

Present

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

Also in Attendance

Jo Thomas, Chief Executive (**JT**)
 Amber Challinor, HR Coordinator (**AC**) (note taker)

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

No	Item for Discussion	Notes	Action
1	Minutes of the Previous meeting (22.07.24)	<p>The Chair presented the minutes of the previous meeting, dated the 22nd July 2024, 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 Diaries	<p>The Officer Team discussed their key meetings for the week ahead:</p> <p>EO: DARO meeting, Meeting with Student Voice & Representation Manager, taking annual leave</p> <p>President: EDI meeting, Meeting with the encampment, Influencing the university training</p> <p>WCO: Meeting with the Communications Manager about an invisible disabilities campaign, Selly Oak stakeholders meeting, Student campaign meeting</p> <p>IO: International student experience service team meeting, EDI briefing, Training sessions</p> <p>AEO: DARO meeting, Student groups complaints catch up with the Student Activities Manager, Activities committee training</p> <p>PGO: Filming with C&M department, Introduction to staff house, Recruitment training session.</p> <p>SO: UB Sport meeting, Influencing the university training, Activities committee meeting.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

3	Officer Projects	<p>The EO noted that they were involved with the University's 125th anniversary project, and that they had met with the Community & Representation Director to discuss the Student Rep system.</p> <p>The President noted that they are introducing sprint meetings each day with the Officer Team to discuss and find solutions to any critical issues or project blockers.</p> <p>The SO noted that they are working on creating a safe space for women's sports, such as introducing women's only sessions at Tiverton Gym.</p> <p>The WCO noted that they are working on the cookbook project and have met with the Community Welfare managers and the C&M department about this.</p> <p>The IO noted that students have requested free trial passes to the gym. The SO noted that this might be a difficult request and suggested the possibility of gym tours to introduce students to the gym.</p> <p>The Officer Team discussed the pros and cons of printing business card with the Officer's information on them. The SO noted that they were opposed to this idea due to sustainability and finance concerns but that they would support a scannable QR code as an alternative.</p> <p>The Officer Team agreed that they should have a stall at the society fair in order to reach students.</p> <p>The AEO discussed an idea for the introduction of a livechat function for the Guild website.</p> <p>The PGO noted that they are working on postgraduate engagement for welcome week, including speed dating and ice breaker activities and noted that they were working on a Bollywood night. The PGO noted that they were collaborating with the IO on PG and International student mixer events.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
4	Schools/Colleges/ Dubai Update	Nothing to discuss.	Noted
5	Part-Time Officers	The EO noted that they had met with the Trans and Non-Binary Officer and discussed the progression of gender neutral toilets in the Guild.	Noted
6	AOB	<p>The SO provided an update on the UOB alumni competing at the Olympics.</p> <p>JT noted the upcoming catch up with the Vice Chancellor and asked the Officer Team to consider some talking points. JT requested that this item be added to next week's FTOG agenda.</p> <p>JT noted the refurbishment plans for the Guild venues and that visuals should be received this week. JT asked the Officer Team to review the visuals once received.</p>	<p>Noted</p> <p>Officer Team AC</p> <p>Officer Team</p>

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The meeting finished at 13:00.