

Full-Time Officer Group (FTOG)

Mandela

Present

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

Also in Attendance

Jo Thomas, Chief Executive (**JT**)
 Lisa Clark, People & Admin Manager (**LC**) (note taker)

Apologies

None

The Chair welcomed everyone, and the meeting started at 13:00.

No	Item for Discussion	Notes	Action
1	Minutes of the Previous meeting (14.07.25)	<p>The Chair presented the minutes of the previous meeting, dated the 14th of July 2025 for the Officer Team's approval.</p> <p>2 minor changes to be amended noted in the minutes.</p> <p>The Officer Team approved the minutes as an accurate record of the meeting.</p>	<p>Noted</p> <p>LC</p> <p>Noted</p>
2	Officer Updates from Previous Week	<p>SO – Meeting re Club Memberships, attended the BUCS Conference.</p> <p>WCO – Attended training, took part in the Graduation Ceremonies, meeting with the Residence Life Manager.</p> <p>EO – Meetings with the Director of Education at the College of Medicine & Health, the Deputy Director of Education and the Head of College for Engineering & Physical Science. Took part in Graduation ceremonies.</p> <p>PGO – Working on action plans & manifesto and meeting with Guild staff, took part in Graduation ceremonies, meeting with the Director of Finance & Systems.</p> <p>AEO – Shortlisting for a core staff role, took part in Graduation ceremonies, met with Guild Advice.</p> <p>IO – Took part in Graduation ceremonies, worked on manifesto action plan.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

		President – Took part in Graduation ceremonies, meeting with the Director of Operations, invited to a University EDI Committee, meeting about the Cost of Living initiatives, meeting with the Chair of the Trustee Board, responding to emails from students.	Noted
3	Officer Diaries	<p>The Officer Team discussed their key meetings for the week ahead:</p> <p>SO – Training meeting with UB Sport Participation Manager</p> <p>WCO – Core staff interviews, Officer action plan session, Wonkhe training, EDI task group with UOB, on leave on Friday</p> <p>EO – Attending a UOB Misconduct hearing as support, meeting with Student Voice staff, meeting with incoming Provost and Head of College for EPS.</p> <p>PGO – 121 with Director of Community & Representation, Officer action plan session & Wonkhe training</p> <p>AEO – Training, complaints catch up, 121 with the Student Activities Manager, Team 12,</p> <p>IO – Training, Wonkhe session, 121 with the Senior Voice Coordinator for action plans, meetings with Careers Network</p> <p>President – Cost of living working group, training, team 12, 121 with the Student Voice Manager, Wonkhe session</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 – sports access fund to be launched, working on my manifesto, sport campus league</p> <p>WCO – Working with Guild Advice to approach students moving back to University re housing campaigns, community safety campaigns with the MP's and West Midlands Police, Community Pantry & Community Breakfast</p> <p>EO – Housing Campaign, meet with Outreach, 125 Talks</p> <p>PGO – First introductory meeting with Student Groups</p> <p>AEO – Looking to plan an event at the start of term for Presidents of societies and training</p> <p>IO – Food Festival planning looking to involve societies in this</p> <p>President – Community Pantry with the AEO and Cost of Living Working Group, research on data and how to use it in projects, EDI meeting with the University who are applying for Silver accreditation in Race Equity Charter.</p>	Noted
5	Schools/Colleges/ Dubai Update	<p>EO noted College of Engineering & Physical Sciences want to work with the Law School regarding the use of AI for feedback.</p> <p>President noted there were issues with the use of AI in the Law School previously, the EO will clarify the use of AI with the College of Engineering & Physical Sciences.</p>	Noted

	Activities Committee & RGSU	<p>FTOG discussed the Activities Committee noting that usually the SO & EO are on this Committee. AEO provided an overview of the Activities Committee work. All agreed the WCO will be on be on this committee.</p> <p>It was noted that the agenda for RGSU is not yet available – 14th & 15th August in London- Queen Mary's. This item is to be added to next week's FTOG agenda.</p>	<p>Noted</p> <p>LC</p>
6	Part-Time Officers	<p>President to reschedule their meeting with the Ethnic Minorities Officer</p> <p>President has updated the Women's Officer on the UOB EDI meeting in relation to consent / Not On Campaign noting that consent training will be mandatory for all incoming students.</p>	<p>Noted</p> <p>Noted</p>
7	AOB	<p>President noted they had actions from the UOB EDI meeting for further discussion with the Officers.</p> <p>FTOG noted and discussed the NUS Open Letter.</p>	<p>Noted</p> <p>Noted</p>

The meeting finished at 12.50.