

Executive Meeting

Date: 25th March 2020, Time: 2-4pm

Location: Online

Members: President, Ross Loveitt (RL), Vice-President Education, Alpha Jallow (AJ), Communities Officer, Ashlea-Jayne Mallett (AJM), Diversity Officer, Paula Couto (PC)

In Attendance: Guild Manager, Sarah Kerton (SK), Representation and Advocacy Coordinator, Cassie O'Boyle (COB), Development Coordinator, Nathan Ganley (NG)

Apologies:

Item	Title
1	RC introduced the meeting.
2	No conflicts of interest were declared.
3	The minutes of the previous meeting were approved.
4	The action log was not updated in this meeting.
5	No society proposal forms were received.
6	No financial requests were received.
7	<p>The Executive discussed COVID-19 and what the Guild should do in response to the crisis and influx of student feedback. The Executive agreed:</p> <ul style="list-style-type: none"> • To pass the UCB Guild of Students COVID-19 policy. This can be found on the UCB Guild of Students website and includes policy positions on teaching and assessment, accommodation and the support the Guild will offer to students and student leaders. • To meet with the University to lobby them to adopt key points from the UCB Guild of Students COVID-19 policy. • To upload an ideas forum to the website to enable students to post their ideas and suggestions. With the capability for the wider student body to vote on these. • Set up a Chat Bot and an FAQ page survey so that students have easy access to a member of Guild Staff that can support in answering questions or signposting students. • Develop a COVID-19 information page with FAQs, government advice and links to the University information pages.
8	There was no additional business.

