

**Present**

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

**Also in Attendance**

Jo Thomas, Chief Executive (**JT**)  
Scott Dawson, Voice & Representation Manager (**SD**)  
Amber Challinor, HR Coordinator (**AC**) (note taker)

**Apologies**

Cat Hardiman, Sports Officer (**SO**)

The Chair welcomed everyone and the meeting started at 12:00.

No	Item for Discussion	Notes	Action
1	<b>Minutes of the Previous meeting (13.05.24 and 20.05.24)</b>	<p>The Chair presented the minutes of the previous two meetings, dated the 13<sup>th</sup> May 2024 and the 20<sup>th</sup> May 2024, for the Officer Team's approval.</p> <p>The Officer Team approved both sets of minutes as an accurate record of the meeting.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
2	<b>APP Student Submission</b>	<p>The EO explained the paper they had written as a summary of the engagement with the university APP process over the previous months.</p> <p>The EO noted that the paper was for approval by the Officer Team and asked for questions or comments.</p> <p>JT noted a small correction on page 4 for the EO to amend.</p> <p>The EO asked the Officer Team if the paper should be sent to the university first before sending it to OFS.</p> <p>The Officer Team agreed that the EO would send the paper to the university.</p> <p>The Officer team approved the paper.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>EO</b></p> <p><b>Noted</b></p> <p><b>EO</b></p> <p><b>Approved</b></p>
	<b>Senate Rep Allocation Changes</b>	<p>SD noted that there were 6 spaces on the university Senate and noted that there was a proposal to safeguard 1 of the 2 undergraduate spaces for a woman or non-binary person.</p>	<p><b>Noted</b></p>

		SD noted that this was proposed due to a lack of diversity within the senate.  The WCO noted that they should consider safeguarding spaces for other underrepresented groups as well.  The Officer Team approved the proposal.	<b>Noted</b>  <b>Noted</b>  <b>Approved</b>
	<b>Old Joe Trip</b>	The AEO joined the meeting.  The AEO asked the Officer team if they would like to go up Old Joe (the clocktower), the Officer Team confirmed that they would.  It was noted that the President needed to email the University to request permission for this trip.  The President to email regarding this.	<b>Noted</b>  <b>Noted</b>  <b>Noted</b>  <b>President</b>
	<b>Mental Health First Aid Training</b>	The AEO noted that it would be beneficial for the Officer Team to complete Mental Health First Aid (MHFA) training.  The Officer Team discussed this item and agreed that some training may be beneficial, but only if it is within the scope of the Officer role.  JT noted that they would take this item to Student Voice and the People and Admin manager to discuss if the content of the MHFA training would be appropriate and relevant for the Officer Team	<b>Noted</b>  <b>Noted</b>  <b>JT</b>
	<b>Joined Up Conversations</b>	JT noted that JUC was in 2 weeks and asked the Officer Team to consider agenda items.	<b>Officer Team</b>
	<b>General Election</b>	The President joined the meeting.  The Officer Team discussed the upcoming General Election and the communications that the Guild should put out in advance of it.  The Officer Team agreed to advise students to register to vote at both their term-time and home address.	<b>Noted</b>  <b>Noted</b>  <b>Noted</b>
	<b>Callout for VC 121 items</b>	The President noted that they would email the VC to enquire about UOB hosting the national debate.	<b>Noted</b>
<b>2</b>	<b>Officer Diaries</b>	The Officer Team discussed their key meetings for the week ahead:  <b>EO</b> – GOG, Rep awards briefing speech, Annual leave  <b>WCO</b> – EDI committee, Campus and Community Safety Group, Meeting with Emma Robinson and John Elsmore regarding harm reduction.  <b>IO</b> – EDI committee, planning for Language Picnic, GOG	<b>Noted</b>  <b>Noted</b>  <b>Noted</b>

		<p><b>PGO</b> – PG mental health and wellbeing group, GOG, Wonkhe catch-up</p> <p><b>AEO</b> – Filming Gradball content, Scrutiny panel reports, creating handover document</p> <p><b>President</b> – Hosting SOAS AGM, GOG, Meeting with I-SoC</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
3	<b>Officer Projects</b>	<p>The President noted the upcoming Activist Conference that is being held at the Guild.</p> <p>The IO noted their Summer Party.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
4	<b>Schools/Colleges/Dubai Update</b>	The IO noted that the President of the Dubai Students' Union would be visiting campus next week.	<b>Noted</b>
5	<b>Part-Time Officers</b>	The Chair noted that the Officer Team would be attending GOG this week.	<b>Noted</b>
6	<b>AOB</b>	Nothing to discuss.	<b>Noted</b>

The meeting finished at 13:00