Education Committee, VCQT and Major Changes T&F Group.</p> <p>ADO – Live Music Working Group, JSV Team Meeting, Nightline meeting, Groups Team Meeting, CEO 1-2-1 and VCQT.</p> <p>WO – Dubai Campus Induction, E&D Committee, Director of Support and Development 1-2-1, Umbrella Pop Up Sexual Health Clinic, Strategy Working Group and VCQT.</p> <p>PGO – Live Music Working Group, University Research Committee, Heads of School Conference, CEO 1-2-1, UG/PGT Rep Forum, Library Services Termly Meeting, CAL</p>	

		PGR Rep Forum, University Education Committee, VCQT and Major Changes T&F Group. SO – UBSport Management Meeting, COBRA meeting, Representation meeting and VCQT.	Noted
4	Mandate update	<ul style="list-style-type: none"> - President and RRO will be releasing a living wage blog - RRO noted that paper straws are planned to launch during Go Green Week 	Noted Noted
5	VCQT	<ul style="list-style-type: none"> - The RRO is to put time in diaries for Officers to discuss questions for the VCQT. 	RRO
6	Guild Engagement/ Social Media	<ul style="list-style-type: none"> - Umbrella Pop Up Sexual Health Clinic - Elections Nominations - NSS Guild Statement - Voter Registration Campaign, HCO to ask NUS for resources - Pay as you go sports centre - ADO blog 	HCO All
7	Schools/Colleges Update	There were no schools or colleges updates.	
8	Part Time Officer - Buddies	<p>The RRO noted that the ARAFO was planning a Holocaust Memorial.</p> <p>The RRO noted that the EEO was working on Go Green Week.</p>	Noted Noted
9	Officer Training & Development	EP to check training budget and find out remaining amount	Noted
10	AOB	<p>RRO noted that they had received correspondence informing that that prices have increased in University food outlets. The HCO is to raise this with the Director of Catering and at Accommodation Management Group.</p> <p>AS is to raise Chinese New Year with SE.</p> <p>The ADO is to raise Student Groups Funding with the President in advance of Budget Review Group.</p>	Noted HCO AS ADO

The meeting closed at **13.10**

Signed

Date