



**MINUTES OF UNION EXECUTIVE COMMITTEE MEETING**  
**Held at 3 pm on Tuesday 10 March 2015**

Present: President (Chair), Vice-President Sport (VPS), Vice-President Welfare & Community (VPWC); Vice-President Scarborough (VPSc), Vice-President Activities (VPA),

Attending: Chief Executive (CEO), Membership Services Director (DMS)

Chair welcomed Liz Pearce, Membership Services Director, to her first UEC meeting.

Chair asked that wherever possible, Sabbs should ensure that their own zone meetings should not clash with UEC. VPWC said some of the meetings were set up at the beginning of the year. It was agreed that the time and day of UEC meetings should be clarified during Elects' induction and advised to Marketing for wall planners. Action: SB

1. **Apologies**

Gareth Ikin, Vice-President Education (VPE)

2. **Minutes of previous meeting**

The minutes were approved as a correct record.

3. **Matters arising** (see attached)

The outcome to action points from the last meeting was noted.

4. **Sabbatical Engagement**

- This week – Rate Your Union. Sabbs to engage and use social media – to check with MCM if required. Action: All
- Next week – Education survey.  
Action: EN to block off time in calendars which Sabbs can switch around as required

5-10 **Zone Reports – circulated and taken as read** (see attached)

- VPE and VPSc to circulate their reports after the meeting. Action: VPE & VPSc
- Sabbs to ensure they pass on the thanks noted in their reports to the people concerned and EN to email them. Action: All/EN

- 5) President said the NUS have invited us to be part of a Frame inquiry – how we communicate with students – and an officer plus a member of Marketing is required. The dates are 27 March and 12 May. A quick decision was required – President to sort today.

By-elections – President said part-time positions have not been filled and support is needed in finding candidates. There are also problems with exec positions. Agreed that President should discuss with MSOM and Governance & Democracy Intern and propose a model and timeframe. Action: President

President said an election review would be carried out shortly and he would like input from Sabbs and Union Council. The review would be presented to the May Board and should, therefore, go to a UEC meeting at the end of April.

Action: EN to put deadlines in calendars for President, MSOM and GDI

- 6) CEO congratulated VPS on her organisation of Tour and said her matrix should be used as a template for next year. VPS will need support for Tour preparation – t-shirts and coach departures. Action: SB & EN to discuss requirements with VPS & Sport Co-ordinator

VPS said there will be promotional activity on campus for a breakfast shake called UP & GO week commencing 11 May. She will liaise with Marketing on this and keep Sabbs updated. Sabbs could put on some activity – VPS to bring a proposal back to an informal UEC. Action: VPS / EN to put in calendars

- 8) VPA asked for help with fundraising nominations. Action: EN to help VPA with planning for Activities awards

- 9) VPSc thanked Wayne Cullen and Kathryn Oram-Robinson for support with elections and Wayne particularly for helping with a candidate who was ill. The official launch of Hull College at Scarborough campus is on Thursday evening and President and VPSc are attending a Scarborough students forum on Tuesday.

- 10) VPWC asked for support ticking actions off on her office wipe board. Action: All

President said the team has just 3 months to finish off outstanding jobs. He suggested Sabbs discuss what they can and can't achieve with their mentors and office support. He added that there will be opportunities for input into the Commercial Services review, governance review and sport funding. CEO said it will also be time to prepare handover packs – President said a good handover will give the Elects a good start.

#### 11. **Chief Executive & SMT update**

- CEO has been working with the two new directors and thanked everyone for their support. SMT is preparing for the March Board and CEO is working with President on the subvention paper.
- DMS said she is in the second week of her induction. She is going to Scarborough tomorrow.

#### 12. **Any Other Business**

##### a) HUU Awards

President said preparation has commenced and an effective shortlisting process has been proposed by Student Activities Co-ordinator and Education & Representation Co-ordinator.

##### b) University Department Review (circulated)

DMS explained that the University were setting up a periodic cycle of departmental reviews which would incorporate the current periodic review but would be broader and take 3-4 days to complete. Students had previously been involved but the duration of these panels would preclude students' attending and Sabbs would be asked instead. President said that there is an initial trial which VPE would attend but after that Sabbs' attendance would have to be reviewed. CEO suggested reviewing UEC attendance at University meetings as a whole so that discussions could be held with the University in future about the demand on Sabbs' time and whether staff members could attend some meetings.

Action: SB to prepare a list for DMS and bring back to UEC

#### 13. **Reserved Business**

Reported separately.

#### 14. **Next Formal Meeting**

Tuesday 24 March 2015



## UEC REPORT - WEEK ENDING 27 February 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: Richard Brooks - President	
I'd like to thank...	All the sabbs.
The three things I'm proud of	<ol style="list-style-type: none"> <li>1. The way elections are going. Informed voters, candidates with good mental health etc.</li> <li>2. Student exp programme board. Held uni to account on surveys/programme itself/student representation.</li> <li>3. Going from Amsterdam to Rotterdam to Hull to Bradford to Scarborough to Hull in 24 hours.</li> </ol>
Update on my objectives	<ol style="list-style-type: none"> <li>1. Subvention Document going to UEC</li> <li>2. Elections changes ongoing</li> <li>3.</li> <li>4. ...</li> <li>5. ...</li> </ol>
I need support with...	Elections, NUS and my time.

### 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
27 02 15	40 +	6	Elections, Volunteers	15%

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NAME: Nichola Jackson	
I'd like to thank...	Vicky, Adam & Tom (for helping out with the social/sponsorship meetings with Presidents, especially Adam and Vicky telling me not to stress!), all the sabbs for being, as usual, amazing as always!
The three things I'm proud of	<ol style="list-style-type: none"> <li>1. All the BUCS teams this week, some great performances! Several clubs winning their matches, meaning they either get promoted or avoid relegation! Special mention must go to Men's Rugby League 1<sup>st</sup> team who travelled all the way to Gloucestershire and won 26-20 in the quarter finals of the BUCS Rugby League Championships, despite the most horrific pitch conditions! Well done lads!</li> <li>2. Getting a positive response from a number of clubs about the sponsorship/social meetings, 3 responses in 5 mins of sending the email.</li> <li>3. Election engagement, getting out with the sabbs and spreading the election love, looking out for candidates and giving them advice! The go-kart really helped too Adam, so thanks!</li> </ol>
Update on my objectives	<ol style="list-style-type: none"> <li>1. Postcard campaign will now commence after Easter due to time constraints and Tour.</li> <li>2. Research going into participation/active lifestyle campaign week, will be going over the details with Dave on Monday. Hopefully we will have some traction!</li> </ol>
I need support with...	Nothing at the minute ☺

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27/2/15	40 +	8	Elections engagement, BUCS fixtures, sponsorship meetings, sports zone, presidents & students coming in	20%