

Present

Joe Armer, VP Education
 Bethan Dovey, VP Democracy, Resources & Sustainability
 Molly Browne, VP Sport & Nutrition
 Frankie Greenwell, VP Welfare
 Poppy Wilkinson, President (Chair)
 Wadim Wesolek, VP Activities & Development
 Jack Mably, VP Housing & Community

In Attendance

Emily Badger, Head of Strategy & Research
 Amy Elliott, Executive Assistant (note taker)

The Chair welcomed everyone and opened the meeting at 11:05.

No	ITEM FOR DISCUSSION	Notes	ACTION
1	UEB Presentation	The President presented the presentation on the Strategic Plan 2014-2017 for UEB and the Officers did a quick practice run through.	Noted
2	Minutes from 24.11.14	The minutes from 24 th November were approved.	Approved
3	Matters arising	World Aids Day – The VPW noted the request the sexexpression group wanted to do was ok with the Belief and Commitments and is going ahead. However, there has been no risk assessment received for the activities LGBTQ association would like to do around blood testing. Breathalysers – It was noted there is two weeks left of the scheme and the VPW is waiting to speak to the police.	Noted
4	Diaries	VPW – Speak Week gathering at the Vale, VC Review, catch up with Chris Twine, meeting with the Police, AMG, 1-2-1 CEO, Grad Ball budget meeting, student E&D meeting, Guild Council and meeting with Nightline. VPHC – Catch up with RAs all week, speak week, launch of immigration check policy for housing, R&HR, AMG, University Strategic Framework focus group, and Guild Council. VPDRS – Speak week, SGX, meeting with media groups to discuss elections, and Guild Council. VPAD – Guild Awards catch up, Student Staff Christmas social planning, SGX, dance rehearsals, speak week, student development team meeting, Redbrick proof, University strategic framework focus group, and catch up with MG. VPSN – National badminton awards, meeting to discuss a sports ladies day, SGC, discussion with potential VPSN elect, BUCS advisory day and matches, BUCS AGM, Sport Policy launch, and meeting with UEA sports staff. VPE – Speak week, general election working group, door knocking, NUS Policy Development, UEC and Guild Council. President – Meeting with University to discuss Capital Investment, NUS Policy Development and NEC.	Noted

5	Sabb Away Day	It was noted Monday 15 th December has been held for the Sabb away day and the Officers are to attend a social activity in the morning and a team building exercise in the afternoon.	Noted
6	Guild Engagement/Social Media	<p>KLOUT scores were noted.</p> <p>Home Student Emails The VPHC raised a question regarding email policy. It was noted the HSO would like the mailing list for all Home Students. EB noted the Guild do not have data on home students. The VPE further noted the Guild has email addresses for those who signed up to attend the Staying Local event, but that's because the students gave us their email addresses.</p> <p>Immigration Check Policy The VPHC asked if an email informing all students would be best sent from the Guild or the University. It was noted if an email is sent from the Guild it is in a form of a newsletter, so the update on the new policy could be included in the newsletter. It was further noted the Guild can release a statement and sign post further information to the newsletter being sent out.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
7	Schools/Colleges Update	No discussion was made.	Noted
8	Non Sabb Buddies	The VPE noted the PSO is now home and he is to arrange meetings with her for the new year.	Noted
9	Officer Training & Development	No discussion was made.	Noted
10	AOB	<p>Demo The VPAD noted a Free Education demo is being held on campus on Wednesday and one in the city centre on Saturday. It was further noted a discussion mandating the Officers may come up in Guild Council, however the Officers cannot be mandated to attend the demo in Birmingham.</p> <p>360 Appraisal Program The HR & Admin Manager entered the meeting at 11:45 and gave an overview of the 360 appraisal program to the Officers. All Officers are to allocate time for their feedback session and inform RB.</p>	<p>Noted</p> <p>ALL</p>

The meeting closed at 11:55.

Signed

Date