

FULL TIME OFFICER GROUP MINUTES

Present

Reece Patrick Roberts, President (**President**)
Adam Goldstone, Education Officer (**EO**)
Izzy Bygrave, Welfare and Community Officer (**WCO**)
Jessica Small, Postgraduate Officer (**PGO**)
Joanne Park, International Officer (**IO**)
Robyn Macpherson, Activities and Employability Officer (**AEO**) (from agenda item 4 onwards)
Simon Price, Sports Officer (**SO**)

In Attendance

Emily Badger, Director of Operations (**EB**)
Elliott Packham, Executive Assistant (minute taker) (**EP**)

The Chair opened the meeting at 12:05

No	ITEM FOR DISCUSSION	Notes	ACTION
1	Minutes from 23rd July 2018	The minutes from the last meeting held on 23 rd July 2018 were approved as an accurate record of the meeting.	Approved
2	Matters arising	All Officers are to contact their Part Time Officer Buddies.	All
3	Diaries	<p>President – Chair training, Recruitment Training, Welcome Week meeting, Not On meeting, Democracy/Elections meeting, Student E&D catch up, University Relationships and Conflict Training,</p> <p>WCO – Chair training, Recruitment Training, Conflict Training and NUS Lead and Change</p> <p>AEO – Chair training, Recruitment Training, Not On meeting, Conflict Training, Director of Engagement meetings, Hall Reps and Groups meeting, RA Assistant interviews, Street Kitchen meeting and JSV induction.</p> <p>PGO – Chair training, Recruitment Training, University Relationships, Conflict Training, College and Senate Reps meeting, PGMSA meeting and PG Marketing meeting.</p> <p>SO – Chair training, Recruitment Training, Conflict Training, WUSUC Volunteering and Active Questionnaire, UBSport events meeting, Welcome Week meeting, Xplosion meeting and Club Development Team meeting.</p> <p>EO – C&M Manager meeting, Access and Participation meeting, HR Coordinator Interviews, College and Senate Reps meeting, Digital catch up and annual leave.</p> <p>IO – Chair training, Recruitment Training, Conflict Training and NUS Lead and Change.</p>	Noted
4	Mandate Update	The President noted the possibility of Birmingham and Nottingham lobbying their institutions regarding course fees.	Noted
5	Student Support Week	The WCO noted that Student Support Week is being planned for week 1 of term 1. Officers discussed the Student Support Week.	Noted
6	UBSport and Xplosion	The SO noted that funding was not available for this year's Xplosion event. The SO further noted that they wanted funding to be made available and £6k was required.	Noted

		The SO noted that UBSport are seeking sponsorship and will provide a further update at the next meeting.	SO
7	Manifesto Update	There were no manifesto updates provided.	Noted
8	Guild Engagement/ Social Media	The IO noted that they are having Facebook issues. The EO raised a discussion regarding whether the Officers Facebook profiles should take the form of a page or person. EB is to ask C&M to look into this and meet with the Officers once research is carried out.	Noted EB
9	School/College Update	There were no School or Colleges updates.	Noted
10	Part Time Officer Buddies	The WCO noted that the ARAFO is working with them on hate crime. The President noted that the LGBTQOs and TO want to lobby the University regarding neutral toilets. The EO noted that they are hoping to receive a map of current neutral toilets from the University soon.	Noted Noted
11	Officer Training and Development	Officers noted that they will discuss NUS Lead and Change in this item next week.	Noted
12	AOB	The AEO noted that tasting is taking place for an updated Joe's Bar menu and Officers discussed new food ideas. The PGO noted that UCU and Unison would like to invite the Officers to attend a meeting, Officers agreed to attend. The PGO noted that they are attending a meeting with UCU regarding a strike ballot. The PGO noted that Unison have requested a free stall at Fresher's Fair. Officers discussed this and noted the possibility of Unison attending Support Week.	Noted Noted Noted Noted

The meeting closed at 13:15.

Signed

Date