

**MINUTES OF A UNION EXECUTIVE COMMITTEE MEETING HELD
AT 10.00 AM ON TUESDAY 16 NOVEMBER 2010 IN UNIVERSITY HOUSE**

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

Attending: Paul Tatton, Chief Executive
James Brooks, Director of Commercial Services & Marketing
Hannah Darnborough, Marketing & PR Co-ordinator
Helen Hunt, Admin Co-ordinator (part time)

Apologies: Julie Watson, Director of Membership Services & HR
Wayne Cullen, Scarborough Union Manager
Vice-President Scarborough Campus

		<u>Action</u>
1	<u>Apologies</u> - VP Scarborough, Wayne Cullen, Julie Watson	
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 and Progress</u></p> <ul style="list-style-type: none"> • VPC thanked all the Sabbs and everyone involved with the NUS demonstration for their efforts. • Standing orders have been reviewed. President advised these should be presented at the next zone meeting and then brought to the UEC meeting on 24 November. • The Scheme document has also been reviewed and will be passed to the University team at the end of the week. • Assistance with raising the profile of the Christmas lights event was requested. • The launch of the performance space has been postponed until semester 2. • A Prevent meeting has been arranged for Thursday and VPC is meeting Charles Buckle from the Anti Social Behaviour team on Wednesday. • 25 hours spent on engagement (includes NUS day). <p>(b) <u>Chair HUSSO</u></p> <p>VPC is concerned that as he is Chair HUSSO there is an inconsistency in his zone and as a result he is not getting feedback on activities and projects and volunteer attendance at zone meetings is becoming an issue. He will take this to the next zone meeting.</p>	Sabbs

Action

c) Chair Media

VPC discussed this role and that of the Editor, Hullfire and questioned whether it might be appropriate to make these separate positions. CE said agreement had been reached previously that all roles would be undertaken by volunteers. UEC to await results and feedback from Redbrick and the Ideas Cafe and then make a decision prior to January when the roles will be advertised again.

(d) Students against crime

VPC suggested that as this creates links with community and police groups and as there is a lack of interest in the position, it should be incorporated into his role. He will take the issue to the next zone meeting.

(e) ISA Badges

Chair ISA had complained that some volunteers/societies had their names on their badges and ISA did not. It was agreed that badges for next year would be consistent and nameless.

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Education Zone

(a) Achievements and Progress

- VPE attended Academic Council in Scarborough – 15 students attended and a number of good issues were raised.
- VPE met with Richard Heseltine to review the Library campaign and he was shown the videos of Sheffield and the Ideas Cafe.
- Shirley Bennett has suggested attending the annual Learning & Teaching conference and for VPE to make a presentation on innovation on the campus and the library.
- The NUS demonstration went well.
- VPE will visit Warwick University as part of the library campaign and will take a video camera and get views on their library.
- VPE submitted Academic Council minutes to ULTAC – there is a lot going on that is relevant for discussion.
- Attending the NUS/HEA conference on Thursday with Stuart Gilkes, Quality – will discuss student engagement etc.
- A second round of training for course reps starts next week and will include meeting skills and advanced course rep training. 30 hoodies have now been sold for course reps.
- 12 hours spent on engagement.

		<u>Action</u>
6	<p><u>Governance Zone</u></p> <p>(a) <u>Achievements and Progress</u></p> <ul style="list-style-type: none"> • President reported that overall the London demonstration went well and generated good media coverage for HUU. • President, VPC and VPS to visit Scarborough next Wednesday. CE recommended that VPSc is advised in advance of visits so he can accommodate MSU if necessary. If any meetings are arranged with Scarborough Executive Committee members who then do not attend VPSc is to be advised. <p>(b) <u>AGM</u></p> <p>A date for the next AGM was discussed. CE advised that audited accounts have to be approved by the Trustees prior to this and their next meeting was 1 February. President would consider dates, possibly prior to the next Council meeting.</p> <p>(d) <u>CE Update</u></p> <ul style="list-style-type: none"> • CE had spent two days in Scarborough over the last week. • A good meeting had been held with the Director of Finance and the first floor work continues to progress. CE is preparing a report for the University outlining financial requirements and this will be completed by the end of the week. • CE is also preparing a brief on pensions for submission to a pensions consultant for their consideration and advice. • A meeting had been held with a VAT consultant who had offered some constructive advice. 	
7	<p><u>Sport Zone</u></p> <p>(a) <u>Achievements and Progress</u></p> <ul style="list-style-type: none"> • VPS reported that AU membership stands at 1,885. The AU Ball is this Thursday – decorations arrived at 4 pm and help would be appreciated. • Deposits have started to come in for the tour and information is now on the website. • Last week VPS attended a meeting at the KC about a new community initiative – Solutions through Sport. President will be writing to the CE of Hull City AFC to confirm HUU’s interest. VPS recorded thanks to John Leach for the invitation to the meeting. • A Sports zone meeting is to be held this week. Standing orders will be presented at that meeting and then put to UEC next week. • VPS reviewed all AU forms and documents and found styles to be varied and inconsistent. He will ask Marketing for assistance in producing a consistent range. 	Sabbs

		<u>Action</u>
8	<p><u>Welfare Zone</u></p> <p>(a) <u>Achievements and Progress</u></p> <ul style="list-style-type: none"> • VPW reported that all buses returned from the London demonstration safely. • Finance Week was under way and final plans were in place for SHAG Week. • VPW had not been able to make contact with Welfare Officer, Scarborough. It was advised that she is currently on sick leave and agreed that VPC would speak to the Community Officer, who is covering for her. • VPW's meetings for the week included an Equality and Diversity Committee, Advice Centre training, Links and Welfare zone. <p>(b) <u>Proposal to reinstate room bookings policy</u></p> <p>VPW had received complaints from students about meeting rooms being block booked and proposed reinstating this policy. HH reported that there were issues with block bookings and then rooms not being used. Further pressure would be put on availability with the arrival of the University staff on the second floor. A key signing out procedure was being proposed which would identify when rooms were not being used and this could result in a society having their future bookings cancelled. It was agreed that a maximum of 6 hours per week would apply for clubs/societies with the exception of Performing Arts who would have a maximum of 15 hours. Requests for additional hours would be forwarded to VPC for consideration. Bookings could be made a semester in advance. VPW will amend the proposal for approval at the next UEC meeting.</p> <p>(c) <u>Housing Week plans</u></p> <p>See attached. VPW will be away at a NUS conference during the first week and VPC will take responsibility. They will both cover the second week.</p>	
9	<p><u>Scarborough</u></p> <p>VPSc had forwarded his weekly report in his absence.</p>	
10	<p><u>Appointments for the week</u></p> <p>See attached weekly reports.</p>	
11	<p><u>Staff Issues</u></p> <p>None raised.</p>	

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Any Other Business

(a) NUS Consultation

CE invited discussion about the NUS consultation document and questionnaire on "Transforming support for HE Students' Unions". It was agreed that President would complete the questionnaire and circulate it before sending out. If there were any differing views, additional questionnaires could be completed.

(b) PC Alistair Kennedy

The departure of PC Kennedy was discussed. JB advised that a replacement officer had been appointed. President would write to the Chief Superintendent to request details and stress the importance of the role.

Additional items raised:

(c) Fundraising

It had been noted that fundraisers using stalls in the Reception area had been blocking access to the shop. VPC to ensure anyone using the stalls is aware that the shop entrances need to be clear.

(d) Children in Need

It was agreed that Sabbs should be involved in Children in Need fundraising on Friday.

(e) Britain's Next Model

JB had received a request from the producers of "Britain's Next Model" for them to promote the show onsite. VPW will raise this at the Welfare zone meeting and it will then be put to Governance zone.

(f) Ratification of Society Constitutions

VPC asked for the following societies to be ratified: Hull Alternative Culture, The Post Graduate Society, HUCOS, Asian Society, Sci-Fi and Fantasy Society.

(g) Training

VPW had been approached by the University about a course in confidence building. There were strict rules about age and nationality of participants which the UEC felt would exclude many of the students who may have been interested in enrolling.

President advised there is a campaign in Leicester for activist training. If anyone is interested they should advise President.

Meeting closed.