

## Full-Time Officer Group (FTOG)

Teams or Mandela

### Present

Alex Keen, Education Officer (**EO**)

Hope Aquilina, Welfare & Community Officer (**WCO**)

Lara Parker, Sports Officer (**SO**) (Chair)

Devansh Jhamnani, Activities & Employability Officer (**AEO**) (joined at 12:11)

### Also in Attendance

Jo Thomas, Chief Executive (**JT**)

Chike Dike, Executive Assistant (**CD**) (note taker)

### Apologies

Syed Sadath, Guild President (**President**)

Ritakshi Maheshwari, Postgraduate Officer (**PGO**)

The Chair welcomed everyone, and the meeting started at 12:00.

No	Item for Discussion	Notes	Action
1	<b>Minutes of the Previous meeting (27.01.25)</b>	<p>The Chair presented the minutes of the previous meeting, dated the 27<sup>th</sup> of January 2025 for the Officer Team's approval.</p> <p>The Officer Team approved the minutes as an accurate record of the meeting.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
2	<b>Officer Updates from Previous Week</b>	<p><b>IO</b> – Dubai Students' Association Student Forum.</p> <p><b>EO</b> – successful EPS Focus Group discussion with students, campus teaching space meeting.</p> <p><b>WCO</b> – visit to Parliament on Wednesday with 52 other officers to discuss housing, house booking timeline and the guarantor scope.</p> <p><b>AEO</b> – meeting with marketing team on the use of AI for applications.</p> <p><b>SO</b> – Activities Committee, Budget Review Group.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
3	<b>Officer Diaries</b>	<p>The Officer Team discussed their key meetings for the week ahead:</p> <p><b>SO</b> – meeting with UBSport about Club Exec, Women in Sport meeting, Budget Review Group.</p> <p><b>WCO</b> – 360 Review with Coole Insight, Violence Against Women &amp; Girls event, interview panel.</p> <p><b>EO</b> – meeting with the library team on group work best practice, presenting at Student Experience and Engagement Group, UoBXtra Steering Group, Chairing Audit &amp; Risk Committee.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>

		<p><b>AEO</b> – Student Entrepreneurship Working Group meeting, Student Success Stories podcast catch-up, College Education Committee, UoBXtra Steering Group, Guild Award planning meeting, MedSoc.</p> <p><b>IO</b> – Audit &amp; Risk Committee, University Council Presentation &amp; Dinner.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
4	<b>Officer Projects</b>	<p><b>WCO</b> – Housing.</p> <p><b>EO</b> – Research Talks in Deb Hall.</p> <p><b>IO</b> – Food Festival.</p> <p><b>AEO</b> – Student Success Stories podcast, Alumni Networking Event.</p> <p><b>SO</b> – exploring opportunities for Guild involvement with Club Execs, Women in Sport Campaign.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
5	<b>Schools/Colleges/ Dubai Update</b>	No items to discuss.	<b>Noted</b>
6	<b>Part-Time Officers</b>	EO noted that the Guild Officer Group meeting took place the previous week and highlighted that it might be worth increasing the duration of the Guild Officer Group meeting as it is not enough time to discuss everything in detail. WCO added that it would be useful if the Officers send their project updates in advance of the meeting to make time for more discussion.	<b>Noted</b>
7	<b>Officer Brainstorm Session</b>	Nothing to note.	<b>Noted</b>
8	<b>AOB</b>	<p>SO noted that this week is Marquee Week.</p> <p>AEO shared updates on progress/planning of the Activities and Employability fair with the Officers.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>

The meeting finished at 12:41.