

**MINUTES OF A UNION EXECUTIVE COMMITTEE MEETING**  
**Held at 10 am Friday 13 May 2011 at University House**

Present: President (in the Chair)  
 Vice-President Community  
 Vice-President Education  
 Vice-President Scarborough

Attending: Paul Tatton, Chief Executive  
 Julie Watson, Director Membership Services & HR  
 James Brooks, Director Commercial Services & Marketing  
 Wayne Cullen, Scarborough Union Manager  
 Sally Bates, minute-taker

Absent: Vice-President Sport  
 Vice-President Welfare

		Action
1	<u>Apologies</u> – VPS and VPW.	
2	<u>Minutes of Previous Meeting</u> - agreed.	
3	<u>Matters Arising</u> - none.	
4	<p><u>Community Zone</u></p> <p>a) <u>Achievements &amp; Progress</u></p> <ul style="list-style-type: none"> <li>• 250 students attended the Crime Prevention event and VPC hopes to run this again.</li> <li>• Volunteer Awards evening was a success.</li> <li>• VPC is attending a Planning Committee meeting next week to speak against the HMO proposals. The University are also getting involved in this.</li> <li>• VPC attending the Drama Society EGM on 17 May.</li> </ul> <p>b) <u>Society Ratification</u>          Approved for the English Society, Lovesock Society and the Green Society and noted that SAC volunteers and staff should be made aware of standing committees such as Environment Committee.</p> <p>c) <u>Union Volunteering Co-ordinator</u>          Reserved business.</p>	
5	<p><u>Education Zone</u></p> <p>a) <u>Achievements &amp; Progress</u></p> <ul style="list-style-type: none"> <li>• VPE has been finalising work on the student representation system and has finished the Code of Practice.</li> <li>• He has an Education Zone meeting today and Academic Council is being held next week.</li> <li>• The first Library development meeting is being held next week. His paper will be used to steer the group.</li> <li>• Assessment feedback is coming to an end, VPE will be reporting back next week.</li> </ul>	

6	<p><b><u>Governance Zone</u></b></p>	
7	<p>a) <u>Achievements &amp; Progress</u></p> <ul style="list-style-type: none"> <li>• President has been working on budget planning.</li> <li>• He will be rewriting President's letter for clubs and societies.</li> <li>• Attended the Scheme Exec meeting – they are producing a new website which is more fit for purpose.</li> <li>• President is considering alternatives to HUU in the City for next year and has thought of holding business breakfasts for businesses and charities where there may be opportunities for HUSSO both from a project aspect and for volunteers.</li> </ul> <p>b) <u>CE Update</u></p> <ul style="list-style-type: none"> <li>• CE thanked everyone on their preparation for the Trustee Board.</li> <li>• Individual budget meetings will be arranged prior to the next Board meeting. A scrutiny meeting will be arranged once they are completed.</li> <li>• CE thanked UEC for agreeing to him undertaking SUEI audits, which will bring in some funds.</li> </ul>	SB
8	<p><b><u>Welfare Zone</u></b> - report submitted.</p>	
9	<p><b><u>Scarborough</u></b></p> <p>a) <u>Achievements &amp; Progress</u></p> <ul style="list-style-type: none"> <li>• Fresher parents - 25 put their names forward.</li> <li>• VPSc was impressed with the new Student Trustees' contribution to their first Board meeting.</li> <li>• He is still awaiting the Community strategy from VPC.</li> <li>• Scarborough Education Officer has been very active and attended his first Learning &amp; Teaching meeting.</li> <li>• CE asked when the next Scarborough Exec meeting would be – VPSc to arrange and let CE know.</li> </ul>	VPC VPSc
10	<p><b><u>Any Other Business</u></b></p> <p>a) <u>Graduation ceremonies</u></p> <ul style="list-style-type: none"> <li>• President asked for assistance with the Graduation ceremonies – VPSc offered to cover Politics, VPC said he would like to do Drama, English, Politics and Sport. CE agreed to marshall in Scarborough.</li> </ul> <p>b) <u>NUS Officer Training</u></p> <ul style="list-style-type: none"> <li>• JW has had the dates for NUS training and attendance at this was discussed. VPS and VPW elect would be attending, and JW said she had funds available in her budget to cover the costs if anyone had not included this in their own.</li> </ul>	HH/ President
11	<p><b><u>Reserved Business</u></b> – discussed separately.</p> <p>Meeting closed.</p>	