



MINUTES OF UNION EXECUTIVE COMMITTEE MEETING
Held at 2.30pm on Tuesday 16 June 2015

Present: Vice-President Education (VPE) (Chair), Vice-President Welfare & Community (VPWC), Vice-President Activities (VPA), Vice-President Scarborough (VPSc)

Attending: Marketing & Communications Manager (MCM)

1. Apologies
Received from President, Vice-President Sport, Chief Executive, Membership Services Director
2. Minutes of previous meeting
Approved as a correct record
3. Matters arising
See attached
4. Sabbatical Engagement
- 5 – 10 Zone reports – circulated and taken as read (see attached)
 - 7) VPE said the Feedback Charter has been signed by the Pro-Vice-Chancellor for Education. VPE also updated on the Placement Report; an action plan has been created with the Registrar and PVC for Education.
 - 8) No report circulated by VPA who spent last week finalising her handover pack as well as writing Board reports and zone content for Impact Report.
12. Any Other Business
 - b) Senate
 - Sabbs who sit on Senate had a pre-meet on Friday. VPWC has circulated the notes to Sabbs and Sabb Elects.
 - c) Pre Board
 - A Board meeting will be held on Monday, followed by a budget working group. VPE has looked over nearly all budgets, and is meeting with VPSc this week to look at his budget.
13. Reserved Business
Reported separately
14. Next Informal Meeting
Potentially Monday 27 July 2015



UEC REPORT - WEEK ENDING 5 June 2015

This report should be completed weekly each Friday and emailed to Sally the Friday BEFORE the formal UEC together with any agenda items

NAME: Nichola Jackson	
I'd like to thank...	Ellie Batt & Jeni (for all their help with the sports day), Vicky (for helping with president training, handover and budgets), Liz (for all her amazing work with my budget), all HUU staff for making EOYB the best one yet!
The three things I'm proud of	<ol style="list-style-type: none"> 1. Setting out the budget for next year and it didn't even take that long, big thanks to Vicky and Liz. 2. Giving some of the new presidents their initial 'what to expect?' for next year. 3. Running a sports day, about 30 people turned up and had fun!
Update on my objectives	<ol style="list-style-type: none"> 1. On-going typing up data from postcard campaign ready to send it over to Stephen.
I need support with...	Nothing 😊

ENGAGEMENT BREAKDOWN

Week ending	Total hours worked this week <i>(max of 40 hrs per wk)</i>	Hrs spent engaging with members <i>(ie time spent face to face with students)</i>	Type of engagement <i>(description)</i>	Engagement hrs as % of total hours worked
5/6/15	40+	8 hours	President meeting, charity netball tournament, sports day, handover meal.	20%

UEC REPORT - WEEK ENDING 5th June 2015

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NAME: Gareth Ikin (VPE)	
Song to Sum up the week...	"Never Surrender" by Corey Hart
I'd like to thank...	Steve – As always, for everything he does, because he does a lot! Liz – for a thought-provoking workshop!
The three things I'm proud of	<ol style="list-style-type: none"> 1. Draft Policy on Transparent Costs went to University, and the principle has been accepted! 2. All my other things (Placements/Course Reps) also being passed! 3. A fantastic team review day with Steve!
Update on my objectives	<ul style="list-style-type: none"> - Priority List went to extra ULTAC, and was accepted! Next Stage – Action plan with PVC (Education) and Registrar! - Course Rep Code of Conduct Passed!
I need support with...	Packing away the office...

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05/06/2015	28 (1.5 Days Off)	3	1-2-1s	10.7%



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NAME: <i>Tory Cliffe</i>	
I'd like to thank...	<i>Adam for putting up with me for a whole day today to get the budget done! It's not quite done, but most of it is, and we've hopefully done a really good job on it.</i>
The three things I'm proud of	<ol style="list-style-type: none"> <i>1. Budget done!</i> <i>2. Nic managing to run the sports day, I'm sorry I wasn't there to help.</i> <i>3. My tan!</i>
Update on my objectives	<ol style="list-style-type: none"> <i>1. I've only been here one day this week and I've been doing budgets!</i>
I need support with...	<i>Getting my handover done now!</i>

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<i>05-06-15</i>	<i>8 (one day week)</i>	<i>1</i>	<i>Society queries</i>	<i>12.5%</i>



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NAME: Jeni	
I'd like to thank...	Liz for a good workshop session. Hannah for starting work with a bang. Everyone for keep me going whilst writing the handover pack.
The three things I'm proud of	<ol style="list-style-type: none"> 1. Hannah seems to be great – brilliant work will be created. 2. Handover pack nearly done! 3. ...
Update on my objectives	<ol style="list-style-type: none"> 1. Writing handover pack ☺ 2. Working on the other actions I have left –e.g. disciplinary and housing fair.
I need support with...	Nothing ☺

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5/6/2015	40+	3	Sports day and drop ins	7.5%