

Full-Time Officer Group (FTOG)

Teams or Mandela

Present

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

Also in Attendance

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

Apologies

Ravikiran Rajashekar, International Officer (**IO**)

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

No	Item for Discussion	Notes	Action
1	Minutes of the Previous meeting (10.02.25)	<p>The Chair presented the minutes of the previous meeting, dated the 10th 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>Noted</p> <p>Noted</p>
2	Officer Updates from Previous Week	<p>SO – E&E Committee meeting, LES College Education Committee.</p> <p>WCO – Activities and Employability Fair, Drug and Alcohol Impact Support call.</p> <p>AEO - Activities and Employability Fair, Communication Coordinator Interviews.</p> <p>President – 125th Anniversary Board project, Student Advisory Group.</p> <p>PGO - College Quality Assurance Committee, timetabling, Go Green Week discussion, Graduate Research Board meeting.</p> <p>EO - 125 Talks, Student Charter discussion, meeting with Director of Registry.</p>	<p>Noted</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 – Guild Award shortlisting, Engagement Committee, Sport Exec catchup meeting.</p>	<p>Noted</p> <p>Noted</p>

		<p>WCO – Student Drugs & Alcohol Impact Steering Group, Guild Award shortlisting, event planning for March event, Community Breakfast meeting.</p> <p>EO – Guild Award shortlisting, Curriculum 125 stakeholder meeting, interviews for Student Voice Manager.</p> <p>PGO – Quality Assurance Meeting.</p> <p>AEO – Good Campus Relations meeting, Engagement Committee, Guild Award Planning meeting.</p> <p>President – Good Campus Relations meeting, Guild Award Panel.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
4	Officer Projects	<p>SO – Club Exec Terms of Reference, planning for Women in Sport focus group.</p> <p>WCO – ‘Know Your Rights’ content for housing, Cost of Living paper.</p> <p>AEO – Global Networking Event, podcast, PHD portal.</p> <p>President – Coffee with President project.</p> <p>PGO – working with Student Voice to create a PGT Student Group in the Guild, Go Green Week.</p> <p>EO –125 talks in April, ‘You Said, We Did’ campaign.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
5	Schools/Colleges/ Dubai Update	JT noted that a meeting has been had with members of the Dubai Students’ Association Management Team to discuss expectations, future meetings and website updates.	Noted
6	Part-Time Officers	No items to discuss.	Noted
7	AOB	EO noted that there is a regional NUS meeting at University College Birmingham in March and prompted the Officers to sign up if they are interested in attending.	Noted

The meeting finished at 13:00.