

**Present**

Acacia Matthews, Guild President (**President**) (**Chair**)  
 Isobel Lawson, Activities & Employability Officer (**AEO**)  
 Tinajie (Alice) Liu, International Officer (**IO**)  
 Reeve Isaacs-Smith, Welfare & Community Officer (**WCO**)

**Also in Attendance**

Emily Badger, Director of Operations (**EB**)  
 Sam Jones, Executive Assistant (**SJ**)

**Apologies**

Florence Craddock, Sports Officer (**SO**)  
 Vanessa Chigarro, Education Officer (**EO**)  
 Benjamin Lockley, Postgraduate Officer (**PGO**)

No	Item for Discussion	Notes	Action
1	<b>Minutes from 22.08.2022</b>	<p>The Chair presented the previous minutes, dated the 22nd August 2022, for the Officer Team's approval</p> <p>The Officer Team approved the minutes as an accurate record of the meeting.</p>	<p><b>Noted</b></p> <p><b>Approved</b></p>
2	<b>One City Meeting Follow-Up</b>	<p>The President updated the Officer Team on recent discussions with the Birmingham 'One City' network in relation to the national cost of living crisis and the resulting financial pressures for students in the city.</p> <p>The President presented a draft open letter to National Express in relation to public transport prices in the city. The Officer team and EB discussed the tone of the letter.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
3	<b>Deborah Longworth Meeting</b>	The President updated the Officer Team on arrangements for a series of annual meetings with the University's Pro-Vice Chancellor for Education.	
4	<b>Language Cafe</b>	<p>The IO updated the Officer team on plans for a new Guild Language Café event, running monthly from October 2022 onwards. The IO noted their target for 200 international students to attend the event in the Guild, including representatives from Guild international societies and incoming international students.</p> <p>The Officer Team discussed arrangements for the event and plans for promotion. The President noted that larger number of students attending the first event may be ambitious. EB suggested discussing the plans and support with the Library services team</p>	<b>Noted</b>

		who previously delivered Language Café events during UoBE Festival 2022.	<b>Noted</b>
7	<b>Officer Key Meetings</b>	<p><b>President</b> – UJS Training, Pan-Birmingham Female Students Safety Forum, SafeZone conference, PCV Education 1:1.</p> <p><b>IO</b> – University Misconduct Hearing, Student Communications Steering Group, Languages for All project meeting, Language Café meeting, PVC Education meeting.</p> <p><b>PGO</b> – n/a.</p> <p><b>SO</b> – n/a.</p> <p><b>EO</b> – n/a.</p> <p><b>AEO</b> – Advertising for Freshers planning, Silent Disco tickets promo video, MDS college planning, President/AEO 1:1, NUS Cost of Living campaign meeting, MDX, Clothing Swap catch-up, Student Groups.</p> <p><b>WCO</b> – UJS Training, Cost of Living crisis meeting, Pan-Birmingham Female Students Safety Forum, SafeZone Conference, Community Welfare meeting, President/WCO 1:1.</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>
8	<b>Remits / Projects</b>	The WCO updated the office team on progress on the Community Pantry project, which would host a foodbank in the Guild building.	<b>Noted</b>
9	<b>Schools/Colleges/ Dubai Update</b>	The IO noted that the UoB Dubai Student Association elections were planned for early in new academic year.	<b>Noted</b>
10	<b>Guild Communications &amp; Social Media</b>	<p>The Officer Team noted the following items for promotion via the Guild's Social Media channels:</p> <ul style="list-style-type: none"> <li>• Welcome Week ticket sales.</li> <li>• Silent Disco sales.</li> <li>• Instagram Stories</li> </ul> <p>The President asked if the Guild's Communications Calendar could be circulated. LS to circulate.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>LS</b></p>
11	<b>Part Time Officers</b>	No Items Noted.	<b>Noted</b>
12	<b>AOB (Any Other Business)</b>	<p>SJ to arrange a meeting for the Officer Team to discuss the Guild's Communications Calendar.</p> <p>The Officer Team discussed the current UCU balloting for strike action. SJ to arrange a meeting for the Officer Team and the Student Voice manager.</p> <p>The President updated the Officer Team on a recent video filming for the refreshed University consent course for students, which was now expected to be ready for launch by Welcome Week.</p>	<p><b>SJ</b></p> <p><b>SJ</b></p> <p><b>Noted</b></p>

		<p>The IO and WCO discussed availability for re-used homeware for international student arrivals in September. The WCO noted ambitions for a long-term project for the Guild to host 2<sup>nd</sup> hand materials for students. The WCO agreed to circulate draft guides for students on saving money ahead of welcome week.</p> <p>EB updated the Officer Team on plans for the University's upcoming open day for Saturday 10<sup>th</sup> September, including opportunities for a presentation about the Guild.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
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