

## Full-Time Officer Group (FTOG)

Teams or Mandela

### Present

Alex Keen, Education Officer (**EO**)  
 Syed Sadath, Guild President (**President**) (Chair)  
 Hope Aquilina, Welfare & Community Officer (**WCO**)  
 Devansh Jhamnani, Activities & Employability Officer (**AEO**)  
 Lara Parker, Sports Officer (**SO**)

### Also in Attendance

Jo Thomas, Chief Executive (**JT**)  
 Chike Dike, Executive Assistant (**CD**) (note taker)

### Apologies

Ritakshi Maheshwari, Postgraduate Officer (**PGO**)  
 Ravikiran Rajashekar, International Officer (**IO**)

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

No	Item for Discussion	Notes	Action
1	<b>Minutes of the Previous meeting (03.02.25)</b>	<p>The Chair presented the minutes of the previous meeting, dated the 3<sup>rd</sup> of February 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>SO</b> – Club Exec project meeting with UBSport and Women in Sports event.</p> <p><b>AEO</b> – 360 review with Coole Insights, introduction shoot for Student Success Stories Podcast project.</p> <p><b>President</b> – University Council meeting, EDI Committee.</p> <p><b>EO</b> – Student Charter presentation at Student Experience Group Committee meeting, meeting with External Adviser for the University, Audit &amp; Risk Committee.</p> <p><b>WCO</b> – Adviser interview on Friday, event planning with Community Safety Team.</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> – Women in Sports meeting, Sports Teams Kit Focus Group, EDI Working Group, E&amp;E Committee, Engagement Committee briefing.</p> <p><b>WCO</b> – Drugs and Alcohol Action Group Meeting, Activities &amp; Employability Fair, interviews for adviser role, HR Committee.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>

		<b>EO</b> – Apprenticeships and Partnerships Committee, catch-up with Registry.  <b>AEO</b> – Guild Awards auditions, ValeFest Planning meeting, Activity & Employability Fair, Spring Career Fair, Engagement Committee briefing.  <b>President</b> – 125 <sup>th</sup> Anniversary Project Board, Student Advisory Group.	<b>Noted</b>  <b>Noted</b>  <b>Noted</b>
<b>4</b>	<b>Officer Projects</b>	<b>WCO</b> – Housing, 'Know Your Rights' project.  <b>EO</b> – 125 Talks, interdisciplinary project.  <b>President</b> – Coffee with President project.  <b>AEO</b> – Student Success Stories podcast, Alumni Event.  <b>SO</b> – Women in Sport project, Club Exec.	<b>Noted</b>  <b>Noted</b>  <b>Noted</b>  <b>Noted</b>  <b>Noted</b>
<b>5</b>	<b>Schools/Colleges/ Dubai Update</b>	No items to discuss.	<b>Noted</b>
<b>6</b>	<b>Part-Time Officers</b>	No items to discuss.	<b>Noted</b>
<b>7</b>	<b>AOB</b>	No items to discuss.	<b>Noted</b>

The meeting finished at 13:00.