

FULL TIME OFFICER GROUP MINUTES

11:00 – 12:00
 Online Meeting (via Zoom)

Present

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

Also in Attendance

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

The Chair opened the meeting at 11:00

No	ITEM FOR DISCUSSION	Notes	ACTION
1	Minutes from 19.10.20	The minutes from Monday 19 th October were approved as an accurate record of the meeting.	Approved
2	National Student Survey	The PGO updated the officer team on an OFS round-table session which discussed next steps with the National Student Survey for 2020/21. The PGO noted that other Student's Unions had also noted dissatisfaction with the current question bank. The PGO noted current benchmarking against other Russell Group Universities. The PGO suggested preparing a submission from the Guild to the current review. JT noted the possibility for a combined Guild submission. The PGO noted the value a collective position on the next steps. The Officer team agreed to discuss further outside the meeting.	Noted Noted
3	University Equality Scheme	JT updated the Officer team on a proposal from the University in relation to equality and diversity. The President noted that the current wording referenced staff more than students and lacked student and liberation representation. The President suggested seeking the involvement of the liberation officers. The PGO suggested seeking additional involvement of PGR students.	Noted Noted
4	November Support Month/ Speak Week/ Disabled Students' Month/ Islamophobia Awareness	The IO updated the officer team on the upcoming timetable for awareness days/ months. The IO noted the upcoming Islamophobia awareness month, which societies and associations would be delivering activity for. The IO suggested collaborating with Islamic society to promote information and events.	Noted

		<p>The IO noted communications and events planned for support month. The SO noted plans for support month events with sports teams in collaboration with sport's officers from other Student's unions.</p> <p>The WCO noted the Guild's comms plan for support month. The PGO suggested including the hate crime reporting tool during islamophobia awareness month.</p> <p>The IO noted the upcoming international women's day and International men's day. The Officer team discussed the promotion of international men's day. The SO noted the value of highlighting men's mental health as part of international men's day. The AEO noted that if the Guild were to promote international men's day, it should focus on male mental health as part of the wider support month. The PGO noted that international men's day communications should focus on mental health issues.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>
5	Officer Radio Show	The AEO noted that Burn FM were not currently able to access their office space, and the Guild officer radio show had been delayed. The Officer team discussed the Officer team radio show rota.	Noted
6	Diaries	<p>The Officer team discussed their key meetings for the week ahead:</p> <p>WCO – Joined up conversations, Trustee Board, CHEF, T&F group meeting, GEMT, President 1: 1, Hate crime meeting, City Council meeting, CAL education committee, West Midlands sexual violence working group, decolonisation meeting.</p> <p>EO – Joined up conversations, Trustee Board, CHEF, Student Voice Team meeting, Politics society meeting, US election planning, employability week events, work link workshop, University relationships, SRSAB pre-meeting, C&M fortnightly meeting, COSS CEC meeting, 1:1 SVM, 1:1 PVC education.</p> <p>AEO – Joined up conversations, Trustee Board, CHEF, Employability week events, Student Groups employability meeting, T&F groups meeting, Alumni impact fund, E&E committee, Sociology society EGM.</p> <p>IO – Joined up conversations, Trustee Board, CHEF, partner visit days, C&CM fortnightly meeting, University relationships, COSS CEC meeting, study abroad meeting.</p> <p>SO – Joined up conversations, Trustee Board, CHEF, UB Sport SMT meeting, Club Development catch-up, T&F group meeting, club feedback session, TSO meeting, EEO 1:1, EPS SMT meeting, sports games, E&E committee, sports officer meetings, UB Sport SMT meeting, TOIL.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

		<p>PGO – Joined up conversations, Trustee Board, CHEF, LGBTQSO buddy meeting, CHEF, DSO 1:1, UEC, PSEC, PGR rep social, Council Briefing, Brum with a Brew, SRSAB pre-meeting, C&M fortnightly catch-up, January starts meeting.</p> <p>President – Joined Up Conversation, T&F group meeting, CHEF, Trustee Board, GCF working group, GEMT, University Council meeting, C&M fortnightly meeting.</p>	<p>Noted</p> <p>Noted</p>
7	Priority Campaigns/ Officer Wins	<p>The Officer's presented their 'Officer Wins' from the last week:</p> <p>WCO – Campaign progress.</p> <p>AEO – Student Groups newsletter, 'Not on November' planning.</p> <p>President – 100 sign-ups for black voices conference, leadership training session, Autumn elections.</p> <p>PGO – January starts progress and constructive conversations.</p> <p>SO – DSO support, Wheelchair basketball team progress, sports teams' trials.</p> <p>IO – Promoting careers mentors to international students, Go Global fair events, Year-abroad students' community.</p> <p>EO – Student Rep social.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
8	University Relationships	<p>The Officer team discussed the upcoming Joined Up Conversations meeting. The EO noted discussions between the University and Birmingham City Council on provisions in the case of a local 'circuit breaker' lockdown or an otherwise escalation of COVID-19 restrictions in Birmingham. The PGO noted that the University's view was that regardless of Birmingham's tier status, the University's campus would not close and students would continue to be able to access study space.</p> <p>The AEO noted continuing discussions about staff strike action at the University.</p>	<p>Noted</p> <p>Noted</p>
9	Guild Communications/Social Media	<p>The Officer Team noted the following items for promotion via social media:</p> <ul style="list-style-type: none"> • Black Voices Conference sign-ups. • International Student Trustee Recruitment • Employability Week. 	<p>Noted</p> <p>Noted</p>
10	Schools/Colleges/ Dubai Update	No Items noted.	Noted
11	Part Time Officers	No Items noted.	Noted

12	Officer Training and Development	The Officer team discussed their recent leadership training sessions.	Noted
13	AOB	<p>The Officer's agreed to arrange a catch-up on Friday afternoons. SJ to diarise.</p> <p>JT updated the Officer team on Joe's Bar's current financial position. JT noted the value of retaining face-to-face engagement through Joes bar in engaging student and bringing students into the bar. JT noted that if Birmingham were to be moved into Tier 3 restrictions, Joes bar would be required to close.</p> <p>The PGO updated the Officer team on arrangements for students who had been affected by the cancellation of January Starts. The PGO noted that a number of students had now started their courses up to 6 weeks late. The PGO noted that they were discussing support for affected students with the University.</p> <p>SJ updated the officer team on plans for an away day and team building session with SMT in November.</p> <p>The WCO updated the officer team on a recent protest held on campus by the Social Students Society.</p>	<p>SJ</p> <p>Noted</p> <p>Noted</p> <p>SJ</p> <p>Noted</p>

The meeting closed at 12:10.

Signed

Date