

### Present

Poppy Wilkinson, President, Chair  
 Joe Armer, VP Education  
 Wadim Wesolek, VP Activities & Development  
 Molly Browne, VP Sport & Nutrition  
 Frankie Greenwell, VP Welfare

### Apologies

Jack Mably, VP Housing & Community  
 Bethan Dovey, VP Democracy, Resources & Sustainability

### In attendance

Jo Thomas, Chief Executive  
 Amy Elliott, Executive Assistant (note taker)

The Chair welcomed everyone and opened the meeting at 12:00.

No	ITEM FOR DISCUSSION	Notes	ACTION
1	<b>Minutes from 01.09.14</b>	The minutes from 1 <sup>st</sup> September were approved.	<b>Approved</b>
2	<b>Matters arising</b>	No matters arising.	<b>Noted</b>
3	<b>Diaries</b>	<p><b>VPAD</b> – last week allocated stalls for society fair and met with Carnival. This week exam irregularity hearing, ISA issue, 1-2-1 CEO, Cultural Gateway, work on room booking policy, PSA Board induction, work on student group disciplinary, and open day.</p> <p><b>VPE</b> – Last week work on Student Reps particular with CoSS, work on timeline for GM/GE/Referendum, International Students feedback, PGR/T BBQ, and SV Manager Interview. This week Officer engagement and Welcome Week, CLAD learning process, PT Officer training sessions, UUK Funding, and open day.</p> <p><b>VPSN</b> – This week meeting with Head Coach of squash to discuss disability sport opportunity, 1-2-1 CEO, Sport Fair photos, BUCS, PSA follow up, and open day.</p> <p><b>VPW</b> – Last week working group on suspension of student on health grounds, met with UoB to discuss under 18's on campus, Freshers Fest Emergency Procedure approved, and Chris Twine catch up. This week students in Selly Oak currently at 400, walk about in Selly Oak with Council and VPHC, and vulnerable student officer catch up.</p> <p><b>President</b> – Last week appointed External Trustee, and Byelaw Review Group. This week Cultural Gateway meeting, Simon Tiller NUS Contact, UMC appeal and Interfaith and good campus relations catch up.</p>	<b>Noted</b>
4	<b>Guild Engagement &amp; Welcome Week</b>	The President raised the discussion regarding the General Election and noted Welcome Week is a prime opportunity to start getting students involved in the GE and to encourage active voting. All Officers agreed this was a great opportunity and the VPE is to check with Student Voice if they have ordered equipment.	<b>Noted</b>

		The President also noted she is to mention it in the Welcome Talks.	
5	<b>Annual Leave</b>	The President asked all Officers if they are booking annual leave to consider the meetings that they will be missing, and if possible to send another Officer in their place.	<b>Noted</b>
6	<b>Justice4Sanaz Letter</b>	The VPE is to email the letter he has written to all Officers and C&M for approval.  The President had spoken to Leeds SU and will follow up with another call before the letter is sent out.	<b>VPE</b>  <b>Noted</b>
7	<b>Guild Engagement/ Social Media</b>	<b>New Students</b> The President noted it would be a good idea for Officers to actively add new students on Facebook rather than wait for students to add them. Members can be found in halls of residence Facebook pages.  <b>Quotes to the TAB</b> The VPW noted the TAB has requested quotes regarding 'how safe is Selly Oak'. The Officers agreed it is useful to have a relationship with the TAB however check with C&M first before sending any quotes over. The VPW is to include in his quote all the work we do to keep Selly Oak safe and general advice to combat crime.	<b>Noted</b>  <b>ALL</b>  <b>Noted</b>
8	<b>Schools &amp; Colleges Update</b>	The VPE noted each committee is to have a standing agenda item on 'Student Reps' giving them time to speak at the meetings.	<b>Noted</b>
9	<b>Non Sabb Buddies</b>	No discussion made.	<b>Noted</b>
10	<b>Officer Training &amp; Development</b>	<b>NUS Zones</b> This year all zones are to be held over three days and on one day all the elections will take place. Officers to look at the agendas once they are released.	<b>Noted</b>
11	<b>AOB</b>	<b>Moving In Weekend</b> The VPW raised the discussion regarding Moving In Weekend and in particular Aitkin. It was noted the parking for Aitkin is being taken up by the redevelopment of Chamberlain so mini buses are available on the hour every hour for students to move in. It was further noted only four members of the welcome team will be there. The Officers agreed to assist at Aitken over Moving In Weekend. The VPW further noted estimates of 100 students are being allocated to Opal so it would be beneficial for some Officers to attend Opal over Moving In Weekend.  The Officers are to discuss which halls they will be visiting further.  <b>University Paper</b> It was agreed the VPAD is to email Redbrick about the University paper.  <b>Guild Website</b> The VPAD raised a discussion on a complaint he received regarding the photo on the website for student groups and societies. It was agreed to speak to C&M to find a neutral photo for all student groups and societies.	<b>Noted</b>     <b>Noted</b>   <b>ALL</b>  <b>VPAD</b>   <b>Noted</b>

Signed .....

Date .....