

## Full-Time Officer Group (FTOG)

Teams or Mandela

### Present

Alex Keen, Education Officer (**EO**)  
 Devansh Jhamnani, Activities & Employability Officer (**AEO**)  
 Ravikiran Rajashekar, International Officer (**IO**)  
 Ritakshi Maheshwari, Postgraduate Officer (**PGO**) (Chair)

### Also in Attendance

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

### Apologies

Lara Parker, Sports Officer (**SO**)  
 Syed Sadath, Guild President (**President**)  
 Hope Aquilina, Welfare & Community Officer (**WCO**)

The Chair welcomed everyone, and the meeting started at 12:10.

No	Item for Discussion	Notes	Action
1	<b>Minutes of the Previous meeting (16.12.24)</b>	<p>The Chair presented the minutes of the previous meeting, dated 16<sup>th</sup> December 2024 for the Officer Team's approval.</p> <p>The Officer Team approved the minutes as an accurate record of the meeting.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p>
2	<b>Officer Updates from Previous Week</b>	Nothing to discuss.	<b>Noted</b>
3	<b>Officer Diaries</b>	<p>The Officer Team discussed their key meetings for the week ahead:</p> <p><b>EO</b> – meeting with EPS College rep, EPS College Education Committee, Student Groups Coordinator recruitment.</p> <p><b>PGO</b> – Trustee Board briefing, MMT/Officers away day.</p> <p><b>AEO</b> – Broadcast Project meeting, meeting with Guild TV, Activity and Employability Fair meeting, Guid Awards Planning meeting.</p> <p><b>IO</b> – Trustee Board briefing, MMT/Officers away day.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
4	<b>Officer Projects</b>	<p><b>AEO</b> – Student Success Stories Podcast, PhD Portal project.</p> <p><b>IO</b> – Refreshers, Food Festival.</p> <p><b>EO</b> – Research Showcase, NSS work.</p> <p><b>PGO</b> – Wellbeing Postgraduate event.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>

<b>5</b>	<b>Schools/Colleges/ Dubai Update</b>	<p>AEO noted that a new logo was sent from the University of Birmingham Dubai Student Association for approval from the Guild.</p> <p>JT noted that the logo has elements of the University's crest, and would need to obtain permission from the University, if possible.</p> <p>JT noted the need to have a conversation with the Student Association on how we can provide guidance and help them achieve what they want with the rebranding.</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>DJ/JT</b></p>
<b>6</b>	<b>Part-Time Officers</b>	No items to discuss.	<b>Noted</b>
<b>7</b>	<b>AOB</b>	No items to discuss.	<b>Noted</b>

The meeting finished at 13:00.