

MINUTES OF A UNION EXECUTIVE COMMITTEE MEETING
Held at 10.00 am on Friday 14 January 2010 at University House

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

Attending: Paul Tatton, Chief Executive
 James Brooks, Director Commercial Services & Marketing
 Wayne Cullen, Scarborough Union Manager (video link)
 Sally Bates, minute-taker

Apologies: Vice-President Welfare
 Vice-President Sport
 Julie Watson, Director Membership Services & HR

		Action
1	<u>Apologies</u> – VP Welfare, VP Sport, Julie Watson	
2	<u>Minutes of Previous Meeting</u> - Agreed	
3	<p><u>Matters Arising</u></p> <p>10 (c) from minutes dated 20 December 2010 - James Brooks is preparing a service agreement to cover the relationship with the Sport & Fitness Centre.</p> <p>10 (f) minutes dated 20 December 2010 – CE is waiting for a response from our solicitors with regard to the Labour Club constitution.</p>	
4	<p><u>Community Zone</u></p> <p>a) <u>Achievements & Progress</u></p> <ul style="list-style-type: none"> • VPC reported that marketing for SUEI has been done. • Filing is up to date for semester 2. • A community warden scheme is now under way – this will be a year long project for VPC. • 59 societies are now on board compared to 40 last year. • Ongoing projects include: performance area, the Scheme , Jam payout and voluntary awards. VPC is currently working on hullstudent.com, refreshers week and the BBC meeting. • Appointments include: Artlink, the BBC and the Scheme Exec on Thursday. <p>c) <u>Societies to be ratified</u></p> <p>Foundation on Christ – VPC to check eligibility. HU Gilbert & Sullivan Society HU Duke of Edinburgh Society Hull Saudi Society Bounce-Urban Culture Society</p>	VPC

		Action
5	<p><u>Education Zone</u></p> <p>a) <u>Achievements & Progress</u></p> <ul style="list-style-type: none"> • Library campaign video was complete and had been presented at the Learning & Teaching Conference. It had been discussed at the breakfast meeting with the VC and SMT as being a key priority for the University and they had requested a copy of the video. VPE is also working on a paper which will be a shared perspective, not just a student's. • VPE is now working on the NSS which will continue up to the end of March and has been working with Marketing on the publicity. He requested support from staff to publicise the survey. • Arrangements are being finalised for the Academic conference on 17/18 February. In addition to a commitment from the VC, SMT, NUS and Diana Johnson, Hull North MP, VPE would like suggestions for other high profile speakers. • VPE will be involved with the periodic reviews, led by the Quality office. • He is currently working on the presentation for SUEI conference with VPS. 	
6	<p><u>Governance Zone</u></p> <p>a) <u>Achievements & Progress</u></p> <ul style="list-style-type: none"> • President has assisted VPE with the library campaign, completed his Court speech and is working on the university strategy. • President met with Frances Owen to discuss the freedom of information quest – to ensure we are made aware of any requests about HUU. • President said there may be problems at the University with copyright and data capture - the rules regarding intellectual property need to be clarified. • President is meeting Reece Andrew and Andrew Lee regarding charging practices at the Lawns – cleaners can set charges / wardens can set fines etc and procedures need to be set for cleaning charges. <p>b) <u>CE Update</u></p> <ul style="list-style-type: none"> • CE is preparing for the Trustee Board meeting and would like papers to be sent out on 21 January. He asked all Sabbs to prepare their progress with KPIs and forward to President by then. • The agenda for the strategy planning meeting on 19 January will be sent out today. • CE met with the Chief Finance Officer regarding the first floor development – a further discussion will follow. 	All
7	Sport Zone – not discussed	
8	Welfare Zone – not discussed	

		Action
9	<p><u>Scarborough</u></p> <p>a) <u>Achievements & Progress</u></p> <ul style="list-style-type: none"> • VP Scarborough has begun work on the community strategy and consulted Elaine Altuccini and Kathryn Oram-Robinson – will link into what the university is doing. • There is an ISA event in February which he is helping organise. • VPSc will look at other student unions for the cafeteria/student living room campaign and governance of satellite campuses. • He would like an ideas cafe for Scarborough – President and VPC to arrange meeting. • VPSc reported that there had been interest in the Exec position for next year. • Pressure was being applied by the University for more events – they want a funding model. JB said a minimum of £20K in funds would be required to run events there. Wayne Cullen to review bar takings after next week’s refresher events and then meet with the University. • President asked VPSc to check if the Q&A event on 10 February would still take place. 	<p>President /VPC</p> <p>WC</p> <p>VPSc</p>
10	<p><u>Any Other Business</u></p> <p>a) <u>University strategic plan</u> President is working on the student experience group - looking at how we define it, understand what we mean by it and produce a strategic plan and corporate document by 25 March. A meeting has been arranged for 25 January to discuss further. He has four key points he wants in the plan: personalised or individualised student experience, consistency = fairness, library redevelopment and defining the relationship between HUU and the University.</p> <p>b) <u>AGM</u> - Agreed to hold the AGM to tie in with Council.</p> <p>c) <u>Refreshers events</u> - VPC summarised the events arranged for next week.</p> <p>d) <u>Scarborough entertainment</u> - Discussed under ‘9’.</p> <p>e) <u>UEC review</u> VPC asked whether the frequency of the UEC meetings could be reviewed as he felt it was more useful to hold weekly meetings. President to ask VPW and VPS for their view and report back with a decision.</p> <p>f) <u>First floor development – office furniture</u> CE asked what filing storage is required for Sabb offices – all agreed on 3-drawer filing cabinets. A review of general system is being undertaken with a view to electronic filing in the future.</p> <p>g) <u>Exec Ball ticket allocations</u> JB advised that UEC are able to buy 60 tickets in advance of general sale.</p> <p>h) <u>Alex’s female friendly bingo night</u> To be discussed next meeting with VPW present.</p> <p>Meeting closed.</p>	<p>President</p>