

# MINUTES OF A UNION EXECUTIVE COMMITTEE MEETING

## Held at 10 am on Friday 16 September 2011 at University House

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

Attending: Paul Tatton, Chief Executive  
Laura Curtis, Manager Membership Services & HR  
Wayne Cullen, Scarborough Union Manager

### ACTION

1 **Apologies** - received from VP Community

2 **Minutes of Previous Meeting** - agreed

### 3 **Matters Arising**

- Discussion took place about whether the Code of Behaviour for BJL could be applied to KDL for consistency and it was agreed to consider this at first Scarborough Exec meeting.

VPSc

4 **Community Zone** - no report.

### 5 **Education Zone**

- a) Achievements & Progress
- The Student Written Submission has been completed.
  - VPE has also finished the Course Rep video and staff handbook.
  - Conference guests have been arranged.
  - VPE confirmed the Sabb video has been passed to Marketing.
  - VPE advised that the University is creating a working group to look at annexes to the Code of Practice – they would be more expansive and would re-write feedback good practice. Agreed for universal policy on late submission and over length.
- b) Standing Orders
- Passed with small number of changes including deletion of VPE as a voting member of the zone.

### 6 **Governance Zone**

- a) Achievements & Progress
- President had a walk round the Lawns to check preparation for arrivals and congratulated VPW on his hard work with training.
  - The subvention negotiating meeting went well with some positive signs.
  - Week 4 elections are all planned out with Sophie Reid driving them to free time up for recruiting / training.
- b) CE Update
- Annual discussion on insurance took place with Endsleigh – there are no unexpected increases in premiums.
  - A brief had been written for Advice Centre client management system to go to BAM.

- 7 **Sport Zone**
- a) Achievements & Progress
- VPS advised that the riding home venue for BUCS fixtures has been resolved.
  - He has been working on the BUCS system with Vicky Dean.
  - Hall Wars leaflet has gone to print prior to bed-dropping.
- 8 **Welfare Zone**
- a) Achievements & Progress
- Adopt a Fresher is in hand and Scarborough has had their training.
  - Patrick Vernon is visiting Hull on 4 November to talk about community health and mental health – funding has been secured.
  - VPW confirmed that stats on activity for Nightline would be produced. Chair Nightline wanted to run a “drop in” – however CE strongly advised against it for safety reasons. VPW to visit Nightline with CE.
- VPW
- 9 **Scarborough**
- a) Achievements & Progress
- VPSc was advised that Rock and Impact Reports were required for the welcome packs. President asked for Scarborough’s emergency number to be provided rather than his own personal number.
  - President queried the apparently lack of progress on feedback for Scarborough sports centre. It was agreed that questions for Ideas Cafe should be produced no later than 23 September.
  - Ladies volley ball BUCS entry to be queried.
- VPSc  
VPSc & VPS
- 10 **Any Other Business**
- a) MSU usage
- As this report had not been considered fully, President requested comments to be passed to him by Tuesday 20 September.
- b) Student Written Submission
- CE asked for the conclusion to be re-written so it looks more positive rather than a whinge for more money – additional resource will be key to improved student academic experience. Bibliography needs to be clearer.
- VPE
- c) Corporate ID
- The final draft was agreed and should be approved in next couple of weeks. Guidelines manual will be made available shortly and there should be a gradual roll-out to keep costs down.
- 11 **Reserved Business**
- Discussed separately.
- 12 **Next Meeting**
- President to try to arrange a meeting in week 2 – in the meantime, everyone to attend Ops meetings on 20 and 27 September.
- President