

FULL TIME OFFICER GROUP MINUTES

11:00 – 12:30
 Online Meeting (via Zoom)

Present

Jules Singh, Education Officer (**EO**)
 Wei-Lun Chen, International Officer (**IO**) (**Chair**)
 Tobiloba Adeyemi, President (**President**)
 Rob Hegarty, Sports Officer (**SO**)
 Amie Raphael, Activities and Employability Officer (**AEO**)
 Rebecca Cutler, Postgraduate Officer (**PGO**) (arrived at 11:20)
 Charlotte Minter, Welfare & Community Officer (**WCO**)

Also in Attendance

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

The Chair opened the meeting at 11:00

No	ITEM FOR DISCUSSION	Notes	ACTION
1	Minutes from 12.10.20	The minutes from Tuesday 6 th October were approved as an accurate record of the meeting.	Approved
2	Chaplaincy	The PGO updated the officer team on the services currently on offer at the University Chaplaincy. JT noted that some groups were share with the Chaplaincy, and the Guild had a positive relationship with the team, however committee meetings may have stalled. SJ to investigate.	Noted SJ
3	Issue affecting Nigerian Students	The PGO noted the current protests for freedom of speech and citing government abuses in Nigeria. The PGO noted protests against the 'special anti-robbery squads' in Nigeria, accused of multiple human rights abuses, and significant student protests ongoing in the country. The IO noted the possibility of specific comms to Nigerian students at Birmingham. The PGO noted that the majority of Nigerian students were likely to be postgraduate students. The Officer team discussed possible communications and support options for Nigerian students. JT suggested contacting NUS about a wider campaign to Nigerian students in the UK. JT noted possible issues for Nigerian students for graduations and family travelling to the UK.	Noted Noted Noted
4	US Election	The EO noted the upcoming US presidential election. The Officer team discussed hosting a Guild online event for the election coverage. The EO suggested hosting a discord chat server for students to discuss results on election night.	Noted

		<p>The AEO noted the need to clarify appropriate behaviour at any such event. The EO suggested engaging with Guild media groups and politics society to co-host the event.</p> <p>The Officer Team discussed reminder comms to American students to submit postal votes. The EO suggested seeking support from Student Voice.</p>	<p>Noted</p> <p>Noted</p>
5	January Starts	<p>The PGO noted that the University had announced that course starts for January had been cancelled.</p> <p>The Officer team discussed the impact of course starts being brought forwards for student previously due in January, including tuition fees which may be due earlier in the year. The PGO noted that many January starters may have issues with recouping deposits.</p> <p>The PGO noted that the decision to cancel January starts had been made by the University without consultation from students and the Guild. The PGO noted a significant impact on the Guild's election cycle.</p> <p>The PGO noted that as a result of this change, a number of students would be starting immediately, while others would not be starting until next September. The PGO noted significant disruption to many prospective student's plans. The PGO noted that the motivation may be financial.</p> <p>The Officer team discussed the Guild's response to the change. The President suggested seeking clarification as to the rationale behind the change.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
6	International Student Trustee Vacancy	<p>The EA asked the officer team to promote the current International Student Trustee vacancy on the Guild's Trustee Board.</p>	<p>Noted</p>
7	University Comms Meeting	<p>The President noted a query about University and Guild communications to students. The CEO suggested discussing further in welcome week.</p>	<p>Noted</p>
8	December Graduation Congregations	<p>The President noted that December degree congregation's in-person had been cancelled by the University due to ongoing requirements to implement social distancing.</p>	<p>Noted</p>
9	Diaries	<p>The Officer team discussed their key meetings for the week ahead:</p> <p>WCO – GEMT, Mentors catch-up, wellbeing team meeting, rent right meeting, interview shortlisting, campaigns catch-up, housing activity meeting, 1:1 DoSD, 1:1 CEO, Sabbatical Officer leadership course.</p>	<p>Noted</p> <p>Noted</p>

		<p>EO – Library Services team meeting, SET project meeting, UQAC meeting, Student Rep/MyUoB app meeting, CEO 1:1, NATY strategic oversight board, Student Rep social, Sabbatical Officer leadership course.</p> <p>AEO – Good campus relations, CEO 1:1, space group, Student experience team meeting, Society engagement planning meeting, Sabbatical Officer leadership course.</p> <p>IO – SAET meeting, Go Global fair, Campaigns catch-up, 1:1 SVM, international pronouns day, CEO 1:1, Go Global fair planning, Sabbatical Officer leadership course.</p> <p>SO – Club Development meeting, Sports complaints meeting, Fairtrade meeting, Sports team COVID rules meeting, Estates meeting, Sports sales and memberships meeting, Office hours, UB Sport management team meeting, Sabbatical Officer leadership course.</p> <p>PGO – PG meeting, SV team meeting, SET project team meeting, UQAC, UEC briefing, 'Brum with a Brew', NATY strategic oversight board, rep social, Sabbatical Officer leadership course.</p> <p>President – SVM 1:1, GEMT meeting, VC 1:1, SMT, Good Campus relations, CWG steering group meeting, UoB task and finish group, E&D catch-up, Sabbatical Officer leadership course, Autumn elections catch-up, catch-up EA.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
10	<p>Priority Campaigns/ Officer Wins</p>	<p>The Officer's presented their 'Officer Wins' from the last week:</p> <p>WCO – Condom bin back outside Guild advice.</p> <p>AEO – Not On virtual workshop and Not On November logo coming together ready for student groups not on November.</p> <p>President – Planning for Black Voices conference underway, productive meeting with DPVC Equalities, Autumn elections positive turnout.</p> <p>PGO – PG candidate nominations for Autumn elections and PG podcast planning.</p> <p>SO – Swimming slots extended, squash courts now bookable, Gym capacity review,</p> <p>IO – Planning International student welfare session, language café planning, Cultural spotlight for societies.</p> <p>EO – Chairing joint Finance & A&R meeting.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
11	<p>University Relationships</p>	<p>The Officer team discussed the current mapping of Guild /University relationships.</p>	<p>Noted</p>

12	Guild Communications/ Social Media	<p>The Officer Team noted the following items for promotion via social media:</p> <ul style="list-style-type: none"> • Guild Information Hub (Virtual Neighbourhood) • International Student Trustee Vacancy. • Autumn Elections 	<p>Noted</p> <p>Noted</p>
13	Schools/Colleges /Dubai Update	<p>The President updated the Officer team on recent college meetings.</p> <p>The President noted that student timetabling remained an issue due to disruptions to online/in-person learning. The President noted significant pressure on course leads to reform teaching plans in-line with current University guidance.</p>	<p>Noted</p> <p>Noted</p>
14	Part Time Officers	<p>The AEO noted that PTO accessibility training had been delayed due to a recent data breach, and would be rescheduled.</p> <p>The President noted plans for a PTO buddy scheme to match PTOs with a member of MMT.</p> <p>The IO noted that the EMO was planning a number of events for Black History month</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>
15	Officer Training and Development	<p>The SO noted upcoming domestic abuse training. The SO noted that they would circulate information to the Officer Team and/or organise a meeting to discuss.</p>	<p>SO</p>
16	AOB	<p>The AEO updated the officer team for plans for employability week. The AEO noted themes and sessions across the week, to be delivered by Worklink and Careers network and Student Voice.</p> <p>The PGO updated the officer team on plans for Speak Week 2020.</p> <p>The WCO updated the Officer team on the University's programme of food boxes for students self-isolating.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>

The meeting closed at 12:00.

Signed

Date