

FULL TIME OFFICER GROUP MINUTES

12:00pm, Online Meeting via Zoom.

Present

Joshua Williams, President (**President**)
 Josh Dooler, Sports Officer (**SO**)
 Amanda Sefton, Education Officer (**EO**)
 Joanne Park, International Officer (**IO**)
 Millie Gibbins, Welfare & Community Officer (**WCO**) (Chair)
 Tobiloba Adeyemi, Postgraduate Officer (**PGO**)

Also in Attendance

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

Apologies

Ryan Ginger, Activities and Employability Officer (**AEO**)

The Chair opened the meeting at 12:00

No.	Item for Discussion	Notes	Action
1	Minutes from 08.06.20	The minutes from the last meeting held on 8 th June 2020 were approved as an accurate record of the meeting.	Approved
2	AOB	<p>The President noted plans to promote Pride month in the coming weeks. The Officer Discussed plans for the Guild to celebrate Pride month.</p> <p>The President noted that University had announced plans to accept lower grades for future courses over the summer.</p> <p>The President noted ongoing discussions with campus trade unions about relations between the Guild and trade unions. The Officer Team discussed the relationship between the Guild and campus trade unions and issues of racism on campus.</p> <p>The EO noted ongoing work on the Guild's adoption of the IHRA anti-Semitism definition. The Officer team discussed the Guild's promotion of the adoption of the IHRA definition into the Guild's policies.</p> <p>The EO updated the team on library service's plans to reopen limited areas of study space and computer rooms on campus to enable students to begin working on campus again. The EO noted plans for additional skills training and support online, including 24/7 live-chat support which had been accessed by a large number of students. The EO noted that more than 7,000 books were still out on loan to final years, and the University was working on plans for students to return books.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

		The EO noted that future library purchases would be digital-only for the foreseeable future.	Noted
		The President updated the Officer Team on recent complaint. The Officer team discussed the Guild's response.	Noted
3	Joined Up Conversations Group	The President updated the Officer team on a new regular meeting between the Guild and the University; 'Joined up Conversations Group' to maintain regular contact while campus remained closed, and during the handover between officer teams. The Officer team discussed the upcoming meeting of Joined Up Conversations Group and the Guild's items for the meeting. The EO noted the difficulties faced by current students who did not have access to a laptop or Internet access at home. The President suggested proposing a separate fund to enable students to purchase IT equipment, separate to the University's hardship fund. The WCO noted the University's communications had been largely consistent to previous year's, despite an expected different experience for next year's incoming students.	Noted Noted Noted
4	Trustee Board Discussions	SJ reminded Officers to complete the Trustee Board and Committee effectiveness surveys ahead of the upcoming Board meeting. SJ reminded Officers to update their action plans and circulate to the Board.	All All
5	Diaries	The Officer team discussed their diaries for the week ahead.	Noted
5	Manifesto Updates & Priority Campaigns.	The WCO updated the Officer team on plans for de-stressfest. The Officer team discussed plans for de-stressfest and the need for consistent communications and branding.	Noted
6	Guild Engagement/ Social Media	The WCO noted plans for de-stressfest promotion, to be communicated by central Guild comms.	Noted
7	School/College/ Dubai Update	JT noted that the second phase of student at the Dubai campus had now been enrolled, however the campus was expected to be closed until the end of the summer.	Noted
8	Part Time Officer Update	No items noted.	Noted
9	Officer Training & Development	The Officer Team discussed handover for the incoming team and arrangements for TOIL and handover documents. SJ noted	Noted

The meeting closed at 13:00.

Signed

Date