

# Full-Time Officer Group (FTOG)

Teams

## Present

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

## Also in Attendance

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

The Chair welcomed everyone, and the meeting started at 13:06.

No	Item for Discussion	Notes	Action
1	<b>Minutes of the Previous meeting (27.10.25)</b>	<p>The Chair presented the minutes of the previous meeting, dated 27<sup>th</sup> October 2025 for the Officer Team's approval.</p> <p>The Officer Team approved the minutes as an accurate record of the meeting.</p>	<b>Noted</b> <b>Noted</b>
2	<b>Officer Updates from Previous Week</b>	<p><b>SO</b> – Communications meeting, Club activity Committee meeting, Sports Feedback forum catchup, CAL Committee meeting.</p> <p><b>WCO</b> – Director of Student Affairs catch up re women's safety, 'Change, Grow, Live' Drug and Alcohol training, Feminist Society catchup, SHAG week student groups catchup, Bin strikes outreach planning, Representation Strategy meeting.</p> <p><b>EO</b> – Director Education for CMH - Improving quality of placements and reporting, Head of Education in School of Pharmacy, School of Biosciences restructure, Elected Reps forum, 121 with Director of Education in College of Social Sciences, Deputy Director of Education College of Arts and Law meeting, 121 with Deputy PVC for Student Experience, Worklink/Guild Officer drop in event.</p> <p><b>PGO</b> – PG meeting, Thesis submission event, Guild PG drop in, Elected Reps forum, PGI forum filming, Residence Life PG queries event, Worklink/Guild Officer Drop in event, PGT careers support meeting, PGR Film club.</p> <p><b>AEO</b> – Guild Awards planning meeting, Worklink/Guild Officer drop in event, Incident meeting.</p> <p><b>IO</b> – University misconduct meeting, Voice and Representation meeting, PGI forum preparation, Worklink/Guild Officer drop in event.</p>	<b>Noted</b> <b>Noted</b> <b>Noted</b> <b>Noted</b> <b>Noted</b> <b>Noted</b>

		<b>President</b> – event proposal development, anti-colonisation forum preparation, Law School movie screening, EDI/FoS task and finish group, Liverpool SU President meeting, SOS UK meeting, UN meeting, Queen Mary SU President meeting, meeting with charities regarding outreach activities.	<b>Noted</b> <b>Noted</b>
3	<b>Officer Diaries</b>	<p>The Officer Team discussed their key meetings for the week ahead:</p> <p><b>SO</b> – UB Sport SMT meeting, Comms photoshoot, Trustee Board, Worcester visit to film, Action Plan development.</p> <p><b>WCO</b> – Drug and Alcohol Impact support call, Black Student Feedback call, Trustee Board, SHAG week, Cost of Living project, Safe Zone, Reclaim the Night, Drug and Alcohol communication development, Disabled students' contribution group, social media training.</p> <p><b>EO</b> – Trustee Board, Meeting with Guild Chair, Prep for Senate, Head of College of Life and Environmental Sciences, Senate, Director and Assistant Director of Registry meeting, Quality Enhancement Standards Committee, PTO support meeting.</p> <p><b>PGO</b> –Meeting with Guild Chair, PGI forum planning, LES College Committee briefing, Senate pre-meet, Senate, Doctoral Research Board, Director and Assistant Director of Registry, LES College Education Committee, QESC meeting, PTO support meeting, Central Scholarship Oversight Committee.</p> <p><b>AEO</b> – Meeting with Guild Chair, event incident meeting x2, SHAG week working group, Worklink visit to Community Breakfast, Uni disciplinary panel, Room bookings meeting, Good Campus Relations, Interviews, Worklink and Res Life meeting, student media research meeting.</p> <p><b>IO</b> – Trustee Board, IST meeting, Meeting with Guild Chair, PGI forum planning, SHAG week working group, HR Committee briefing, 121 with Director of Student Affairs, UOB Investments briefing, PTO support meeting.</p> <p><b>President</b> – Trustee Board, Cost of living working group, CQAAC meeting, Good Campus Relations, UOB Investments briefing, Amnesty International meeting, PTO support meeting, Decolonisation forum preparation.</p>	<b>Noted</b> <b>Noted</b> <b>Noted</b> <b>Noted</b> <b>Noted</b> <b>Noted</b> <b>Noted</b> <b>Noted</b>
4	<b>Officer Projects</b>	<p><b>SO</b> – Sports Access Fund, participation increase with UB Sports.</p> <p><b>WCO</b> – Reclaim the Night, SHAG week, Liberation working group.</p> <p><b>EO</b> – placements quality, mid module questionnaires, Elected Reps Forum, Law school collaboration.</p> <p><b>PGO</b> – PG community – re-elections, PGI forum, Careers Network collab, PG community development, Worklink collaboration.</p>	<b>Noted</b> <b>Noted</b> <b>Noted</b> <b>Noted</b>

		<p><b>AEO</b> – Worklink collaboration, Careers network collaboration, Treasurers' network, Chairs' network.</p> <p><b>IO</b> – Orientation programme, Visa communications with International Student Team, PGI forum.</p> <p><b>President</b> – Community pantry and breakfast development, marketing request for anticolonisation forum, anti-apartheid week.</p>	<b>Noted</b> <b>Noted</b> <b>Noted</b>
<b>5</b>	<b>Schools/Colleges/ Dubai Update</b>	<b>EO</b> – Pharmacy collaboration regarding placement.	<b>Noted</b>
<b>6</b>	<b>Part-Time Officers</b>	<p><b>WCO</b> – reclaim the Night and Fem Soc collaborations, working with Disabled Students' officer and encouraging students to volunteer contributions.</p> <p><b>EO</b> – SANDAM meeting with Disabled Students' officer.</p>	<b>Noted</b> <b>Noted</b>
<b>7</b>	<b>AOB</b>	<p>Officers discussed December graduation dates and the Leeds SU visit.</p> <p>President – raised that some students have approached them to propose a referendum in order to disaffiliate with the NUS. Officers agreed further information and context would be required before a vote is possible.</p> <p>AEO noted the IO's idea of distributing more communications in other languages e.g. Mandarin. WCO noted this is important when groups need to engage with safety and risk communications. JT to explore further with IO.</p>	<b>Noted</b> <b>Noted</b> <b>JT/IO</b>

The meeting finished at 14:00.