

Full-Time Officer Group (FTOG)

Teams or Mandela

Present

Abhijeet Patel, Sports Officer (**SO**) (Chair)
 Emeline Brown, Activities & Employability Officer (**AEO**)
 Jacob Dyke, Education Officer (**EO**)
 Abby Kenrick, Welfare & Community Officer (**WCO**)
 Simrah Inamdar, International Officer (**IO**)
 Aliasgar Gandhi, Postgraduate Officer (**PGO**)

Also in Attendance

Jo Thomas, Chief Executive (**JT**)
 Amy Simon, Executive Assistant (**AS**) (note taker)

Apologies

Antonia Listratt, Guild President (**President**)

The Chair welcomed everyone, and the meeting started at 14:25.

No	Item for Discussion	Notes	Action
1	Minutes of the Previous meeting (06.10.25)	<p>The Chair presented the minutes of the previous meeting, dated 06.10.25 for the Officer Team's approval.</p> <p>The Officer Team approved the minutes as an accurate record of the meeting.</p>	<p>Noted</p> <p>Noted</p>
2	Officer Updates from Previous Week	<p>SO – UB Sports meeting, Sports night feedback, Alumni Impact funds drop-ins, Team 12, GOG, Sports night theme forward planning, Open day, UEB/Guild meeting.</p> <p>WCO – SHAG week working group, Cost of Living working group. Discussed housing issues and Don't Rush to Rent campaign. Partnering with Housr. JUC, Sheffield Hallam SU meeting – community fridge discussion.</p> <p>EO – Discussion with Head of Pharmacy to ensure students have a positive Community placement offer. Meeting with Director and Assistant Director of Registry re timetabling, UEB, University Education Committee, Guild Compact. University Recruitment Targets Board Open Day Catchup with AEO, Education Innovation Advisory Group. Student Rep Advisory Board with Deputy Pro Vice Chancellor for Student Experience. JUC, Democracy interviews. Open day. Discussion with Deputy Pro Vice Chancellor for Student Experience and Head of School of Engineering</p> <p>PGO – Monthly catch-up with Director and Assistant Director of Registry. UEC, Student Rep Advisory Board, PG Student Experience working group, Chemical Engineering talk, PG&I forum planning, JUC, UEB.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

		<p>AEO – SHAG working group, Alumni Impact Fund Guild drop-ins, Student Activities, Team 12, GOG, Open Day talks preparation, JUC, Catch up with Residence Life Manager. Meeting with Worklink representative. Catch up with Student Activities Coordinator re Careers Network. Treasurers' Network discussions, Open Day.</p> <p>IO – SHAG working group, Registrar & Secretary introduction, GOG, Council, RGSU session, JUC, Dubai discussion, planning meeting regarding PGI forum, LES Talk, 121 with Director of Accommodation and Operations, Open Day.</p>	<p>Noted</p> <p>Noted</p>
3	Officer Diaries	<p>The Officer Team discussed their key meetings for the week ahead:</p> <p>SO –UB Sports working group and sports night forward planning, Activities Committee, Sports Club Members Forum pre-meet, Engagement Action Group for Sustainability, Sports Club meeting, Community Organising training.</p> <p>WCO – UoB Landlords' meeting, EDI Committee, Liberation Forum, Activities Committee, 121s with Director of Student Affairs and Interim Director of Accommodation and Operations, Campus and Community Safety Group, Disability Inclusion Group, EDI Task Force, Student EDI Manager meeting, Local MP meeting.</p> <p>EO – Audit & Risk Committee, Chancellor breakfast, Pro-Vice-Chancellor Education catch up, NSS working group, Team 12, LESmeeting, 125 Talk Meeting with Director of Education for the EPS, Chat to Change event, Director of Digital and Learning Technologies. 121 with Deputy Pro Vice Chancellor for Student Experience.</p> <p>PGO – Pro-Vice-Chancellor Education catch up, Audit and Risk Committee, LES CQAAC, Community Organising training.</p> <p>AEO – Activities Committee, University Chaplaincy Engagement group, Community Organising training.</p> <p>IO – Audit and Risk Committee, meeting for Food Festival, University Council, Food Festival, 121s with Director of Accommodation and Operations and Director of Student Affairs, Community Organising training.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
4	Officer Projects	<p>SO – Sport Access Fund, Accommodation with UB Sports,</p> <p>WCO – SHAG week, Liberation Forum, Chat for Change, Harm reduction and health communications, Don't Rush to Rent prep.</p> <p>EO – Care Leavers video with University Chancellor, Educational Priorities with PVC Education, housing security and safety campaign, EPS meeting, Study Rooms project with the Director of Educational Technologies and Learning Environments.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>

		<p>PGO – PG&I forum, PG Community event. Resource creation for the PGs, Worklink and Careers Network, meeting with Deputy Pro Vice Chancellor for Student Experience.</p> <p>AEO – Chairs’ Network, Worklink/Residence Life collaboration.</p> <p>IO – Food Festival, PG&I forum, Chinese society, International Student consultation.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>
5	Schools/Colleges/ Dubai Update	EO Mid-module reviews LES, CAL peer-to-peer marking and reading week, past papers for all Colleges and Schools.	Noted
6	Part-Time Officers	No items to discuss.	Noted
7	AOB	No items to discuss.	Noted

The meeting finished at 15:04.