

FULL TIME OFFICER GROUP MINUTES

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

Present

Charlotte Minter, Welfare & Community Officer (**WCO**) (**Chair**)
 Wei-Lun Chen, International Officer (**IO**)
 Jules Singh, Education Officer (**EO**)
 Rob Hegarty, Sports Officer (**SO**) (Left at 12:20)
 Tobiloba Adeyemi, President (**President**) (Left at 12:40)
 Amie Raphael, Activities and Employability Officer (**AEO**)
 Rebecca Cutler, Postgraduate Officer (**PGO**)

Also in Attendance

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

Apologies

None.

The Chair opened the meeting at 12:00

No	ITEM FOR DISCUSSION	Notes	ACTION
1	Previous Minutes (12.04.21)	The minutes from Monday 29 th March 2021 were approved as an accurate record of the meeting.	Approved
2	FTO Remaining A/L & TOIL	The Officer Team discussed their remaining annual leave and TOIL for the remainder of the academic year. The Officer Team discussed arrangements for logging TOIL during NUS conferences. The Officer team agreed to discuss over email and diarise remaining leave and TOIL.	Noted Noted
3	SUMS Review/ UEB Process	JT updated the Officer team on recent developments with the Guild's compact budget process and SUMS/ T&F review. JT noted the significance of the current process for the Guild's future. JT noted that the Chair of Trustees had recently met with University Senior Staff to discuss the Guild's proposals and would update Trustees by email. JT updated the Officer team on discussions with the University on future campus commercial operations. JT asked Officers to get in touch with any questions or feedback on the Guild's proposals.	Noted Noted Noted Noted
4	Room Naming	The Officer team discussed possible names for a new meeting room in the Guild. The Officer team agreed to discuss possible names by email.	Noted All

5	Campaign to Save the 'S'Oak'	<p>The WCO updated the Officer team on discussions with the 'Community Partnership for Selly Oak' group around the closure of 'the Selly Oak' pub. The WCO noted interest in a campaign to save the pub for the benefit of the local community.</p> <p>The WCO noted the intention of the landlord to redevelop the site as student accommodation, however this would come at the loss of an important social hub for students and a local student employer.</p> <p>The Officer team noted the value of exploring campaigns to retain the Selly Oak pub. The WCO agreed to seek more information from community organisers on the details of the planned campaign.</p>	<p>Noted</p> <p>Noted</p> <p>WCO</p>
6	FTOG Away Day	<p>SJ updated the Officer team on plans for an upcoming Officer Away day.</p>	<p>Noted</p>
7	Associations	<p>The AEO updated the Officer Team on the ongoing review of Guild Association governance, and their constitution within the Guild's Byelaws. The AEO noted proposals for renewed 'network' structures for representation of liberation groups within the Guild's new democratic structures, and separate social groups supported by the Student Groups team.</p> <p>The AEO noted that discussions with associations committees and liberation groups were ongoing.</p> <p>The AEO noted plans for further student consultation, aiming for bye-law changes to be presented to the next Trustee Board meeting.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>
8	Diaries	<p>President – Democracy Catch-up, VC 1:1, 1:1 WCO, Officer Training meeting, Career's network meeting, University Council briefing, WW planning, Equality Change Programme meeting, Social Media brainstorming, University Council meeting, FTO Away Day.</p> <p>WCO – Addiction meeting, 1:1 President, Fitness to Practice training, Activities & Events meeting, Conversation Corner meeting, Welcome Week planning, Democracy Review meeting, Sexual Harassment Steering Group, Scrutiny Panel, Community Warden's Catch-up, Student Services Catch-up, TOIL.</p> <p>EO – SELT meeting, Education Committee planning, Office move, SV team meeting, COSS CEC, Assessment support week deliver group, Bioscience meeting, EPS college forum, Scrutiny Panel, A/L, FTO Away Day.</p> <p>AEO – Careers Network meeting, DARO Catch-Up, Graduations meeting, Health & Safety Committee, MDX agenda planning, Welcome Week Planning, Commonwealth Games meeting, Social Media meeting, Associations catch-up, FTO Away Day.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

		<p>PGO – Director of PGR meeting, University Council briefing, C&M meeting, Social Media meeting, Scrutiny Panel meeting, University Council meeting, FTO Away Day.</p> <p>IO – Careers Network meeting, Fitness to Practice appeal hearing, CEC, Scrutiny Panel, Fitness to Practice training, FTO Away Day.</p> <p>SO – Sports Memberships filming, Commercial Strategy Operations Group, Democracy Elections catch-up, CWG catch-up, Social Media brainstorming, Sexual Harassment Steering Group, Club conference planning, FTO Away Day.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>
9	Officer Wins/ Priority Campaigns	<p>AEO – Open day – Societies & Sports.</p> <p>EO – Access & Participation Plan submission, Library video.</p> <p>WCO – n/a</p> <p>SO – UoB Gym reopening.</p> <p>PGO – n/a</p> <p>IO – Mandarin-English translation sessions.</p> <p>President – n/a</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
10	Guild Communications, Social Media	<p>The Officer Team noted the flowing items for promotion via social media.</p> <ul style="list-style-type: none"> • Guild Awards Live Stream. 	<p>Noted</p> <p>Noted</p>
11	Schools/Colleges/ Dubai Update	<p>The President left at 13:00</p> <p>The PGO updated the Officer team on a positive positive induction session with the EPS Head of College.</p>	<p>Noted</p> <p>Noted</p>
12	Part Time Officers	No Items noted.	Noted
13	Any Other Business (AOB)	<p>The SO noted arrangements for sports team members to take regular rapid COVID-19 tests ahead of participating in team sports each week.</p> <p>The AEO noted the opening up of the 'stretch tent' on the back lawn of the Guild for access by societies, enabling socially distanced outdoor activities.</p>	<p>Noted</p> <p>All</p>

The meeting closed at 13:00.

Signed

Date