

FULL TIME OFFICER GROUP MINUTES

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

Present

Tobiloba Adeyemi, President **(President) (Chair)**
 Rob Hegarty, Sports Officer **(SO)**
 Jules Singh, Education Officer **(EO)**
 Wei-Lun Chen, International Officer **(IO)**
 Amie Raphael, Activities and Employability Officer **(AEO)**
 Rebecca Cutler, Postgraduate Officer **(PGO)**
 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 02.11.20	The minutes from Monday 2 nd November were approved as an accurate record of the meeting.	Approved
2	Industrial Action	<p>The EO updated the Officer team on developments with possible campus strike action by UCU in opposition to continued in-person teaching during the national lockdown. The EO noted that UCU nationally were balloting for strike action.</p> <p>The Officer team discussed their position on possible upcoming strike action. JT updated the team on the Guild's current policy in relation to campus industrial action. The PGO noted that the Guild's new democratic structure would affect any democratic action on strike action.</p> <p>The Officer team discussed their position on possible strike action.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>
3	UEB Agenda Items	The Officer Team discussed the upcoming UEB/Guild meeting. SJ to circulate over email.	Noted
4	Supporting Students During the Lockdown	<p>The Officer team discussed the Guild's approach to support students during the national lockdown. The PGO noted that while the Guild building remained open, many students would not want to visit campus during the lockdown.</p> <p>The Officer team discussed the decision-making process around keeping the Guild building open. JT noted that the decision had been made by Guild Emergency Management Groups (GEMT) in consultation with the chair of the Trustee Board. JT noted that in-person support activity continued for</p>	Noted

		<p>the Community Wardens, with the building in-use to support Hall Reps and Student Mentors phone-banks. JT noted that other student's unions had taken similar approaches in retaining limited services in their buildings.</p> <p>The President updated the Officer Team on planned communications to students on Guild support services during the lockdown. The President noted an ongoing survey to collect student's views on University services during the lockdown.</p> <p>The Officer team discussed their stance on the University's approach to the lockdown. The PGO noted that in their view, the Officer team had not agreed a common position prior to communications being sent out. The Officer Team discussed their communications processes between FTOG meetings and the use of social media chats.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>
5	UCU Balloting	No Items noted.	Noted
6	Lunch Choices	The EA asked the officer team for their lunch choices for an upcoming away day.	Noted
7	Diaries	<p>The Officer team discussed their key meetings for the week ahead:</p> <p>WCO – Student Voice Sessions, GEMT, Jo Duberley meeting, Pause Evaluation Meeting, Virtual Office Hours, CAL CAAC, and Officer/SMT Away Day.</p> <p>EO – Student Voice Sessions, 1:1 Jon Elsmore, SAPC, SRSAB, Disabled Students Experience meeting, staff shortlisting, Student Experience CEC sub-group, Assessment Support, UMC, Officer/SMT Away Day.</p> <p>AEO – Student Voice Sessions, MDS reps meeting, MDS CEC, UoBE Festival Working Group, interview shortlisting, Welcome 2020 review, Officer/SMT Away Day.</p> <p>IO – Student Voice Sessions, Blue Edge training session, International Officer's catch-up, Year abroad induction meeting, Student Engagement Sub-group CEC, Officers/C&M meeting, Welcome 2020 Review meeting, Officer/SMT Away Day.</p> <p>SO – Student Voice Sessions, CEO 1:1, Guild Project meeting, Sports Teams Captains catch-up, Activities Committee planning, JSAC, Video collation, Action Learning set meeting, Gym charges meeting, Officer/SMT Away Day.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

		<p>PGO – Student Voice Sessions, Disabled Students T&F Group, PG Engagement Committee, Decolonisation training, Officer/SMT Away Day.</p> <p>President – Student Voice Sessions, Burn FM interview, SMT meeting, Student Voice team meeting, CWG Steering Group meeting, Officer/SMT Away Day.</p>	<p>Noted</p> <p>Noted</p>
8	Priority Campaigns/ Officer Wins	<p>The Officer's presented their 'Officer Wins' from the last week:</p> <p>WCO – n/a.</p> <p>AEO – Successful Scrutiny Panel meeting.</p> <p>President – Scrutiny Panel, Graduations video.</p> <p>PGO – n/a.</p> <p>SO – Successful Scrutiny Panel meeting, Gym charges.</p> <p>IO – Enrichment session with BIA students.</p> <p>EO – US Election event.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
9	University Relationships	No Items noted.	Noted
10	Guild Communications/ Social Media	<p>The Officer Team noted the following items for promotion via social media:</p> <ul style="list-style-type: none"> • Officer radio show • Support Month 	Noted
11	Schools/Colleges/ Dubai Update	<p>The SO noted a positive LES CQAC meeting. The SO noted bespoke support in LES for students in-person and remotely.</p> <p>The IO noted positive engagement with college reps in CAL.</p> <p>The PGO noted plans for a 'reps hour' for a regular catch-up/'social session to facilitate information sharing across colleges.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>
12	Part Time Officers	<p>The SO noted ongoing work with the EEO on single-use plastics. The AEO noted a proposal at UEB to make Ecosia the default search engine on University computers.</p> <p>The WCO noted ongoing work with the WO on Reclaim the Night.</p> <p>The EO noted a positive event held by the EMO and LGBTQSO.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>
13	Officer Training and Development	The Officer team discussed an upcoming away day session.	Noted

14	AOB	No Items noted.	WCO
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The meeting closed at 12:00.

Signed

Date

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