

Full-Time Officer Group (FTOG)

Teams or Mandela

Present

Alex Keen, Education Officer **(EO)**
 Devansh Jhamnani, Activities & Employability Officer **(AEO)**
 Ravikiran Rajashekar, International Officer **(IO)** (Chair)
 Lara Parker, Sports Officer **(SO)**

Also in Attendance

Jo Thomas, Chief Executive **(JT)**
 Chike Dike, Executive Assistant **(CD)** (note taker)
 Jane Baston, Student Voice Manager **(JB)** (item 7 only)

Apologies

Hope Aquilina, Welfare & Community Officer **(WCO)**
 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 | Minutes of the Previous meeting (06.01.25) | <p>The Chair presented the minutes of the previous meeting, dated 6th 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>Noted</p> <p>Noted</p> |
| 2 | Officer Updates from Previous Week | <p>EO – Meeting with Director of Education on due diligence attendance meetings, EPS College Education Committee.</p> <p>SO – Managers Away Day, Meeting with Registrar and Academic Registrar.</p> <p>AEO – Room Booking System with Chaplaincy, Activity and Employability Fair.</p> <p>IO – Food Festival Meeting.</p> | <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> |
| 3 | Officer Diaries | <p>The Officer Team discussed their key meetings for the week ahead: Trustee Board away day.</p> <p>SO – SSG, GISU, meeting with Business Development Manager, Coole Insight meeting.</p> <p>EO – URAT, STARS steering group meeting, RGSU Officers & CEO conference.</p> <p>AEO – Meeting with Careers, Activity and Employability Fair, Selly Express Catch Up, PhD Research Portal Group Meeting.</p> | <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> |

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| | | IO – Study Abroad and Exchanges Orientation Briefing and C&M Meeting. | Noted |
| 4 | Officer Projects | EO – presentation at RGSU. SO – Setup Meeting for Club Execs. AEO – Student Success Story Podcast, Meeting with Graduate School. IO – Freshers' Week Food Festival. | Noted Noted Noted Noted |
| 5 | Schools/Colleges/ Dubai Update | JT asked if any of the Officers have provided feedback to the Dubai Student Association regarding the new logo, and IO noted that the feedback has been sent. | Noted |
| 6 | Part-Time Officers | No items to discuss. | Noted |
| 7 | Officer Elections Update | JB joined the meeting at 12:36. JB highlighted that the notice of election went out the previous day and noted voting will be open from Monday 10th March 2025 till Friday 14th March 2025. JB noted that for any of the Officers rerunning there is a code of conduct that would govern their behaviour throughout voting week. JB noted an FAQ sheet has been developed in conjunction with the University around Visa's and leave of absences. SO asked if it is correct that societies can endorse, and sports clubs cannot. JB confirms that this correct and that there will be accompanying guidance. IO asked if there was any budget to promote the elections, JB confirmed there was an incentive budget. JB left the meeting at 12:48. | Noted Noted Noted Noted Noted Noted |
| 8 | AOB | SO noted that they attended an EDI meeting and requested the IO's involvement in the campaign moving forward. | Noted |

The meeting finished at 13:00.