



**MINUTES OF UNION EXECUTIVE COMMITTEE MEETING**  
**Held at 2.30 pm on Tuesday 13 January 2014**

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

Attending: Chief Executive (CEO), Finance Manager (FM), Interim Commercial Services Manager (CSM), Scarborough Union Manager (SUM)

Apologies: Vice-President Education (VPE)

1. **Apologies**

Received from Vice-President Education.

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**

Promoting Hullfire was agreed. VPA to remind the team.

Action: VPA

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

- President is preparing a document about HYMS student representation and will circulate this for Sabbs' comments. Action: President

11. **Chief Executive & SMT update**

- The new Commercial Services Director starts in February and CEO said time with the team will be included in his induction.
- M&CM is preparing comms to circulate about the licensing changes. These will be sent out to student staff and AU clubs at 11 am on Thursday. FAQs will also be sent out to the AU and there will be a face to face briefing with presidents and social secretaries on 26 January.
- SMT had been briefed on WelcomeFest feedback and a summary will be presented to the Board. MCM will discuss at the next informal UEC meeting. Action: MCM
- Information about WelcomeFest the Reunion has been sent out. CEO asked Sabbs to help promote the World Food Fair. Action: All

12. **Any Other Business**

a) Governance Timeline (plan circulated)

- President said there had been 500 responses to the Governance survey and focus groups would be held once the analysis has been completed.

b) Volunteer cafes

- President to come back with a plan on how to organise these.

Action: President

c) Hull College

- \* A meeting has been arranged with their new president - VPSc asked if he could also attend.

13. **Reserved Business**  
Reported separately.

14. **Next Formal Meeting**  
Tuesday 27 January 2015

### UEC REPORT - WEEK ENDING 9 January 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          |  |
| I'd like to thank...          | Emily and Sally for supporting me and sorting my life out, as always.<br>Steve and Frank for thinking critically with me.<br>Sophie and G for picking up a piece of work around Digital Democracy with me.<br>Gareth for being very kind.  |
| The three things I'm proud of | <ol style="list-style-type: none"> <li>1. The relationships built up with the university. Had productive conversations with Registrar, PVC RE &amp; Director HR.</li> <li>2. Getting on NUS' Student Opportunities and Oversight Board</li> <li>3. ...Planning the Digital Democracy event. It's going to be very exciting.</li> </ol> |
| Update on my objectives       | <ol style="list-style-type: none"> <li>1. Updated Governance Timeline</li> <li>2. Planning volunteer cafes</li> <li>3. Students as Recruiters document nearly done</li> <li>4. Relationship Network going to exec!</li> <li>5. General Election draft plan done.</li> </ol>  |
| I need support with...        | HYMS Student Representation<br>Hull College  |

### ENGAGEMENT BREAKDOWN

| Week ending | Total hours worked this week<br><i>(max of 40 hrs per wk)</i> | Hrs spent engaging with members<br><i>(ie time spent face to face with students)</i> | Type of engagement<br><i>(description)</i> | Engagement hrs as % of total hours worked |
|-------------|---|--|--|---|
| 9 1 15      | 27  | 1 (there's very few here)  | Volunteer engagement                       | Not a lot                                 |
|             |   |  |  |   |



## UEC REPORT - WEEK ENDING 9 January 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...          | Vicky, Sabbs, Gee/Chelsea, Susan   |
| The three things I'm proud of | <ol style="list-style-type: none"> <li>1. The Fixtures Boards are up and have things inside (big thanks to the marketing girls – Susan, Chelsea and Gee). Exciting for when the fixtures start!</li> <li>2. Made it through a week where Jeni and I have had little heating, no kitchen lights and a broken dishwasher, oh and getting used to early morning wake-ups!</li> <li>3. All the planning for Varsity coming together ☺</li> </ol> |
| Update on my objectives       | <ol style="list-style-type: none"> <li>1. Boards are up, awaiting start of 2015 fixtures, email sent round to all of the AU presidents to get the fixtures of local league home games ☺</li> <li>2. Working on a campaign around improving facilities – not so much an objective but I feel it needs to be done!</li> <li>3. Working with Sports Development for participation and club development.</li> </ol>                              |
| I need support with...        | Nothing ....as of yet!   |

### ENGAGEMENT BREAKDOWN

| Week ending | Total hours worked this week<br><i>(max of 40 hrs per wk)</i> | Hrs spent engaging with members<br><i>(ie time spent face to face with students)</i> | Type of engagement<br><i>(description)</i>            | Engagement hrs as % of total hours worked |
|-------------|---|--|---|---|
| 9/1/15      | 37  | 1 (Not many students back!)  | Club finances, training times, elections discussions. | 2.7%                                      |

## UEC REPORT - WEEK ENDING 9<sup>th</sup> January 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: Gareth Ikin (VPE)       |   |
| Song to Sum up the week...    | "Here comes the Boom" by P.O.D.   |
| I'd like to thank...          | Steve – As always, for everything he does, because he does a lot!<br>Tory and Gemma – For attending Faculty Board whilst I was curled up in bed ill!  |
| The three things I'm proud of | <ol style="list-style-type: none"> <li>1. Attended the University Annual Learning and Teaching Conference, and the Students Union receive commendation from the VC!</li> <li>2. Started to complete the pile of PDR 360s on my desk!</li> <li>3. Department Reps of HUBS attended their first faculty board!</li> </ol> |
| Update on my objectives       | <ul style="list-style-type: none"> <li>- Student Conference Schedule and Speakers have been planned</li> <li>- Placement Survey has closed and the analysing of this will start shortly</li> </ul>  |
| I need support with...        | Replying to the Christmas Holiday Emails...   |

### ENGAGEMENT BREAKDOWN

| Week ending | Total hours worked this week<br><i>(max of 40 hrs per wk)</i> | Hrs spent engaging with members<br><i>(ie time spent face to face with students)</i> | Type of engagement<br><i>(description)</i> | Engagement hrs as % of total hours worked |
|-------------|---|--|--|---|
| 09/01/14    | 16 (3 Days Holiday)   | 0.5  | Speaking with Faculty Co-ordinators        | 3%  |