

Present

Acacia Matthews, Guild President (**President**)
 Tinajie (Alice) Liu, International Officer (**IO**)
 Reeve Isaacs-Smith, Welfare & Community Officer (**WCO**)
 Benjamin Lockley, Postgraduate Officer (**PGO**)
 Florence Craddock, Sports Officer (**SO**)
 Vanessa Chigarro, Education Officer (**EO**) (**Chair**)
 Isobel Lawson, Activities & Employability Officer (**AEO**)

Also in Attendance

Jo Thomas, Chief Executive (**JT**)
 Jen Toone, Senior HR Coordinator (**JTO**) (note taker)

The Chair welcomed everyone and the meeting started at 12:20

No	Item for Discussion	Notes	Action
1	Minutes 19.06.23	<p>The Chair presented the minutes of the previous meeting, dated Monday 19th June 2023, for the Officer Team's approval.</p> <p>The Officer Team approved the minutes as an accurate record of the previous meeting.</p>	<p>Noted</p> <p>Approved</p>
2	Degree Graduation Dates	<p>JT requested an update on the list of degree dates and the Officers who were attending.</p> <p>The AEO agreed to share the list with the Officers, JT and People & Admin Manager.</p>	<p>Noted</p> <p>AEO</p>
3	Officer Diaries	<p>The Officer Team discussed their diaries for the week ahead and possible clashes.</p> <p>AEO - Commercial Strategy Ops Meeting, Chancellors' Dinner, Activities Dashboard Working Group.</p> <p>PGO – PG Research Festival, Awards Ceremony, Three Week Period Working Group Workshop, Catch up with Director of Registry.</p> <p>SO – Cool insight Mentoring Session, Sustainability Group, Annual leave.</p> <p>WCO – Dignity, Respect Oversight Group with WCO (elect), Selly Stakeholders, Sums review of APP Financial Support Schemes.</p> <p>IO – Meeting with China institute to discuss Chinese Ambassador meeting, Council, University International Committee.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

		<p>President – Council, Chancellors Dinner, Representation and Identity project.</p> <p>EO – Sums review, Student Status, Belong Birmingham project catch up.</p>	<p>Noted</p> <p>Noted</p>
4	Projects	<p>SO updated the Officers on the Hockey alumni event that ran alongside an Open Day and gave the opportunity to potential students to get involved on a coaching session and have a discussion. Hey Brew also attended and was a successful event.</p> <p>The SO also noted that they will discuss with the SO (elect) and Senior Managers to ensure the continuation of alumni events next year.</p> <p>The WCO noted that Marks Out of Tenancy was going really well and congratulated the PGO on their hard work.</p> <p>The EO updated the Officers on the change to fees with EPS but noted it is still an ongoing discussion.</p> <p>The IO noted Friday's events for celebrating results and end of year social.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
5	Schools/Colleges/ Dubai Update	Not discussed	Noted
6	Part-Time Officers	Not discussed	Noted
7	AOB	<p>The Officers discussed their availability to meet with Comms & Marketing and discussed when they could attend:</p> <p>Monday 26th June – PGO & IO Thursday 29th – President, WCO & SO</p> <p>JT to request an additional date and time for the EO and AEO</p> <p>JT asked all Officers to return their work phones.</p> <p>JT updated the Officers on their flat moves noting they will need to re-sign contracts.</p> <p>The WCO noted some of the Officers had begun handover and wished good luck to the both new and continuing Officers</p> <p>The EO noted they will need to handover FTOG to the Officers (elect). JT noted they will be invited to the meeting on 10th July for handover.</p> <p>Meeting Ended 12:50</p>	<p>Noted</p> <p>Noted</p> <p>JT</p> <p>ALL</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>