

**Committee Name: Guild Officer Group**
**Date & Time: 10<sup>th</sup> November 2023, 11-12**
**Present:**

In attendance	Apologies	Absent without apologies
<p>Amira Campbell – Guild President (Chair)            Harry Brooks – A&amp;E Officer            Joe Hill – Education Officer            Tianjie Liu (Alice) - International Officer            Cat Hardiman - Sports Officer</p> <p>Trinity Barson - LGBTQ+ Students' Officer            Aoife O'Driscoll-Paton - Disabled Students; Officer            Robin Hayward - Trans and Non Binary Officer</p> <p>Also in attendance:            Jane Baston, Senior Voice Coordinator and GOG Secretary            Scott Dawson, Voice and Representation Manager            Emily Badger, Director of Operations (CEO Nominee)            James Lindsay, Director of Community and Representation</p>	<p>Jo Thomas, Chief Executive Officer (or nominee)</p> <p>Dean Turner - Welfare and Community Officer</p> <p>Ismael Rodriguez Foronda - Ethical and Environmental Officer</p> <p>Chetna Rajendra Khandare - Campaigns Officer</p> <p>Safina Amira - Women's Officer</p>	<p>Ben Lockley - Postgraduate Officer</p> <p>Semmer Preet Singh- Ethnic Minority Students' Officer</p>

	Item for discussion	Questions/Comments/Voting Decision From Discussion	Action
1	Welcome	AC welcomed everyone to the meeting.	

2	Minutes from the last meeting	<p>Minutes from last meeting approved.</p> <p>AC - Connecting buddies has been done – next step is setting up buddy meetings, give JB an update via email.</p> <p>AC - Presentation on Dubai will need to happen at the next GOG.</p>	<p><b>All to update JB on connecting with their buddy.</b></p>
3	Officer Projects	<p><b>Standing Item for updates from Officers on projects they're working on.</b></p> <p>TL - ongoing projects include "Talk to Alice". Having the next language cafe in Dec. Nov language cafe will be a movie night. Also having regular meeting with IST and looking at right to work as well as looking at visa processes with registry.</p> <p>TL - Also been talking to Dubai student leaders and supported their first student forum a few weeks ago.</p> <p>JH - Finished Rep recruitment with over 1000 reps signed up so far. SRSAB. Talking to the University about timetabling and improving that to stop changes after they've been released. Attending Uni quality committee with Ben looking at Awarding Gaps and Student Voice in particularly.</p> <p>TL - Supported the Year Abroad stall in Reception to share their opportunities.</p> <p>AOD - Working with Joe and Adam on looking at how disabled students fit into APP. Working on a campaign on where disabled students fit and how policies impact them. Had the first Disabled Student Contribution meeting about physical accessibility and careers network.</p> <p>AOD - next meeting is on digital accessibility and anyone who is interested is welcome to attend.</p> <p>RH - Trans Meet has started happening again with the first one last Saturday and was well attended. Planning to run forums as well.</p> <p>RH - TDoR vigil is coming up and has been advertised. Also working on gender neutral</p>	

	<p>toilets in the Guild and have submitted the Idea through the Democratic System.</p> <p>RH - Has been contacted by Lee about gender neutral toilets as part of the Reception Refresh Project.</p> <p>HB - Also part of the Reception Refresh Project and pushing for gender neutral toilets as part of that.</p> <p>HB - Working with Cat on a mid-year societies and sports fair potentially combined with a GIAG fair.</p> <p>HB - Working to get access for Sports and Society Exec for FAB.</p> <p>AC - Continuing to work on getting a black hairdressers at the guild. Doing a presentation to UEB next week on the cost of living with other Officers.</p> <p>AC - Trade Unions fair is happening next week and the Students at Work survey is also getting a good response rate.</p> <p>RH - Has also been working with AC and BL on a statement in support of trans students on campus in connection with a campaign that Sheffield SU are running.</p> <p>CH - Hazaar have a similarly named campaign which is focused on a different topic.</p> <p>TB - Ran a Halloween Social a few weeks ago. Also looking at running something for trans awareness week with IFA.</p> <p>TB - Also working on a fundraiser for World AIDS day.</p> <p>CH – Working on Go Green Week and running an active wear swap shop where you can swap clothing.</p> <p>CH - Sport Access Fund meets today to decide the funding. Also presenting to UEB next week and hoping to use data from the Sports Fund as part of the presentation.</p>	
--	--	--

		<p>CH - Ongoing work on access to Sports Clubs and improving that. Bringing together the information before bringing it to UoB.</p> <p>JH - Access to Sport was mentioned in Senate as part of the NSS feedback.</p>	
4	Comms	<p><b>Standing Item for communication updates.</b></p> <p>JB - Spoke to Comms about social media training. Will be taking place on the 22nd Nov at 12 or 1pm.</p> <p>JH - Have done a video on Scrutiny Panel to help promote it and encourage people to observe.</p> <p>AC - Comms Plan has been revised to look at how we ensure we don't have too much going out at once.</p> <p>EB - We have a lot of things to communicate throughout the year so we're reviewing how we do that.</p> <p>EB - Creating space for Officers within that is a priority while making sure we manage that.</p> <p>EB - Part of improving planning so that we know what's going on ahead of time. Officers have probably noticed changes to the comms we do.</p> <p>HB - Graphics being created look really good and are engaging.</p> <p>TL - One post got 40 likes in less than an hour. The graphics work really well.</p> <p>EB - Engagement with Officer channels is really good and will be reported up to Engagement Committee.</p> <p>AC - Are PTOs aware of or have used the Marketing Request Process?</p> <p>JB - It has been shared with PTOs at the start of the year.</p> <p>EB - Officers should reach out for support with comms and we'll be happy to support.</p>	

5	Scrutiny Panel Reminder	<p>SD - A reminder that the first Scrutiny Panel sessions are coming up. You have 3 Panels per year. 5 students will scrutinise the work that you've been doing.</p> <p>SD - These are supposed to be supportive spaces where they give feedback and highlight good work that you've all been doing.</p> <p>SD - You will have had information from us about the deadline. You need to submit your Reports by the 15th Nov. The Report template outlines what you need to cover.</p> <p>SD - If you've been facing challenges within the work that you've been doing you don't need to share these in detail.</p> <p>SD - JB and I will check through your Reports before we publish them online to check for confidentiality.</p> <p>SD - We will then publish your Reports on the website the following Monday. Students will then have a week to submit questions and we'll collate them.</p> <p>SD - Scrutiny Panel will then consider what they want to ask based on those questions and their reading of your Reports.</p> <p>SD - As the system has changed accountability is now through Scrutiny Panel. Students can attend to observe Panel meetings. They can't ask questions or participate at the meeting though.</p> <p>SD - There will also be a member of Core Staff at Scrutiny Panel to provide support to the Panel and Officers.</p> <p>SD - We've put in a briefing for all of you and you can contact myself or JB if you have any questions or concerns. We'll highlight likely themes that you might be asked about by the Panel.</p> <p>SD - We will publish the minutes of the meeting and the Scrutiny Panel Report in the last week of term.</p>	<p><b>JB/SD to organise a social session with Scrutiny Panel.</b></p>
---	-------------------------	--	---

	<p>SD - Everyone should have their panel sessions booked in. If you can't make it, let me and JB know.</p> <p>JB - Please make sure you send your reports to the Student Voice inbox.</p> <p>AC - Are they in person or online?</p> <p>SD - They'll be online as anyone can attend.</p> <p>JH - How are they being promoted?</p> <p>JB - They're up on the website as day long events and we'll list the slots that you're attending.</p> <p>JH - Will questions be up on the website and will we be able to see them?</p> <p>SD - We have to publish them on the website so you won't be able to see that unless we do that. We'll collate them and send them to the Panel who will decide what they want to ask.</p> <p>AOD - What do we put in the section about previous actions?</p> <p>JB - You don't need to fill out every section of the reports. It's there to provide you with a structure to fill out and some of it won't be relevant. For example, most of you won't have had any Policy or Ideas allocated to you so that section will probably be empty.</p> <p>RH - From experience there are parts that aren't always relevant for PTOs to fill out.</p> <p>JB - During their training we went through the differences in PTO and FTO roles with the Scrutiny Panel so they are aware of the difference in the roles.</p> <p>SD - If you would like to do a video recording instead of a report and we can work through that with you.</p> <p>SD - Last year we offered a social space for Scrutiny Panel and Officers and were keen to do that again if that's something that everyone would be interested in.</p> <p>Agreement in organising a social space.</p>	
--	--	--

		SD - We're also looking to circulate the timeline for Scrutiny Panel in Semester 2 before the break.	
6	UCU Referendum	<p>JB – The UCU Referendum took place last week. We had around 500 students vote, with quoracy being over 2000, and a general indication from those who voted towards supporting.</p> <p>JB – UCU have also had the results of their industrial action ballot. They had a 42% turnout which means that they no longer have a mandate for strike action or action short of strike.</p> <p>JB - The earliest that we would expect future strike action would be after the Winter Break as UCU will have to reballot.</p> <p>JB – The Trade Union Belief and Commitment is still active.</p> <p>SD - As the referendum didn't reach quoracy there is no expected action.</p> <p>HB - Happy to do nothing for the moment.</p> <p>JH - Low turnout shows that there's probably some apathy from students on campus.</p> <p>AC - In agreement. We can see that there is still general support and we have the belief and commitment.</p> <p>AC - We can consider another referendum after the Winter Break if we feel that we need to do so.</p>	
7	AOB	<p><b>GOG Meeting Dates for next Semester – JB</b></p> <p>JB - We need to think about dates for the next Semester GOG meetings.</p> <p>JB – This Semester we decided the dates prior to the start of the Semester and sent them out to everyone.</p> <p>JB – Would we be happy with that approach for the next Semester?</p>	<p><b>JB to arrange GOG meetings for Semester 2.</b></p> <p><b>JB to add Democratic System Feedback to the next GOG Agenda.</b></p>

	<p>Agreement on this approach for Semester 2.</p> <p><b>Democratic Review Survey – JL</b></p> <p>JL - Emailed PTOs about the democracy survey yesterday - both Officer and student emails. It could define the Guild representational channels so we would appreciate your support in promoting it.</p> <p>SD - If you're able to encourage people to up-vote ideas within the Democratic System that would be appreciated. We'd like to get some Ideas through to the ASV.</p> <p>SD - We recognise that it's a new Democratic Process but would value GOG's feedback on the system and how it's working.</p> <p>AOD - Would it come under Comms support? There seems to be a lack of awareness about the system in the student population.</p> <p>RH - When sharing it around it felt like we had to point people to exactly what they needed to do.</p> <p>JH - It feels like a couple of clicks too many to get to the up-vote page which might be impacting engagement.</p> <p>SD - Really useful feedback. We've been considering how we can promote it. There have been discussions with Comms and we've had to focus on the referendum for a while.</p> <p>HB - We should consider if Ideas should be up for longer in up-voting or down-voting.</p> <p>RH - Some people have struggled to get enough up-votes.</p> <p>SD - Really interesting to see how it can be promoted among networks that people already hold.</p> <p>SD - We can have some time for feedback at the new GOG meeting.</p> <p>AC - Working with a trans student to write a statement on supporting and standing in solidarity with trans students on campus.</p>	<p><b>AC to share the statement on solidarity with Trans students.</b></p>
--	--	--



		<p>AC - Have we shared the draft?</p> <p>RH - Has been shared with people who were involved. It's very similar to the RGSU statement.</p> <p>AC - We can share it with everyone to make sure that everyone has seen it. If you disagree with anything in the statement please reply to the email.</p>	
--	--	---	--

**The Chair closed the meeting at: 12:05**

**Date of next meeting: 7<sup>th</sup> December 2-3pm**