

# MINUTES OF A UNION EXECUTIVE COMMITTEE MEETING

## Held at 11 am on Friday 2 December 2011 at University House

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

Attending:  
Paul Tatton, Chief Executive  
James Brooks, Director of Commercial Services & Marketing  
Laura Curtis, Manager of Membership Services & HR

1 **Apologies** - received from VPSc

2 **Minutes of Previous Meeting** - agreed

3 **Matters Arising** - none

4 – 9 President advised that weekly reports would not be discussed but asked for them to be sent electronically to SB for inclusion with the minutes. **Action: All**

10 **Any Other Business**

a) Cause for Concern (leaflet attached)

- VPW circulated the amended leaflet. Further amendments were agreed, including Simon Allison to be the contact at the University Reporting Centre, Scarborough contact details to be added and a link on hullstudent.com to the Advice Centre.

b) West Hull Community Transport (email attached)

- VPC proposed the use of West Hull Community Transport for HUSSO following difficulties in finding regular drivers for its projects and the expense of using taxis. This was agreed and VPC to discuss insurance implications with Facilities Manager.

**Action: VPC**

c) HUU Awards (paper attached)

- VPC summarised his proposals for the HUU Awards, taking account of the Learning and Teaching Awards which would take place at a similar time. He outlined the framework for publicity, nominations and rehearsals and asked for consideration on colour themes and for increased budgets – based on 300 / 400 attending – and asked for financial contributions from the other Zones.

President said the framework should have been agreed with VPE in advance. He made the point that Community Zone was currently running behind budget and that the the question of contributions from other Zones would be considered later. VPE was happy with the framework and schedule his event accordingly. It was agreed that VPC should work on the basis of 300 attending. VPC to discuss seating with the Facilities Manager and ensure all catering and wine requirements are made through HUU Services.

**Action: VPC**

d) Housing Roadshows

- President discussed arrangements for Sabbs attending the roadshows on Monday, Tuesday and Thursday next week at the Lawns, Needlers and Thwaite.

e) Corporate Sponsorship Letter (paper attached)

- VPS went through his proposal for a corporate partner for the AU and explained why he recommends Smith & Nephew and the proposed sponsorship package. Funds received would be used for BUCS entry fees. DCSM was concerned that the package was being undersold and there may be branding issues with BAM.

**Action: DCSM to discuss with BAM**

f) Sport & Fitness Centre Review (report attached)

- VPS explained the background. In response to concerns from members of the AU about the condition of the Sport & Fitness Centre, VPS circulated questionnaires to all AU clubs who use the centre regularly and from the completed responses, he produced a report on the findings, timetabling issues, student spend on sport and recommendations for the future – short, medium and long term – which would be presented to the next meeting of the Sports Development Group. The report was approved and it was recommended that VPS produces a one-page summary sheet, with the rest of the content as appendices and that mention is made of the proposed facilities for Scarborough.

**Action: VPS**

g) Community Zone Standing Order

- VPC has updated Annex B to SO 9001 Financial Procedures Governing Recognised Societies to bring it in line with Societies Standing Orders which refer to 15 members. Changes were agreed – VPC to ensure changes are tracked.

h) Media Standing Orders

- President has updated the Standing Orders: 2001 VP Community, 2006 Hullfire, 2006 Hullfire Annex B, 2006 Hullfire Annex C, 2007 JAM and 2010 Chair Media following on from the review of part-time Chairs. Agreed.

i) ISA Standing Orders

- President has updated the ISA Standing Orders as agreed in the review of part-time Chairs: 2016 ISA Committee and 2015 Chair ISA. Agreed.

11 **Reserved Business** - reported separately

12 **Next Meeting** – Friday 9 December at 10 am.