

MINUTES OF A UNION EXECUTIVE COMMITTEE MEETING

Held at 9 am on Friday 2 September 2011 at University House

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

Attending: Paul Tatton, Chief Executive
 James Brooks, Director of Commercial Services & Marketing
 Sally Bates, Minute Secretary

Action

1 **Apologies** - received from Wayne Cullen

2 **Minutes of Previous Meeting** - agreed

3 **Matters Arising** - none

4 **Community Zone**

a) Achievements & Progress

- Street Rep is progressing well and there is interest from more Residents' Associations. VPC is meeting Diana Johnson MP to discuss this.
- VPC met with the International office to discuss welcome week. Agreed that they would receive £500 from the income and anything else would go to ISA to recoup costs.
- VPC met with City Safe about co-ordinating difference agencies.
- VPC met with Jason Coleman regarding HMO and an action plan was agreed.

5 **Education Zone**

a) Achievements & Progress

- Course Rep and HUU:TV videos have been completed.
- VPE met with PVC Learning & Teaching to discuss current projects.
- Discussions are continuing with the design team for the Library project.
- VPE will meet DCSM about ongoing Course Rep publicity.
- Ongoing projects include the Student Charter and L&T awards.

6 **Governance Zone**

a) Achievements & Progress

- Student Aid – President reported that this is being provided in a similar way to Scarborough to Caley Hall and Hull halls and houses.
- President has been involved with interviews for Bar & Catering Assistants.
- The Student Charter update is underway.
- Training week went well.

b) CE Update

- CE has been worked on HR issues, interviewing and progress reviews.
- He met with Karen Edwards about his SUEI role.

7 Sport Zone

a) Achievements & Progress

- VPS submitted an application for Olympics Ambassador and also for Inspire Mark for Hall Wars.
- Arrangements have been made for the BUCS regional indoor rowing to be held at the University.
- Kukri's Varsity kit will be available online from 15 September.
- VPS will be attending a Sports Development Steering Group meeting next week which he hopes will help shape Sport Matters campaign.
- Rooms and speakers have been booked for training.
- The new web content that VPS has been working on is now online.

b) AU Club Finances

- VPS met with Graham Jackson to discuss the clubs starting the year in debt. The debts of American Football, Men's Basketball, Cheerleaders, Hockey Men and Ice Hockey were considered to be unmanageable and action has to be taken. President suggested these clubs should be asked to report on how this has happened, budgets should be agreed and adhered to and if not, the club should be disbanded at the end of the year. DCMS said the responsibility should lie with last year's president and treasurer, and previously only treasurers had been able to sign off spending. It was agreed that the history of these clubs should be reviewed at a meeting before presidents' training and also to change the president's letter of responsibility.

All

c) AU Club Ratifications

- VPS asked for approval for the constitutions for the Skydiving Club and the Road & Mountain Biking Club. Agreed, but point (1) to be changed to Hull University Union.

VPS

8 Welfare Zone

a) Achievements & Progress

- VPW has arranged a provision for Goodwin Trust to work alongside the Advice Centre delivering training and services for third world nationals, ESOCs and international students.
- Projections for students signed up for Adopt a Fresher are currently 60-70 and VPW is confident the target will be met. A training plan is being finalised with the emphasis on teamwork, signposting and friendliness.
- VPW is drawing up a Disabled Committee campaign plan.
- Training sessions for mentorship are being organised.

b) Black History Month plan

- VPW had been unable to progress this plan. President proposed a deadline of Tuesday 6 September and if details not received, meet with PT and funds should not be released.

VPW

9 Scarborough

a) Achievements & Progress

- VPSc will meet Maureen Eastwood to discuss the study advice centre and other issues.
- VPSc has organised monthly meetings with the Student Experience Manager.
- Ongoing projects include international students boat trip, further ideas for freshers fair and Course Reps.
- A staff day for Scarborough has been arranged.

- VPSc is meeting with Music Lecturer regarding Basement Radio and will bring a plan to UEC for approval.

VPSc

10 **Any Other Business**

a) Campaigns Plan

- President circulated his draft plan. Suggestions were made and the plan will be updated and emailed out next week.

President

b) Working with Prevent / Clubs & Societies

- President said there is a need for more stringency in communicating levels of responsibility. Packs will be produced for all societies and clubs including letters of responsibility, codes of practice for trips, social policy and constitution and these will have to be signed off before funds can be accessed. The police can then be advised what we do and individual contact details will not need to be provided to them. The proposed letters were agreed and President will explain these to all club and society presidents, with the Bars Manager, at training events.

President

c) NUS Visits

- Graham Wise suggested holding a joint session with the University SMT prior to the student conference. Agreed that President should arrange this.
- Vic Langer would like to visit HUU and it was agreed to organise this for week 8 or 9.

President

President

d) Voter Match

- President proposed buying this election software. Agreed after discussion, if affordable.

e) International Welcome Week

- VPC requested help with meeting students, pick-ups from the station, moving them in etc as to date there was only one volunteer. Agreed that VPC should get full details from the international office and then meet by Wednesday 7 September to agree an urgent plan of action.

VPC/All

d) HUU-TV Standing Orders

- It was decided to leave these until after the communications strategy. VPC Expressed his frustration. The licence is in budget and therefore he will purchase it but it will remain a society. To be reviewed at Christmas.

g) Education Standing Orders

- Not discussed – to be added to next agenda.

11 **Reserved Business**

Discussed separately.

12 **Next Meeting**

Friday 9 September at 11 am.