

**Present:** George Hughes (Chair), Jack Mably (President), Daisy Lindlar (Representation and Resources Officer), Ross Strong (Welfare Officer), Izzy Lenga (Education Officer), Ben Chapman (Activities and Development Officer), Roberto Sorrentino (Housing and Community Officer), Remy Claustres (Sports Officer), Alex Binnie (Women's Officer), Lewis Addlington-Lee (Community Action Officer), Rose Bennett (Postgraduate Students' Officer) Abdul Shittu (International Students' Officer), Ellie Keiller (Satellite Sites Officer) Brandon Hattiloney (Representation and Resources Officer-Elect), Chris Wilkinson (Education Officer-Elect), Nicky Woods (Ethical and Environmental Officer-Elect)

**In attendance:** Richard Brooks (Vice-President Union Development, NUS) Oli Killeen (Minute Taker)

**Apologies:** Natalie Cox (Activities and Development Officer-Elect)

ITEM	DISCUSSION	ACTION
1. <b>Welcome</b>	<p>The Chair welcomed everyone to the meeting and presented the agenda.</p> <p>It was also noted that Richard Brooks, the Vice President (Union Development) at the NUS was also present. He was also welcomed to the meeting.</p>	<b>Noted</b>
2. <b>President Vlog &amp; Questions</b>	<p>President's Vlog was played.</p> <p><b>Q:</b> How was it decided that the Guild of Students would campaign to remain in the European Union?  <b>A:</b> Policy was passed in Guild Council last year which mandated the Guild to campaign to remain a member of the EU.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
3. <b>ADO Vlog &amp; Questions</b>	<p>Activities &amp; Development Officer's Vlog was played.</p> <p><b>Q:</b> it was noted that there was a mention in the vlog about providing help to Group Executives, what exactly was meant by this?  <b>A:</b> It was noted that the wording on this policy didn't express well what was meant by this. It was clarified that the policy would cover reducing the amount of admin that needed to be carried out by group executives and supporting them to carry out their roles effectively.</p> <p><b>Q:</b> How many students are currently members of Guild Groups and Societies?  <b>A:</b> There are currently 9, 623 members of Guild Groups and societies. This is a new record for the Guild.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
4. <b>EO Vlog &amp; Questions</b>	<p>Education Officer's Vlog was played.</p> <p><b>Q:</b> The Amos Room had been booked as a revision space but during the exam period, there have been a number of times recently where it has not been opened in the morning, what is being done about this?</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Officers to</b></p>

	<p><b>A:</b> Apologies if anyone has been affected by this, the Amos Room has been booked for the whole of the exam period for use as a revision space. It may be that the need to open the room has not been communicated to staff. This issue will be looked into.</p> <p><b>Q:</b> What are the provisions for library access over the Summer period, when the old library will be being closed and books are transferred?  <b>A:</b> Library services have increased the amount of books that can be taken out in 1 loan to 30 books. There will also be a twice daily book fetching service. Clarification of this was sent out in the latest Student Representative newsletter and library services have started to disseminate it more. The same provisions will exist for all libraries on the main campus. The main library will be closing on the 5<sup>th</sup> June</p> <p><b>Q:</b> What provisions will be put in place for disabled students, who may not be able to carry large amounts of books with them to and from campus?  <b>A:</b> Some larger reference books can be placed in rooms across campus; these books have to be requested in advance.</p> <p><b>Q:</b> Would it be possible to have study spaces in the Guild over the Summer period as the library will not be available?  <b>A:</b> This is an option that could be looked into, it was clarified that the Guild closes at 5pm out of term time. It was clarified that library services will be a priority for the new Education Officer and Officer Team.</p> <p><b>Q:</b> What feedback does the EO have from the Universitas 21 Conference that was attended over the Easter Break?  <b>A:</b> We learned a lot about different university representative structures that exist. Student Groups were managed by the University rather than the Guild. And the representative structures were less about campaigning on student issues and more focussed on academics.</p> <p><b>Q:</b> Was there any student management of Representational or campaigning structures at universities in the USA?  <b>A:</b> No, all of this was managed by the university. Whilst there was student involvement, they had no management or oversight of the processes.</p> <p><b>Q:</b> Will the library's new loans extensions policy be available to all students  <b>A:</b> Yes, the library's new loans policy will be open to all students, whilst the books are being transferred. The different libraries on campus will have slightly different closing dates. The Law/Education library will close on the 3<sup>rd</sup> June and the Media Library will close on the 17<sup>th</sup> June.</p> <p><b>Q:</b> What will be happening to the smaller library spaces after</p>	<p><b>situation clarify with staff</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>IL to look at booking Guild Study Space over Summer</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>
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	<p>they have closed?  <b>A:</b> There are plans at the moment for the libraries to become extra student study space, some of which will be course specific.</p> <p><b>Q:</b> Will the library at the Selly Oak campus be effected by these changes?  <b>A:</b> No, the Selly Oak campus library is not affected by the changes on main campus</p> <p><b>Q:</b> How can 'fetching service' requests be made?  <b>A:</b> Requests for the library fetching service can be made online in the usual way. Library services will soon be putting together a step-by-step guide, which will be available shortly.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
<p><b>5. HCO Vlog &amp; Questions</b></p>	<p>Housing &amp; Community Officer's Vlog was played.</p> <p><b>Q:</b> Is there a list of 'dodgy' landlords that can be made available to students?  <b>A:</b> No, although there used to be one, there is not one currently available. I am working with Student Bricks (a property rating service) at the moment, and there will be an option on that to rate landlords as soon as it is up and running.</p> <p><b>Q:</b> Can more information be provided on the Open Air Cinema?  <b>A:</b> Planning for that event is currently underway. It is scheduled to take place on the 2<sup>nd</sup> June on the Guild back lawn.</p> <p><b>Q:</b> Will the event be fully accessible to those with disabilities?  <b>A:</b> Yes, plans for access are being considered when planning the event.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
<p><b>6. RRO Vlog &amp; Questions</b></p>	<p>Representation and Resources Vlog was played.</p> <p>In an update to the Vlog, DL mentioned the international student buddy scheme, has been agreed by the University who will fund the initiative, this will mean that a new member of staff will start work at the Guild to manage the scheme.</p> <p><b>Q:</b> Will the system for reporting sexual harassment on campus be anonymous?  <b>A:</b> There is an option to make the submissions anonymous, but doing so may make it more difficult to follow up and track. Where submissions are anonymised, there will be an option for email advice to be provided.</p> <p><b>Q:</b> Can more information be provided on the consent training that is planned?  <b>A:</b> Although the exact format of the training is still to be finalised, it is intended that the training will form part of the online induction that is completed during Welcome Week.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>

	<p><b>Q:</b> What action is being taken to ensure that this training does not come across as patronising to the student body?  <b>A:</b> This is an understandable concern that has been raised with the university. Input is been given by a number of sources to make sure the training is relevant to all students.</p> <p><b>Q:</b> Will the consent training be compulsory for all students to complete?  <b>A:</b> The training will be compulsory in as much as the Guild and the University will say it's compulsory. We will not be able to track completion rates.</p> <p><b>Q:</b> Can information be provided on how the reporting will work and who will answer all complaints?  <b>A:</b> The service will be manned by 3 fully trained advisers from Student Services. If the report is not anonymised there will be an option for the reporting person to meet with the adviser. If not, then email support can be provided. The precise make up of this will be led by the individual student.</p> <p><b>Q:</b> Will one of the advisers be from a BME background?  <b>A:</b> This is something that can be looked into</p> <p><b>Q:</b> Will the advisers be new members of staff or would they be existing members of staff with additional responsibilities?  <b>A:</b> That has not been decided yet, but will be largely dependent on the training of members of staff; of course the precise make-up of the team will need to be reflective of the wider university society.</p> <p><b>Q:</b> Who has been working on the consent training?  <b>A:</b> The consent training has been worked on the Sexual Harassment Working Group to make sure that it is relevant to all students, from all backgrounds.</p> <p><b>Q:</b> Will the ISA be able to feed into the buddy scheme that is being planned?  <b>A:</b> It was only established today that the university would fund the initiative, so the details are being worked out at this stage, but the understanding is that the service will run out of Guild Advice (formerly the ARC) as opposed to Student Groups, but that it may eventually branch out.</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> <p><b>Noted</b></p>
<p><b>7. SO Vlog &amp; Questions</b></p>	<p>Sports Officer's Vlog was played.</p> <p><b>Q:</b> Why does the university charge money for use of its sports fields and pitches?  <b>A:</b> UBSport uses the money that it raises from sports pitches to put back into funding its other sporting activities not charging may have an impact on the services it could provide.</p> <p><b>Q:</b> Are there any current plans to build more tennis courts on campus or refurbishing the existing ones?</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>

	<p><b>A:</b> There are long term plans in place to refurbish the whole of the sports pitch development at Bournbrook which is why the existing tennis courts have not been refurbished yet, as the redevelopment will involve changing the siting of all the existing pitches.</p> <p><b>Q:</b> Are there plans to put down a new running track?  <b>A:</b> There are plans to put down a new track and planning permission for this has been obtained. Work on this cannot start until endangered animals found there have been moved on.</p>	<b>Noted</b>
<p><b>8. WO Vlog &amp; Questions</b></p>	<p>Welfare Officer's Vlog was played.</p> <p><b>Q:</b> Can more funding be allocated to liberation history months to ensure that all liberation associations get the same level of funding?  <b>A:</b> There is currently one sum of funding available for all liberation history celebrations, this has been increased slightly but is not currently ring-fenced, although this is something that is being worked on. However additional funding can be accessed via the Campaigns Pot.</p> <p><b>Q:</b> Can more information be provided on the Campaigns Pot and how it is accessed?  <b>A:</b> The Campaigns pot is a sum of money set aside to support student-led campaigns and initiatives. Proposals for funding can be submitted to the Student Voice team via email.</p> <p><b>Q:</b> Can additional training be offered to liberation associations on access to additional funding?  <b>A:</b> This is something that can be looked into.</p> <p><b>Q:</b> Is the WO aware of the changes that have recently been made to claiming for extenuating circumstances if you have a long term medical condition?  <b>A:</b> Apologies if the way you had claimed for extenuating circumstances has changed. Although the precise details of the changes will need to be looked into, I think it was intended that extenuating circumstances for those with a long term medical condition is now being dealt with by the Reasonable Adjustments policy, and has not been communicated in the best possible way. Individual cases can be looked into – please email the details over.</p> <p><b>Q:</b> Can additional training be offered to the Guild Advice Advisers on disability benefits such as PIP?  <b>A:</b> In conjunction with the new Guild Advice manager, the services that are offered are currently under review. This includes areas for possible expansion. There may be limitations on what can be provided; a plan to look at the changing priorities is being looked into based on the information available and student demand.</p>	<p style="text-align: center; vertical-align: top;"><b>Noted</b></p> <p style="text-align: center; vertical-align: middle;"><b>Noted</b></p> <p style="text-align: center; vertical-align: middle;"><b>Noted</b></p> <p style="text-align: center; vertical-align: middle;"><b>Noted</b></p> <p style="text-align: center; vertical-align: bottom;"><b>Noted</b></p>

<p><b>9. Trustee Board Update</b></p>	<p>JM presented the Trustee Board Report.</p> <p>The Trustee Board is responsible for the organisation under Company Law – and has the role of ensuring that the Guild is and remains legally compliant, financially solvent and has oversight of the Guilds overall strategy.</p> <p>The Board is made up of Full-Time Officers, Student Trustees elected via a cross-campus ballot, external trustees and a representative from the university.</p> <p>The key things that the Trustee Board has approved this year are:</p> <ul style="list-style-type: none"> <li>• Approved the General Meeting at the start of the year, which put into practise the new democratic processes</li> <li>• Approved the appointment of apprentices in the HR and Finance departments</li> <li>• Approved the payment increase of student staff to £7.20 p. h. plus holiday pay</li> <li>• Approved the new Street Food venue which will running from September 2016</li> </ul>	<p><b>Noted</b></p>
<p><b>10. Your Ideas Update</b></p>	<p>Following the introduction of the new democratic model "Your Ideas" students have voted to pass the following ideas, which are now being acted upon by the Officer Team.</p> <p><b><u>Guild Development</u></b></p> <ul style="list-style-type: none"> <li>• <b>Milkshakes at the Guild</b> – A selection of milkshakes was introduced to Joe's Bar at the start of term 3. If they prove to be popular, the variety of flavours available may be expanded.</li> <li>• <b>Discounted shop on campus</b> – Spar has a contract to be in the Guild until 2019, so they will have to remain the main provider until then. However, we are looking at expanding the meal deal options available and bearing pricing in mind for the new food venue in the Guild too.</li> </ul> <p><b><u>Sports and Activities</u></b></p> <ul style="list-style-type: none"> <li>• <b>More live music at the Guild</b> – Work is currently being undertaken with venues to put on a Gig night regularly. We also working with Student Groups to ensure there is society support for this idea.</li> </ul> <p><b><u>Welfare and Community</u></b></p> <ul style="list-style-type: none"> <li>• <b>More Water Fountains on Campus</b> – Like the WiFi blackspot map, that went out to students earlier in the year, a similar interactive map that will allow students to say where they might like fountains to be placed, is being launched tomorrow. It will then be passed on to the university.</li> </ul>	<p><b>Noted</b></p>

	<p><b><u>NUS Motions</u></b></p> <ul style="list-style-type: none"> <li>• <b>NUS to Commemorate Holocaust Memorial Day –</b> This was voted on and passed successfully</li> <li>• <b>Campaign against Additional Fees in Higher Education –</b> This was deferred to the next meeting of the National Executive Council to be held on 1<sup>st</sup> June 2016</li> </ul>	
<p><b>11. Honorary Life Membership Awards</b></p>	<p>Honorary Life Memberships are awarded on an annual basis to individuals who have made a significant contribution to Guild life.</p> <p>Nominations were submitted via email and the successful nominees were all shortlisted.</p> <p>Honorary Life members are able to:</p> <ul style="list-style-type: none"> <li>• Attend General Meetings of the Guild</li> <li>• Hold a membership of any Guild Group or Society</li> <li>• To make use of the facilities or services that the Guild may offer.</li> </ul> <p>Honorary Life Memberships for 2016 are awarded to:</p> <ul style="list-style-type: none"> <li>• Megan Ashton</li> <li>• Stephanie Zeller</li> <li>• Joe Harrison</li> <li>• Dwayne Spiteri</li> <li>• Rachael Boddington</li> </ul>	<p><b>Noted</b></p>
<p><b>12. Discussion: NUS Affiliation</b></p>	<p>Richard Brooks (Vice President, Union Development - NUS) was present for this part of the discussion and spoke about the value of the NUS.</p> <p>It was noted that the NUS is a confederation of Students' Unions and has the responsibility for championing students' interests by campaigning on important related issues and lobbying those in power and campaigning to make sure that happens.</p> <p>It was noted that the NUS does a lot to save students money through the NUS Extra Card and the Commercial Services arm.</p> <p>The NUS also supports Unions to become better governed through staff training and support.</p> <p>The NUS has made a difference to the lives of students by actively campaigning for:</p> <ul style="list-style-type: none"> <li>- #cutthecosts Campaign</li> <li>- Student exemption from Council Tax</li> <li>- Acting against the Prevent Agenda</li> <li>- More rights for Student Parents and Carers</li> </ul> <p>The case against the NUS was made, including that it is not the most 'democratic' of organisations. This was countered</p>	<p><b>Noted</b></p>

	<p>by the fact that Unions elect delegates that go to conference and they in turn elect the leadership team.</p> <p>A Democratic Structure Review is underway.</p> <p><b>Q:</b> Can a guarantee be made that a referendum if carried out will be free and fair?</p> <p><b>A:</b> It is likely that if passed a referendum will be carried out in term one of next year. The Guild and the new Officer Team will do all it can to make sure this is the case.</p>	
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