

**FULL TIME OFFICER GROUP MINUTES**

12:00 – 13:00  
 Online Meeting (via Zoom)

**Present**

Tobiloba Adeyemi, President **(President)**  
 Rob Hegarty, Sports Officer **(SO)**  
 Jules Singh, Education Officer **(EO) (Chair)**  
 Amie Raphael, Activities and Employability Officer **(AEO)**  
 Rebecca Cutler, Postgraduate Officer **(PGO)**  
 Charlotte Minter, Welfare & Community Officer **(WCO)**  
 Wei-Lun Chen, International Officer **(IO)**

**Also in Attendance**

Jo Thomas, CEO **(JT)**  
 Sam Jones, Executive Assistant **(SJ)** (notetaker)

The Chair opened the meeting at 12:00

No	ITEM FOR DISCUSSION	Notes	ACTION
1	<b>Minutes from 12.01.21</b>	The minutes from Monday 12 <sup>th</sup> January 2021 were approved as an accurate record of the meeting.	<b>Approved</b>
2	<b>Conversion Therapy</b>	The AEO updated the Officer team on the University's response to the Guild's letter about historic gay conversion therapy research conducted at the University. The PGO noted the need for clarification from the University on the investigation's progress. The WCO noted action by LGBTQ association on the issue.  The President agreed to circulate previous communications to the University and escalate as required. The Officer team agreed to discuss next steps over email.	<b>Noted</b>  <b>All</b>
3	<b>Black Voices Working Group</b>	The President updated the Officer team on progress on the Black Voices campaign. The President reminded the officer team to circulate working group action outcomes by email by the end of the following week.  The Officer team discussed progress on the Black Voices campaign. The Officer team agreed to target actions completion for the 2 <sup>nd</sup> week of February. SJ to arrange meeting.	<b>All</b>  <b>SJ</b>
4	<b>VC Recruitment Update</b>	The President noted ongoing discussions with the Registrar on the recruitment process for the new Vice-Chancellor, following the announcement of Sir David Eastwood's planned departure. JT updated the Officer team on the University's search for a new Vice-Chancellor, which the Guild Officer team would be able to feed into. JT suggested consultation	

		<p>with relevant student reps on ideal outcomes. JT noted that the new VC was expected to be formally appointed at the June University Council meeting.</p> <p>The President noted that the Officer Team would shortly be able to feed into the 'ideal candidate' search parameters.</p> <p>The PGO noted the value of detailed consultation with students and student reps on what they would seek in an incoming VC. The IO noted the importance of student feedback. However, the consultation with student reps may take longer than proposed.</p> <p>The Officer team discussed possibilities for student consultation and engagement on the Guild's input into the VC recruitment process. The PGO noted the value of extended consultation and feedback from the student body on the VC.</p> <p>The Officer team agreed to meet separately to discuss the collection of student feedback on the new VC recruitment. SJ to diarise.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>SJ</b></p>
<b>5</b>	<b>Protection UOB Students – review and action delegation</b>	<p>The President updated the Officer team on ongoing discussions on student support available during the national lockdown. The President noted that the Guild's positions had been communicated to the University.</p> <p>The EO noted ongoing discussions on possible academic process changes. The PGO noted suggested continued student consultation across all colleges on current student experiences.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
<b>6</b>	<b>UoBE Festival Comms</b>	<p>The IO updated the Officer team on the Guild's preparations for the upcoming UoBe Festival, which would be held fully online during lockdown.</p> <p>The Officer team discussed comms to promote the Guild's social theme events. SJ noted the Guild's priority events for promotion. The Officer team agreed to discuss by email and divided up events for promotion on social media.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
<b>7</b>	<b>Rent Updates</b>	<p>The WCO updated the Officer Team on progress with the University's rent refunds, which would be provided shortly to all students in University and affiliated accommodation. The WCO updated the Officer team on an open letter to private accommodation providers, seeking similar refunds to those agreed by the University.</p> <p>The Officer team discussed the cut-off date for rent refunds, and moving the date back to the 4<sup>th</sup> January, in-line with the planned travel window for students. The PGO suggested revisiting the refunds with the University. JT suggested raising the issue with local MP's in-light of the issues on student rents in their constituency.</p>	<p><b>Noted</b></p> <p><b>All</b></p>

8	<b>Live Q&amp;A's with DoE's</b>	The EO noted that three Q&A's with college directors of education had now been confirmed for the coming weeks. The Officer's discussed sharing-out of hosting responsibilities.	<b>Noted</b>
9	<b>Diaries</b>	<p><b>The Officer team discussed their key meetings for the week ahead:</b></p> <p><b>WCO</b> – Community officers meeting.</p> <p><b>EO</b> – University Education Committee.</p> <p><b>AEO</b> – H&amp;S, Manifesto meetings.</p> <p><b>IO</b> – Inclusivity training, UoBE Festival working group, University Education Committee, Teaching &amp; Learning project meetings.</p> <p><b>SO</b> – UB Sport management meeting, CWG meeting, alumni engagement meeting.</p> <p><b>PGO</b> – n/a.</p> <p><b>President</b> – VC 1:1, SUMS T&amp;F group meetings, DBFO meeting.</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>
10	<b>Priority Campaigns/ Officer Wins</b>	<p><b>AEO</b> – VP activities meetings and sharing best practice.</p> <p><b>WCO</b>- University rent rebates.</p> <p><b>EO</b>- Fair assessment policy progress.</p> <p><b>IO</b>- n/a</p> <p><b>President</b>- n/a</p> <p><b>PGO</b> – n/a</p> <p><b>SO</b>- Safer exercise programme.</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>
11	<b>University Relationships</b>	No Items noted.	<b>Noted</b>
12	<b>Guild Communications/ Social Media</b>	<p>The Officer Team noted the following items for promotion via Guild communications:</p> <ul style="list-style-type: none"> <li>• Officer Team COVID-19 stance.</li> <li>• UoBe Festival Events</li> <li>• Elections nominations.</li> </ul>	<p><b>Noted</b></p> <p><b>Noted</b></p>
13	<b>Schools/Colleges/ Dubai Update</b>	No Items noted.	<b>Noted</b>

<b>14</b>	<b>Part Time Officers</b>	No Items noted.	<b>Noted</b>
<b>15</b>	<b>Officer Training and Development</b>	No Items noted.	<b>Noted</b>
<b>16</b>	<b>AOB</b>	The President reminded officers to provide feedback to Student Voice on proposed recommendations from the speak week data analysis.	<b>Noted</b>

The meeting closed at 13:00.

Signed .....

Date .....

DRAFT