

Present

Tinajie (Alice) Liu, International Officer **(IO) (Chair)**
 Vanessa Chigariro, Education Officer **(EO)**
 Florence Craddock, Sports Officer **(SO)**
 Reeve Isaacs-Smith, Welfare & Community Officer **(WCO)**
 Acacia Matthews, Guild President **(President)**

Also in Attendance

Jo Thomas, Chief Executive **(JT)**
 Sam Jones, Executive Assistant **(SJ)** (note taker)

Apologies

Isobel Lawson, Activities & Employability Officer **(AEO)**
 Benjamin Lockley, Postgraduate Officer **(PGO)**

No	Item for Discussion	Notes	Action
1	Minutes from 07.11.2022	<p>The Chair presented the previous minutes, dated the 7th November 2022, for the Officer Team's approval.</p> <p>The Officer Team approved the minutes as an accurate record of the meeting.</p>	<p>Noted</p> <p>Approved</p>
3	Officer Open Forum	<p>The SO updated the Officer Team on plans to hold an open forum meeting for students as a face to face meeting, as an alternative to responding to student questions on social media.</p> <p>The Officer Team discussed options to arrange and promote a new Officer Open Forum event, via the Guild's social media channels. The SO noted the value of making the process of submitting questions quick in advance, via a web form on the Guild Website or via social media. The WCO noted the value of having a permanent location for the Officer's team's responses online. The EO noted that the submission process should not be anonymous.</p>	<p>Noted</p> <p>Noted</p>
4	Director's Interviews	JT and SJ updated the Officer Team on the process and timeline for the upcoming Guild Director Interviews on Wednesday 16 th November. The Officer Team discussed their participation in the process. The WCO agreed to feedback the Officer Team's thoughts to the Interview panel on the day.	Noted
5	PG Hub	The Officer Team agreed to carry forward the item to the following FTOG meeting.	Noted
6	Money Matters	The EO presented a draft 'Money Matters' information sheet, for promotion on the Guild Website to support students with the cost of living. The WCO suggested a number of changes, noting some out	

		<p>of date information about the University's hardship fund process. The WCO suggested included additional external support services which students were able to access.</p> <p>JT suggested discussing the draft content with the Guild Advice team. The EO and WCO agreed to feedback to Guild Advice, to feed into a re-written statement. The SO noted that the content should be more concise.</p> <p>The Officer Team discussed renaming the page to 'Managing Your Money'.</p> <p>The Officer Team discussed additional content to include on scholarships available from the University. The IO noted additional funding available to International Students post-COVID-19.</p>	<p>Noted</p> <p>EO/WCO</p> <p>Noted</p> <p>Noted</p>
7	Officer's Secret Santa	The Officer Team discussed arranging an Officer Team Secret Santa. JT suggested arranging a staff team-wide Secret Santa.	Noted
8	Officer Key Meetings	<p>President – SPRC, VC 1:1, Director Interview Panel.</p> <p>IO – Language Café, UKCISA Conference presentation.</p> <p>EO – Education Committee, MDS Director of Education meeting, Graduate Attributes Committee.</p> <p>SO – Sustainability Town Hall planning, Fossil Free careers meeting, Activities Committee.</p> <p>WCO – Hardship Fund development meeting, Engagement and Volunteering meeting, Planning for Donations to Community Pantry, Welfare & Liberation Committee.</p> <p>PGO – n/a.</p> <p>AEO – n/a.</p> <p>The President noted a positive meeting with the NUS VP HE.</p> <p>The EO updated the Officer Teams on discussions on Timetable and Calendar changes at the most recent University Senate meeting.</p> <p>The WCO noted positive meetings with 'Better than Well' on possible sober socials.</p> <p>The SO noted a positive Club Development Exec meeting, with representatives from several sports teams.</p> <p>The IO noted a positive meeting with the Study Abroad team, which discussed outreach in the Guild building and plans for incoming international students in January 2023.</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> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
9	Remits/ Projects	The Officer Team discussed their project list, including dates for update.	Noted

		The EO noted a college rep social held in the previous week.	Noted
10	Schools/Colleges/ Dubai Update	The Officer Team discussed the University's plans for the College of Life & Environmental Sciences (LES), noting ongoing discussions with the University about the future of the structure of the college. The President noted plans to raise with the University, noting the importance of consultation with campus trade unions if there were plans for staffing changes.	Noted
11	Part Time Officers	The WCO updated the Officer Team on the TNBSO's plans to hold a vigil for Trans Day of Remembrance, over the coming week. The WCO invited officers to attend. The President noted that they were in touch with the WO, and would be arranging a meeting with them.	Noted Noted
12	AOB (Any Other Business)	The IO invited the Officers to all attend the upcoming Language Café event in the library. The President updated on recent meeting with the Climate Justice UOB group of students, who were continuing to campaign for the University to commit to full divestment from the fossil fuel industry, which the Guild also supported. The President noted their concerns about fossil fuel companies acting as partners including Shell and Exxon Mobil at University attending University careers fairs. The Officer Team discussed their stance on attending meetings during planned strike UCU strike days over the coming weeks.	Noted Noted Noted

The Chair closed the meeting at 12:50.