

Full-Time Officer Group (FTOG)

Teams or Mandela

Present

Abhijeet Patel, Sports Officer (**SO**) (Chair)
 Simrah Inamdar, International Officer (**IO**)
 Emeline Brown, Activities & Employability Officer (**AEO**)
 Antonia Listratt, Guild President (**President**)
 Abby Kenrick, Welfare & Community Officer (**WCO**)

Also in Attendance

Amy Simon, Executive Assistant (**AS**) (note taker)

Apologies

Aliasgar Gandhi, Postgraduate Officer (**PGO**)
 Jo Thomas, Chief Executive (**JT**)
 Jacob Dyke, Education Officer (**EO**)

The Chair welcomed everyone, and the meeting started at 09:15.

No	Item for Discussion	Notes	Action
1	Minutes of the Previous meeting (08.12.25)	<p>The Chair presented the minutes of the previous meeting, dated 8th December 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 Top 3 Highlights from Previous Week	<p>SO – UB Sport catch up, Graduation, BUCS Officer Away Day, Finance Committee, Semester 2 Grant Allocation meeting.</p> <p>WCO – Drug and Alcohol steering group, Graduations, SHAG week drop ins.</p> <p>AEO – Guild Awards catch up, Graduation, Semester 2 Grant Allocation meeting, meeting with ACS.</p> <p>IO – 121s with Academic Registrar and Deputy PCV for Student Experience, Graduations.</p> <p>President – EDI and Freedom of Speech Task & Finish group, 121s with PVC Education and Academic Registrar, Finance Committee.</p>	<p>Noted</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:</p> <p>SO – Activities Committee, Interviews, Guild Action Group</p> <p>WCO – RSPV Sexual Violence Awareness training, Supporting Association with Campaigns meeting, Rent Distribution Process meeting.</p>	<p>Noted</p> <p>Noted</p>

		<p>AEO – Guild Awards meeting, Activities Committee, Complaints catch up meeting.</p> <p>IO – Cultures Connect Winter Social, Rent Distribution Process meeting, EMSO.</p> <p>President – Cost of Living meeting, Action Group, Rent Distribution Process meeting.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>
4	Officer Projects	<p>SO – Accommodation with UB Sports, Social Media Gym Promotion.</p> <p>WCO – SHAG week, Drug and Alcohol Harm Reduction communications, Women’s Safety Group.</p> <p>AEO – Worklink/Community Breakfast, ACS Careers Workshop, Chair’s Network.</p> <p>IO – International Student Hub website, Mandarin communications, Cultures Connect Winter Social.</p> <p>President – Cost of Living Hub, Amnesty International Pledge.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
5	Schools/Colleges/ Dubai Update	<p>IO noted conversations with the Dubai team regarding the Student Manifestos, the funding for societies and a member of staff responsible for careers.</p> <p>WCO noted that the responsibility of student elections has been clarified with EPS.</p>	<p>Noted</p> <p>Noted</p>
6	Part-Time Officers	WCO noted collaborations with the Women’s Officer on Sexual Misconduct Group, International Women’s Day and Women’s Month.	Noted
7	Leeds Visit	<p>AEO, IO and WCO noted that the visit is during SHAG week.</p> <p>Officers agreed to bring this item to the next meeting.</p>	<p>Noted</p> <p>Noted</p>
8	AOB	<p>AEO noted the Careers Network has confirmed their availability in January to discuss employability and are requesting some agenda points in order for them to invite relevant staff.</p> <p>AEO noted she and the President wish to discuss entrepreneurship.</p> <p>IO noted in India, colleges invite companies to a careers fair on campus, where interviews take place and each company commits to hiring a fixed number of students. IO further noted, she and PGO are researching how these agreements are made.</p> <p>IO noted she is exploring how to further support students seeking jobs in their home countries, focusing on other countries as well as India and China.</p> <p>WCO noted information on managing time effectively when applying to graduate schemes is important and queried what support with applications is available.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

	<p>President noted the important of having commercial awareness in the law field and noted a workshop on this would be useful as well as interview and application support.</p> <p>President requested that the Officers provide topics for their strategy day.</p> <p>AEO noted there are no team projects currently due to a focus on individual officer projects. President noted that ideas can be brought to the strategy day and the External Mentor will support the development.</p> <p>President noted that the Good Governance working group suggested the Officers present a paper at a Trustee Board. WCO noted an update can be provided on the previous Officer away day.</p> <p>President noted a paper for Council is being authored and suggested more suggestions for its contents were discussed at the strategy day.</p> <p>SO noted EO will be chairing Joined Up Conversations.</p> <p>AEO noted a potential collaboration with the Guild Officers and the University of Nottingham Students' Union.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
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The meeting finished at 09:43.