# Executive Meeting Minutes

## Date: 16th February 2021 Time: 2pm

## Location: Online

Members: Diversity Officer, Ellis Muirhead (EM), Student Communities Officer, Esther Clissett (EC), President, Alpha Jallow (AJ), Vice-President, Alice Young (AY)

In Attendance: Representation and Advocacy Coordinator, Cassie O’Boyle (COB), Guild Director, Sarah Kerton (SK)

Apologies: Deputy Director, Andy Barnett (AB)

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| Item | Title |
| 1 | EM introduced the meeting. |
| 2 | AY noted there could be a potential conflict of interest due to |
| 3 | The minutes of the previous meeting were approved.  Section 6 regarding the updates was noted as being monthly rather than weekly. |
| 4 | AY updated that she had a meeting booked in with Sustainability and so the actions were ongoing. |
| 5 | EM updated that he was attending a meeting about LGBT+ history month with the leader of the society and Alice Wilby on 17th February.  AY updated that she was working on getting education forum up and running, contacting students from the engagement tracker, and working on the UCB succeeds campaign.  AJ updated that he was supporting a student through the disciplinary procedure, as well as adding a place for students to share their dissertation surveys in. He was also working on supporting students with elections.  EM had been working on the engagement tracker. |
| 6 | COB provided an update on Elections and asked all officers to reach out to students to encourage them to run. COB suggested they reached out to their society leaders, course reps, students they have worked with over the year ahead etc. |
| 7 | EC provided an update on UniStyle, a hoodie supplier. The organisation are Birmingham based and is ran by a group of students who have set up this business and so EC asked if we would consider changing over. SK noted that as we were in the NUS consortium, we would have to have something we don’t already have rather than replacing our current hoodie offer because of the contract we have with NUS.  **Decision/Action:** AB to circulate the information on the hoodies so that executive can decide if they want to pursue this further. |
| 8 | Everyone in the meeting noted their personal win from the week. |
| 9 | AY updated the Executive on the UCB succeeds campaign and agreed to circulate the paper she had created. |