

# FULL TIME OFFICER GROUP MINUTES

12:00pm, Online Meeting  
(Zoom)

## Present

Joshua Williams, President (**President**) (Chair)  
 Josh Dooler, Sports Officer (**SO**)  
 Ryan Ginger, Activities and Employability Officer (**AEO**)  
 Amanda Sefton, Education Officer (**EO**)  
 Joanne Park, International Officer (**IO**)  
 Millie Gibbins, Welfare & Community Officer (**WCO**)

## Also in Attendance

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

## Apologies

Tobiloba Adeyemi, Postgraduate Officer (**PGO**)

The Chair opened the meeting at 12:00

No	ITEM FOR DISCUSSION	Notes	ACTION
1	<b>Minutes from 01.06.20</b>	The minutes from the last meeting held on 1 <sup>st</sup> June 2020 were approved as an accurate record of the meeting.	<b>Noted</b>
2	<b>Any Other Business</b>	<p>The WCO noted that students leading the 'Selly Oak Community Response' to the COVID-19 outbreak were now mostly graduating and moving away. The WCO noted plans for Guild Community Wardens to take over the project over the summer. The President noted the value of the scheme for residents of Selly Oak.</p> <p>The AEO noted the possibility of further anti-Semitism comms before the end of their terms in office.</p> <p>The President noted that the upcoming Trustee Board would be the last one for the current team. The President asked Officers to prepare for an ending presentation to the Board on their action plans.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>All</b></p>
3	<b>Student Groups Induction</b>	<p>The AEO noted plans for a joint student group's induction with the incoming and outgoing officer teams. The AEO noted the W/C 6<sup>th</sup> July would be the training week for new student groups committees, to be delivered virtually. The AEO noted plans for officers to be involved in training for incoming student group committees. Officers to respond with availability.</p> <p>The Officer Team discussed arrangements for student group's recruitment and engagement of new students in September. The AEO noted that engagement of incoming students in societies would be essential. The SO noted an upcoming club conference for sport's club committees.</p>	<p><b>All</b></p> <p><b>Noted</b></p>

4/5	<b>Black Voices Campaign/ Black Lives Matter</b>	<p>The WCO noted the ongoing Black Lives Matter protests in the US and UK, and the need to support students during this difficult time. The President noted possible culturally-specific welfare services. The IO noted that the University should promote the availability of welfare support more widely.</p> <p>The Officer Team discussed their response to the University on Black Voices and Black Lives Matter. The President noted the University had been slow to respond to the black lives matter protests. The President noted a concerning tweet from a senior University staff member.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
6	<b>Officer Leaving Party</b>	SJ updated the Officer Team on plans for their leaving party. SJ to arrange a planning session.	<b>SJ</b>
7	<b>Virtual Neighbourhood</b>	<p>The WCO noted plans for providing additional information for students on managing stress and work/life balance. The WCO suggested producing joint videos with the incoming officer team on Guild support still available in the lockdown.</p> <p>The AEO suggested that student engagement on the Guild's weekly quiz may have reduced and takes significant staff time to deliver. The President suggested reducing the VN schedule over the summer period, as the Guild would usually reduce comms over the summer.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
8	<b>Diaries</b>	No Items noted.	<b>Noted</b>
9	<b>Manifesto Updates &amp; Priority Campaigns.</b>	The President suggested further sharing of Guild data on changes made over the year. The WCO suggested further comms on 'changes made' over the year, with further signposting to support services and ways to influence the Guild's democratic processes.	<b>Noted</b>
10	<b>Guild Engagement/ Social Media</b>	No Items noted.	<b>Noted</b>
11	<b>School/College/ Dubai Update</b>	The Officer Team discussed Officer college committee positions for the year ahead. The EO asked the Officer Team to prepare handovers.	<b>All</b>
12	<b>Part Time Officer Update</b>	The Officer team discussed plans for PTO handover and training. The PGO noted the need for a clear framework for PTO work during the closure of campus	<b>Noted</b>
13	<b>Officer Training &amp; Development</b>	The Officer Team discussed the upcoming training schedule. JT noted that outgoing Officers would be invited to exit interviews.	<b>Noted</b>

The meeting closed at 13:00

Signed .....

Date .....