

# FULL TIME OFFICER GROUP MINUTES

10:00am, Mandela Room

## Present

Josh Dooler, Sports Officer Elect **(SO)**  
 Millie Gibbins, Welfare & Community Officer **(WCO)**  
 Ryan Ginger, Activities and Employability Officer **(AEO) (Chair)**  
 Joanne Park, International Officer **(IO)** (arrived at 10:15am)  
 Tobiloba Adeyemi, Postgraduate Officer **(PGO)**  
 Amanda Sefton, Education Officer **(EO)**

## Also in Attendance

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

## Apologies

Joshua Williams, President **(JW)**

The Chair opened the meeting at 10:00

No	ITEM FOR DISCUSSION	Notes	ACTION
1	Minutes from 20.01.19	<p>The minutes from the last meeting held on 20<sup>th</sup> January were approved as an accurate record of the meeting.</p> <p>The EO noted a minor amendment. SJ to update.</p>	<p><b>Noted</b></p> <p><b>SJ</b></p>
2	AOB	<p>The AEO noted a request from Burn FM for an officer interview the following evening.</p> <p>The Officer team discussed their availability. The AEO noted that no officers were available for an interview.</p> <p>The EO noted that the Guild would be hosting NUS Convention in March 2020.</p> <p>The PGO noted plans for the Guild to host a national Black Voices conference. JT to look at staff capacity.</p> <p>The WCO noted that the Reclaim the Night march was planned for the 18<sup>th</sup> March, with a route around campus and through Selly Oak. The SO suggested incorporating sports night on the same evening.</p> <p>The IO arrived at 10:15.</p> <p>The AEO updated the Officer Team on progress with the Democracy review. The AEO noted that the student consultation had received a high number of responses with very constructive and useful feedback. The responses will now be published for final input before the referendum.</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> <p><b>Noted</b></p> <p><b>Noted</b></p>

		JT noted that the quoracy for the referendum would be circa 2000 students.	<b>Noted</b>
<b>3</b>	<b>NSS Position</b>	No Items noted.	<b>Noted</b>
<b>4</b>	<b>PGTA Trade Union Activity</b>	<p>The PGO noted that they had received a proposal for host a series of sessions for PGTA's to feedback on the impact on the recent strike action on their studies and research.</p> <p>The Officer team discussed the proposal and the potential for upcoming strike action.</p> <p>The EO noted the value of receiving additional feedback on strike action. The IO suggested hosting the event in a Guild room.</p> <p>The AEO an EO suggested putting together a series of FAQ's for students about campus strike action. The Officer agreed to complete the FAQ's for circulation the following day.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>All</b></p>
<b>5</b>	<b>Strike Money</b>	<p>The EO noted that the remaining strike funds had been discussed in the UEB/Guild meeting.</p> <p>The AEO noted a programme at York University to subsidise the costs of graduation ceremonies for students affected by strike action.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
<b>6</b>	<b>Academic Registrar Leaving</b>	<p>JT noted that the academic registrar's leaving event was the coming Friday. The Guild had presented the Academic Registrar with honorary life membership of the Guild.</p> <p>The Officer team discussed items to raise with the interim academic registrar.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
<b>7</b>	<b>Elliott Road Accommodation</b>	<p>The WCO noted a recent meeting with a company planning a new student housing development in Selly Oak, on the former site of Sainsbury's supermarket. The WCO noted that the development was planned to have circa 2,000 bed rooms.</p> <p>The WCO noted that several local community groups had expressed concerns about the development and its impact on the local area.</p> <p>The IO noted that increased housing in Selly Oak may reduce pressures in the housing market and lead to lower rent levels.</p> <p>The EO noted that the development was likely to operate on a dynamic pricing structure, with rooms charged at different rates depending on when contracts were signed.</p> <p>The WCO noted that the University had not had very much contact with the developers so far.</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>

		<p>The WCO noted that the company was seeking the support of the Guild for the new development.</p> <p>JT suggested taking a neutral position on the scheme while the project progressed.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
<b>8</b>	<b>Code of Conduct</b>	<p>The WCO noted that the terms of reference for the Student Code of Conduct working group had been finalised.</p> <p>The Officer team agreed that the WCO, President and EO would attend the working group.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
<b>9</b>	<b>GPDG</b>	<p>The Officer team discussed the recent GPDG cycle and shared out mandates for newly approved policies.</p> <p>The SO noted that 'climate emergency' policy had now been approved by GPDG and Ethical and Environmental Committee. The SO noted plans to publish the declaration in Go Green Week, with a more complete programme of events ready to promote.</p> <p>The EO suggested raising the climate emergency motion at the next UEB/Guild meeting.</p> <p>The AEO suggested discussing the policy at the next FTOG meeting. SJ to include on agenda.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>SJ</b></p>
<b>10</b>	<b>European Network Universities</b>	<p>The IO noted that the University was participating in a new scheme launched by the European Commission to create a network of seven European universities.</p> <p>The IO noted that the University was open to student representation on the scheme and the initial focus would be on collaboration around student welfare across universities.</p> <p>The IO noted that the outcome of the bid would be published in February.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
<b>11</b>	<b>Diaries</b>	<p><b>President</b> – Leave, Candidate training, T&amp;L building opening, Guild Compact meeting, University Relationships, Welcome Committee, Office Hours, Academic Registrar leaving, catch-up Exec Assistant.</p> <p><b>EO</b> – Student Voice Team meeting, UEB, MyJob Project Board, Bookers Trip, Elections 'Meet your Officers', Speak Week, FTOG, Team 10, DPVC Equalities meeting, Guild Tech meeting, Meeting with Emma Robinson, campaigns catch-up, rep awards meeting, 1:1 CEO, Good Campus Relations, BAME attainment gap T&amp;F group, University Relationships, catch-up Student Voice Manager, A&amp;R committee, Policy Update meeting, Academic Registrar leaving.</p> <p><b>SO</b> – UBS briefing meeting, UEB, Elections 'Meet your officers', Budget Review Group, Club development catch-up, Emma</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>

		<p>Robinson meeting, Commonwealth Games workshop, E&amp;E committee, UB sport meeting, UB Sport quiz.</p> <p><b>IO</b> – UEB, University Council briefing, Elections 'Meet your officers', FTOG, Team 10, DPVC Equalities meeting, Effectiveness review of University Council, Global Café, Meeting with Emma Robinson, University Council Dinner, University Council, University Relationships, Community Safety Campaign, Audit &amp; Risk Committee, SAE team meeting.</p> <p><b>PGO</b> – UEB, Campaigns Catch-up, Elections 'Meet your officers', FTOG, Team 10, PG Events and Engagement Catch-Up, Meeting with Emma Robinson, LinkedIn Learning meeting, Shortlisting, University Relationships, Academic Affairs monthly catch-up, PG Team meeting, PG film screening.</p> <p><b>AEO</b> – Weekly Incidents Review, UEB, Shortlisting, Guild Awards planning, Democracy sub-group meeting, Elections 'Meet your officers', JSV team meeting, FTOG, UoBE Festival Steering Group, Student Hub T&amp;F group, Annual Survey, Careers network meeting, UoBE meeting, E&amp;E committee, Deb Hall Room Review, Guild/HAS meeting, A/L.</p> <p><b>WCO</b> – 1:1 Student Services, UEB, appeal hearing, Elections 'Meet your officers', FTOG, Team 10, DPVC Equalities meeting, Emma Robinson Meeting, Shortlisting, CEO/WCO 1:1, Shortlisting, CAL Assurance and Approval Committee, Mentors meeting, 1:1 Community Wardens Manager, Student Services Catch-Up, Community Safety Campaign meeting, campus and community safety group, wellbeing managers team meeting, accommodation services catch-up, Housing meeting, Catch –Up Accommodation.</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>
12	<b>Manifesto Updates &amp; Priority Campaigns.</b>	<p>The PGO noted that the PG skills acquisition programme had been finalised and would be promoted from next week.</p> <p>The PGO noted that meetings were ongoing to look at opportunities for additional PG study space on campus.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
13	<b>Guild Engagement/ Social Media</b>	<p>The Officer team noted the following items for Guild promotion:</p> <ul style="list-style-type: none"> <li>• Guild Elections Nominations</li> </ul>	<b>Noted</b>
14	<b>School/College/ Dubai Update</b>	The EO noted delays in arranging meetings between officers and student reps in relation to committee meetings. Officers to reply to EO by Friday 31 <sup>st</sup> January.	<b>All</b>
15	<b>Part Time Officer Buddies</b>	The SO noted that the DSO was working with UB Sport to arrange an inclusive sports festival on the 14 <sup>th</sup> March.	<b>Noted</b>
16	<b>Officer Training &amp; Development</b>	No items noted.	<b>Noted</b>

The meeting closed at 11:30.

Signed .....

Date .....

DRAFT