

MINUTES OF A UNION EXECUTIVE COMMITTEE MEETING HELD
AT 10.00 AM ON TUESDAY 9 NOVEMBER 2010 IN THE ENTERPRISE CENTRE

Present: President (in the Chair)
 Vice-President Education
 Vice-President Community
 Vice-President Welfare
 Vice-President Sport
 Vice-President Scarborough Campus (by video link)

Attending: Paul Tatton, Chief Executive
 Hannah Darnborough, Marketing & PR Co-ordinator

Apologies: James Brooks, Director of Commercial Services & Marketing
 Julie Watson, Director of Membership Services & HR
 Wayne Cullen, Scarborough Union Manager

| | | <u>Action</u> |
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| 1 | <u>Apologies</u> - James Brooks, Wayne Cullen, Julie Watson | |
| 2 | <u>Minutes of Previous Meeting</u> – Agreed. | |
| 3 | <u>Matters Arising</u> – President confirmed he had updated calendars for connection times. | |
| 4 | <u>Community Zone</u> (a) <u>Achievements and Progress</u> <ul style="list-style-type: none"> - Performance area – had a tough meeting with David Thompson but gained approval for a trial period. Discussed a launch day with Marketing and currently looking at floor surface suppliers. - Good meeting with Newland Traders about Christmas lights but VPC requested assistance with raising the profile of the event. - VPC attended a Newland Ward Forum to discuss and address their negative view of students. They were impressed – and softened slightly - with the impact report. - Meeting with John Leach – discussed the Societies award and the Derek Foster monies to fund a possible volunteering exchange project with the University of Pennsylvania. - Movember fundraising went well and VPC recorded his thanks to Adam and Pippa who raised in excess of £200. - The community tour and sport tour will be a joint event but will be recorded as separate tours for administrative purposes. - VPC continues to respond to noise complaints. - The Student Housing Accreditation Scheme review is to be finalised shortly – VPC is currently looking at ways of improving it. CE asked for this to be circulated. - VPC is currently working through standing orders with Sophie. - 25 hours engagement last week. | |

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Education Zone

(a) Achievements and Progress

- The Academic Council went well with 110 course representatives attending. 20 faculty representatives were elected.
- Course rep training is now complete. Posters have been circulated and course rep hoodies are now available, with 10 sold to date.
- The Education zone meeting went well on Friday. Emphasis was put on organising working groups or committees to get students more involved and active.
- The Library campaign is ongoing. VPE is meeting Richard Heseltine and will give feedback to him on the Sheffield visit and Ideas Cafe.
- Academic Council will be held in Scarborough on 15 November.
- VPE attending a conference in Manchester next week, funded by the Quality Office, on student engagement - how to communicate with the student body.
- Following recommendations from ULTAC, VPE is hoping to form a working group to review the current code of practice on representation. Review of the standing orders will be delayed until this is completed.
- 20 hours engagement

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Governance Zone

(a) Achievements and Progress

- President reported that the second Governance zone meeting would be held this week and they would be preparing questions for the next Trustees meeting, Council and NUS conference etc. He said that all zones should be holding these.
- Peter Moffat had 20 to the Student Champion project – a good start.
- 380 students will travel to the NUS demonstration in London including 2 coaches from Scarborough. Information had been sent out and a full itinerary would be given out on the coaches.

(b) CE Update

- CE reported a busy period. He will report separately on the meeting with Director of Finance, Registrar & Director of Facilities.
- CE attended a useful meeting at ACEVO. There was discussion on cuts affecting voluntary organisations involved with local government; a free VAT “makeover” was offered by the hosts and a networking opportunity for Volunteering with a charity organiser at a women’s refuge in Hull city centre.
- CE is currently working on the pensions policy to ensure we meet the requirements of the 2008 Pensions Act.
- The University has selected a customer services supervisor for the 2nd floor who starts next week. The counter will open in December.

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| 7 | <p>(c) <u>Memberships for approval</u></p> <ul style="list-style-type: none"> - Applications for Associate memberships for Jane Inckle and Bruce Hitchcock were approved. <p><u>Sport Zone</u></p> <p>(a) <u>Achievements and Progress</u></p> <ul style="list-style-type: none"> - VPS reported that the t-shirts for the NUS demonstration had arrived and it was agreed to sell them in the shop and on the coaches. - Tickets for the Fire & Ice ball went on sale yesterday and had sold out within 36 hours. - Details of the tour would be published this week – deposits of £60 payable by 10 December. - AU council meeting was being held this afternoon. VPS had circulated a Social Policy document which he hoped to introduce if everyone agreed with it. CE said it only needed a few minor alterations including clarification on the disciplinary process and penalties. Everyone should sign it. <p>(b) <u>Standing orders</u></p> <ul style="list-style-type: none"> - VPS would bring his standing orders to the next meeting as he was still working on minor changes with Sophie. | |
| 8 | <p><u>Welfare Zone</u></p> <p>(a) <u>Achievements and Progress</u></p> <ul style="list-style-type: none"> - Mental health day – huge success with over 250 raffle tickets sold. - VPW was able to reassure a homesick student and give advice on services available etc. - The second Welfare zone meeting was a success. The Women’s Committee and Disabled Students Committee were particularly active and making plans for rest of semester and into next year. - The housing advice sessions start next week and VPW is producing a questionnaire. Suggestions would be appreciated for events/sessions for the week. - Preparations were under way for the Finance week and SHAG week. - 22 hours engagement | |

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| 9 | <p><u>Scarborough</u></p> <p>(a) <u>Achievements and Progress</u></p> <ul style="list-style-type: none"> - VPSc reported that the Campaign Officer is working very hard and he is very proud of him. - VPSc was pleased to report that, following their campaign, sauce bottles were now available in the canteen. He was also happy to say he had found a drum which would assist in his support of the AU. - Scarborough are currently preparing for a Christmas fair. | |
| 10 | <p><u>Appointments for the week</u> – were discussed.</p> | |
| 11 | <p><u>Staff Issues</u></p> <p>(a) <u>Employee of the month</u></p> <ul style="list-style-type: none"> - Alex Mitchell and Lee Fallin would be joint recipients. | |
| 12 | <p><u>Any Other Business</u></p> <ul style="list-style-type: none"> - President reported that the Governance budget would show £5K down in period 3 but the figures did not include NUS extra cards and he was confident this would be made up within a short period by incoming funds. His campaign budget is now completely committed. | |
| 13 | <p><u>Disciplinarys</u></p> <ul style="list-style-type: none"> – In absence of James Brooks, not discussed. | |