

## Present

Mikey Brown, President (**President**) (**Chair**)  
 George Christian, Sports Officer (**SO**)  
 Josephine Conway, Activities and Employability Officer (**AEO**)  
 Danielle Murinas, Postgraduate Officer (**PGO**)  
 Jules Singh, Education Officer (**EO**)  
 Aaliyah Simms, Welfare & Community Officer (**WCO**)

## Also in Attendance

Jo Thomas, CEO (**SJ**)  
 Sam Jones, Executive Assistant (**SJ**) (note taker)

## Apologies

Wei-Lun Chen, International Officer (**IO**)

The Chair opened the meeting at 12:00

No	Item for Discussion	Notes	Actions
1	<b>Previous Minutes (31.08.21)</b>	The minutes from Monday 31 <sup>st</sup> August 2021 were approved as an accurate record of the meeting.	<b>Approved</b>
2	<b>Trustee Board and Staff Forum Update</b>	SJ updated the Officer team on plans for the Trustee Board meeting later that day.  SJ updated the Officer team on plans for them to present their manifesto key points at an upcoming Staff Forum meeting.	<b>Noted</b>  <b>Noted</b>
3	<b>Officer Comms/ Welcome Week</b>	The Officer team discussed their plans for officer team comms in the run up to welcome week.  The WCO noted plans to run several campus safety campaigns in person during welcome week. The SO noted the value of sharing information ahead of time with sports teams.  The Officer team discussed their availability to cover officer-led activities during welcome week. The Officer team discussed their diaries during the week.  The Officer team discussed their planning for social media coordination during welcome week. The WCO suggested coordinating with central Guild comms to identify priority events to promote. The President noted Hall Reps events to promote shortly.  The Officer team discussed a possible 'bulk' filming afternoon for them in advance of Welcome Week. SJ to diarise.	<b>Noted</b>  <b>Noted</b>  <b>Noted</b>  <b>Noted</b>  <b>SJ</b>

4	<b>Diaries</b>	<p><b>President</b> – Trustee Board, Housing Planning, EDI work on elections, DBFO accommodation meeting, Not On ambassador interviews, campus security meeting, External relations meeting, Accommodation tours, staff forum.</p> <p><b>AEO</b> – Trustee Board, Groups assistant interviews, E&amp;E Committee, Activities committee, Staff Forum.</p> <p><b>WCO</b> – Trustee Board, Housing Planning, Graduation Celebrations, Campus Security Meeting, Tour of Accommodation, Staff Forum.</p> <p><b>PGO</b> – Trustee Board meeting, Graduation Celebrations, PTES data meetings, 1:1 DoSD, PTO buddy meeting, PGR studies meeting, Grad School meeting, Dean of PG’s meeting, International and PG Students events planning, PVC Education meeting, Staff Forum, Accommodation tours.</p> <p><b>EO</b> – Trustee Board, Academic Video filming, Academic Integrity hearings, Library video filming, activities committee, LG catch-up, Staff Forum.</p> <p><b>SO</b> – Trustee Board, Sport Night planning, Graduation Celebration, CWG discussions.</p> <p><b>IO</b> – n/a</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>
5	<b>Officer Wins/ Priority Campaigns</b>	<p>The SO noted a successful launch for sports centre passes for 2021/22.</p> <p>The EO noted a positive graduation celebration speech.</p> <p>The EO noted a positive parent’s and carer’s address speech filmed with the University.</p> <p>The WCO noted progress on their action plan and the development of plans for a collegiate recovery programme for students affected by addiction.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
7	<b>Schools/ Colleges Dubai Update</b>	<p>The WCO noted that the Officer team induction session on Dubai was still outstanding.</p>	<p><b>Noted</b></p>
8	<b>Part-Time Officer</b>	<p>The WCO noted difficulties getting in touch with their PTO buddy.</p> <p>The PGO noted a number of PTO’s expecting to remain abroad for the rest of the academic year. The Officer team agreed to keep GOG socials online for the rest of the year.</p>	<p><b>Noted</b></p> <p><b>Agreed</b></p>
9	<b>Any Other Business (AOB)</b>	<p>The EO noted a number of outstanding ideas submission queries from Student Voice. The PGO noted a significant number of email threads currently being circulated on idea submissions, which were difficult to keep track of. The President noted an existing Google doc tracking each idea</p>	

	<p>submission. The President noted plans for a public tracker for ideas submitted later in semester one.</p> <p>The President noted one outstanding idea submission for food and drink service open on weekends to cater for PG students. The PGO agreed to review.</p> <p>The President noted an idea submission on student opportunities to develop career skills for students with mental health conditions. The AEO agreed to discuss with the DSO.</p> <p>The President asked Officer to regularly update student voice with progress on their idea mandates.</p> <p>The PGO noted a query from careers network on possible social media training.</p> <p>The President noted a post on social media related to the Student Groups team. The CEO noted the formal complaints process. The AEO and WCO agreed to discuss outside the meeting.</p> <p>The Officer team agreed to meet shortly before the upcoming Trustee Board meeting to discuss officer comms.</p>	<p><b>Noted</b></p> <p><b>PGO</b></p> <p><b>AEO</b></p> <p><b>All</b></p> <p><b>All</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
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The meeting closed at 13:00.

**Signed** .....

**Date** .....