

Present

Jacob Dyke, Education Officer (**EO**) (Chair)
 Antonia Listratt, Guild President (**President**)
 Emeline Brown, Activities & Employability Officer (**AEO**)
 Abby Kenrick, Welfare & Community Officer (**WCO**)
 Simrah Inamdar, International Officer (**IO**)

Also in Attendance

Jo Thomas, Chief Executive (**JT**)
 Amy Simon, Executive Assistant (**AS**) (note taker)

Apologies

Abhijeet Patel, Sports Officer (**SO**)
 Aliasgar Gandhi, Postgraduate Officer (**PGO**)

The Chair welcomed everyone, and the meeting started at 12:32.

No	Item for Discussion	Notes	Action
1	Minutes of the Previous meeting (01.08.25)	<p>The Chair presented the minutes of the previous meeting, dated 1st December 2025 for the Officer Team's approval.</p> <p>The Officer Team approved the minutes as an accurate record of the meeting.</p>	Noted Noted
2	Officer Top 3 Highlights from Previous Week	<p>WCO – Student Living Group, Accessibility Oversight Group, Tackling Sexual Misconduct working group.</p> <p>EO – University Education Committee, Selly Oak tour with Deputy PCV for Student Experience, 121 with Head of College LES.</p> <p>AEO – Chairs Network, Carol Service, Complaints meeting with Committee member.</p> <p>IO – Scam Support meeting, Scrutiny Panel.</p> <p>President – Meeting with Deputy PCV for Student Experience, Cost of Living discussions.</p>	Noted Noted Noted Noted Noted
3	Officer Diaries	<p>The Officer Team discussed their key meetings for the week ahead:</p> <p>WCO – filming for Consent Matters course, NotOn consent project feedback, Drug & Alcohol steering group.</p> <p>EO – Graduations, DARO meeting, URAT, College Education Committee, 121 with Director of Education CoSS and Head of College EPS.</p>	Noted Noted

		AEO – 121 with PVC Education, Guild Awards meeting, Graduations. IO – Dubai Student Forum, filming for International Student Information, Graduations. President – EDI FoS Task and Finish group, Guild Officer Group, 121 with PVC Education.	Noted Noted Noted
4	Officer Projects	WCO – SHAG working week, Sexual Misconduct cases and comms promotion. EO – 125 talks preparation, Canvas premium accounts review. AEO – Chair's Network, ACS Careers Network workshop. IO – International Students marketing request, Mandarin communications project. President – Marketing requests and planning events for January, paper writing.	Noted Noted Noted Noted Noted
5	Schools/Colleges/ Dubai Update	WCO noted at the EPS College Education Committee there was confusion regarding whether Student Rep recruitment is a school responsibility. EO noted awareness of this matter	Noted
6	Part-Time Officers	WCO noted work with Women's Officer on Tackling Sexual Misconduct group – actions for the Guild have been developed. AEO noted work with Ethnic Minority Student's Officer on a Cultural International Societies and Business Development event.	Noted Noted
7	Bournemouth University visit	President noted on 15 th December the FTOs from Bournemouth Students' Union would like to have a tour of the Guild and meet up with several officers. President will look to rearrange the date to January.	President/ CEO
9	Strategy Day	President noted that the External Mentor can return for the Strategy Day subject to availability once the Officers decide the intended outcomes of the session.	Noted
10	AOB	IO queried the format of the Officer Action Plan item for the Trustee Board. CEO noted updated action plans can be submitted in line with recent Officer Wins. AEO noted Careers Network would like to meet with the Officers regarding employability. ASi to organise a meeting. 2 hours w/c 12 th Jan officers. President noted the Director of Engagement could be brought into the conversation regarding entrepreneurship. AEO agreed and suggested Business Development Manager should also be involved.	Noted Noted ASi

The meeting finished at 13:16.