

## Full-Time Officer Group (FTOG)

Teams or Mandela

### Present

Jacob Dyke, Education Officer (**EO**)  
 Antonia Listratt, Guild President (**President**) (Chair)  
 Abby Kenrick, Welfare & Community Officer (**WCO**)  
 Emeline Brown, Activities & Employability Officer (**AEO**)  
 Abhijeet Patel, Sports Officer (**SO**)

### Also in Attendance

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

### Apologies

Simrah Inamdar, International Officer (**IO**)  
 Aliasgar Gandhi, 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 (08.07.25)</b>	<p>The Chair presented the minutes of the previous meeting, dated the 8<sup>th</sup> July 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> – Meeting with UB Sport Head of Department, Handover sessions.</p> <p><b>WCO</b> – Handover, Meeting with Director of Student Services.</p> <p><b>EO</b> – Meeting with PVC of College of Arts and Law.</p> <p><b>AEO</b> – Meeting with Careers Network to discuss launch of employability modules.</p> <p><b>President</b> – Meeting with VC and Registrar, manifesto planning.</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: Graduation Ceremonies.</p> <p><b>SO</b> – Meeting with Sports Club Manager, Meeting with UB Sport staff, BUCS Conference.</p> <p><b>WCO</b> – Meeting with Guild Advice.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>

		<p><b>EO</b> – Meeting with Director of Education College of Medicine and Health, Meeting with Head of College of Engineering, Meeting with Outreach and Deputy PVC for Student Engagement.</p> <p><b>AEO</b> – Meeting with Student Activities, Wonkhe Class, Meeting with Res Life.</p> <p><b>President</b> – Office for Students Meeting, manifesto planning.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
<b>4</b>	<b>Officer Projects</b>	<p><b>SO</b> – Manifesto discussion with UB Sport.</p> <p><b>WCO</b> – Housing Campaign, work with Security Team.</p> <p><b>EO</b> – Work with Colleges, project with Outreach.</p> <p><b>AEO</b> – Welcome Week work, Societies' Presidents meeting.</p> <p><b>President</b> – Setting up Community Breakfast, Housing.</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>
<b>5</b>	<b>Schools/Colleges/ Dubai Update</b>	EO noted CAL Law School is changing their Tutors programme to 'Super Tutors' which has been successful in the Business School.	<b>Noted</b>
<b>6</b>	<b>Part-Time Officers</b>	No items to discuss.	<b>Noted</b>
<b>7</b>	<b>Chair Rota</b>	EB noted that they will not be available to chair FTOG on the 11 <sup>th</sup> of August.	<b>Noted</b>
<b>8</b>	<b>AOB</b>	<p>EO noted that there are students on scholarship from the Ghanaian government, who have had their fees payment delayed. EO noted that the University has given a deadline of 27<sup>th</sup> of September for the fees to be paid.</p> <p>President noted that they would like to move the timing of FTOG to 1pm. The Officers agreed.</p> <p>EO noted that Activities Committee and RGSU are to be added to next week's agenda.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>CD</b></p>

The meeting finished at 13:00.