

Officer Question Time Minutes

Present: Ellie Keiller (President); Rose Bennett (Postgraduate Officer); Adam Goldstone (Education Officer); Kris Ali (Housing and Community Officer); Jess Levy (Representation and Resources Officer); Helena Bailey (Sports Officer)

In attendance: Curtis Collins (Chair of Officer Question Time); Reece Roberts (President Elect); Robyn Macpherson (Activities and Employability Officer Elect); Simon Price (Sports Officer Elect); Lucy Gill (Student Voice Manager); Adam Tomes (Interim Communications Coordinator); Adam Sheridan (Director of Engagement); Houmaa Chaudhry (Representation Coordinator)

Apologies: Shannon Farmer (Activities and Development Officer); Henny Green (Welfare Officer); Isabel Bygrave (Welfare Officer Elect)

The Chair welcomed everyone and the meeting commenced at 18.05

No	ITEM FOR DISCUSSION	QUESTIONS ASKED	ACTION
1	Welcome to Officer Question Time	The Chair welcomed everyone to the final meeting of Officer Question Time this year. This is an open meeting where students can attend and hold their Officer Team to account.	Noted
2	President Update and Questions	<p>The President provided a verbal update.</p> <p>Projects working on since the last meeting:</p> <ul style="list-style-type: none"> • Preparing for Handover • Medsoc Merge (discussing legal issues) • Microwaves on Campus • NUS Conference • TEF Subject Pilot (on A/L) • UoB Dubai (Guild provision and student wellbeing) • University meetings <p>No questions were asked. Questions can be emailed to: president@guild.bham.ac.uk</p>	Noted
3	Activities and Development Officer Update and Questions	<p>The Activities and Development Officer's updates were provided by the Chair of Officer Question Time.</p> <p>Projects working on since the last meeting:</p> <ul style="list-style-type: none"> • Worked on the student groups committee induction, improving the content of workshops from last years • Worked alongside careers network to create 'campus to careers – you're more than a degree' • Released the Grad Ball line up and sat on the Grad Ball working group 	Noted

		<ul style="list-style-type: none"> • Ran Guild Awards • Working towards making things easier for student groups through digitalising and streamlining some processes • Promotion for societies <p>The room was reminded that any queries could be addressed to the ADO directly via email to: activities@guild.bham.ac.uk</p>	
4	Education Officer Update and Questions	<p>The Education Officer provided a verbal update.</p> <p>Projects working on since the last meeting:</p> <ul style="list-style-type: none"> • Grade Point Average (GPA) has been successfully argued to be opt-in having previously been opt-out • Guild put out some factual FAQs so that people could understand the whole thing, and a blog with my thoughts • Open letter about GPA signed by over 760 students, leading to GPA being delayed by a year for student consultation • Live study space website has been redesigned, additional space and opening hours • Promotion of the bus to the OLRC, and a bus stop added next to the library • Library training centre (4th floor) was opened up for silent study over the exam period • Attended NUS conference to represent the Guild nationally • Blog about changes to student loan repayments • Outstanding Teaching Awards • Department for Education consultation on Subject Level TEF <p>No questions were asked. Questions can be emailed to: education@guild.bham.ac.uk</p>	Noted
5	Postgraduate Officer Update and Questions	<p>The Postgraduate Officer provided a verbal update.</p> <p>Projects working on since the last meeting:</p> <ul style="list-style-type: none"> • Postgraduate Sections conference • Working with Office for Students around PGT NSS and PG provision • PGR student mental health working group • Postgraduate Ball • Student reps planning for next year • VC Review of Business School • Deputy Pro Vice Chancellor of Postgraduates created!! • PGT students WILL be included in a newly structured Graduate School! • Passed a motion to review the PG Section at NUS National Conference <p>No questions were asked. Questions can be emailed to: postgraduate@guild.bham.ac.uk</p>	Noted
6	Housing and Community Officer Update and Questions	<p>The Housing and Community Officer provided a verbal update.</p> <p>Projects working on since the last meeting:</p> <ul style="list-style-type: none"> • Safety bus scheme will be launched 	Noted

		<ul style="list-style-type: none"> • Community Wardens helping students to feel safe in the area. • Launching a StreetWatch Scheme in September • Reporting accurate crime stats • Free D-Locks and bike register kits • Audit of Selly with the Design Out Crime team • Online Housing platform on Facebook 900 members • Working with Marks out of Tenancy review service, • running a deposits campaign around the end of June • Developing a Housing Strategy • Oversaw the new community strategy • Indoor recycling bags will be distributed to students who live in Selly Oak • Junkbusters is coming soon throughout • Outdoor gyms • Completely restructured RA Scheme with big events coming up; student staff recruited <p>No questions were asked. Questions can be emailed to: housing@guild.bham.ac.uk</p>	
7	Representation and Resources Officer Update and Questions	<p>The Representation and Resources Officer provided a verbal update.</p> <p>Projects working on since the last meeting:</p> <ul style="list-style-type: none"> • National Conference- Attended as member of NEC. Ran in election for a Vice President position. UoB's motions were either passed or have been put forward to the next NEC meeting as there was not enough time for them to be heard. • Elections De-brief. Rounding up final thoughts to be able to hand over to the next officer team. • Joes Bar- New daily specials including desserts and drinks deals ☺ • Beliefs and Commitments work- together the officer team has reviewed the beliefs and commitments of the organisation, our suggested changes will be approved by GPDG and will go up to vote in the first cycle of next year. • Grad Ball • Helping prep a session committee induction for student groups • Handover work • Green impact Award- completed workbook, had audit and now waiting for decision. • Finished work on incident/disciplinary process in the Guild <p>No questions were asked. Questions can be emailed to: representation@guild.bham.ac.uk</p>	Noted
8	Sports Officer Update and Questions	<p>The Sports Officer provided a verbal update.</p> <p>Projects working on since the last meeting:</p> <ul style="list-style-type: none"> • Sports day - free event on the 26th May, with lots of activities, a football tournament, BBQ and much more! 	Noted

		<ul style="list-style-type: none"> • Destressfest free exercise classes • Sports Ball and Sports Awards coming up • Club conference planning • Wellbeing week with Henny in April - I HEART ME <p>No questions were asked. Questions can be emailed to: sports@guild.bham.ac.uk</p>	
9	Welfare Officer Update and Questions	<p>The Welfare Officer's updates were provided by the Chair of Officer Question Time.</p> <p>Projects working on since the last meeting include:</p> <ul style="list-style-type: none"> • Toilet door support signs are now done. Speaking to the university to try incorporate these support signs to other places on campus. • Working with Kris to set up nighttime buses. • Working with the university to look at online support services and also suicide prevention training. <p>The room was reminded that any queries could be addressed to the Welfare Officer directly via email to: welfare@guild.bham.ac.uk</p>	Noted
10	Part-Time Officer Updates and Questions	No Part-Time Officers were in attendance. The Chair noted that this was most likely due to it being exam season.	Noted
11	Honorary Life Memberships	<p>The President explained that Honorary Life Memberships (HLM) are awarded to nominated students who have made a significant long-term contribution or a one-off outstanding contribution to the Guild during their time here. HLMs allow these students to vote in General Meetings, join groups and use Guild facilities. The Nominations Committee met on the 15th of May and discussed HLM nominations. Following this meeting, HLMs were awarded to:</p> <p>This year's Honorary Life Memberships were awarded to:</p> <ul style="list-style-type: none"> • Molly Ashton • Calum Coker • Curtis Collins • Nina Ma <p>The President presented HLMs to Curtis Collins and Nina Ma, who were both in attendance.</p> <p>The President explained that all Full-Time and Part-Time Officers will also receive lifetime memberships.</p>	Noted
12	Trustee Board Annual Report	<p>The President presented a summary of the Trustee Board's achievements during the academic year. They explained that the Trustee Board has ultimate responsibility for the Guild, including legal compliance, financial viability and reputation. The Board consists of 7 Officers, 4 Student Trustees and 7 External Trustees.</p> <p>Achievements of the Trustee Board in the 2017-2018 academic year include:</p> <ul style="list-style-type: none"> • 11th September 2017: Approved the RA Review which lead to the creation of the newly restructured RA Scheme. 	Noted

		<ul style="list-style-type: none"> • 11th September 2017: Approved the creation of Guild Policy Development Group • 23rd October 2017: Approved the Officer Review which resulted in the Postgraduate Officer role becoming permanent and making the International Officer a full time role. • 8th January 2018: Approved the Guild's new People Strategy, which is designed to improve the experience of both core and student staff • 5th March 2018: The Full Time Officer Team presented their action plans for the rest of the academic year and these were approved. • 5th March 2018: Approved plans for the Guild's first year of operation on the Dubai Campus, ensuring that students will be represented. • 14th May 2018: Approved the Guild's new Community Strategy, including an expanding Community Warden Scheme. <p>No questions were asked.</p>	
13	Officer Team 2018-19 Welcome	<p>The Chair invited Officer Elects in attendance to introduce themselves.</p> <ul style="list-style-type: none"> • Reece Roberts (President Elect) • Robyn Macpherson (Activities and Employability Officer Elect) • Simon Price (Sports Officer Elect) 	Noted
14	AOB	<p>No questions asked.</p> <p>The Representation and Resources Officer thanked the Chair for their dedication to Officer Question Time.</p> <p>The Chair thanked the Officers in return.</p>	Noted

The Chair closed the meeting at 18.40

Date of next meeting: Term 1 of 2018/19 academic year (Details TBC)