

MINUTES OF UNION EXECUTIVE COMMITTEE MEETING

Held at 2pm on Tuesday 20th February 2018

Present: Osaro Otobo, President (OO); Jennie Watts, Welfare & Community Officer (JW); Salman Anwar, Education Officer (SA)

Attending: Membership Services Director (MSD); Marketing and Communications Manager (MCM); Administration Co-ordinator (AC, minutes)

1. **Apologies**

None received.

2. **Minutes of previous meeting**

Approved as a correct record.

3. **Matters Arising**

See attached.

4. **For Discussion & Decision**

a) Branding

- MCM explained that marketing are presenting the new brand at the next board meeting.
- The branding is based on 18 months of research and development.
- MCM voiced that the branding will help HUU in everything the organisation does and everything HUU represents.
- MCM discussed the core of what the organisation represents. OO praised the inclusive feeling the brand represents, JW agreed and also voiced that it is bold and stands out.
- MCM drew a diagram to help the officers visualise how the branding will be created from the core and the use of the same tools to create everything from the welcome guide to HUU posters.
- MCM asked officers for any feedback by Friday 23rd February. **Action: Officer Team**
- MCM stated that a brand test is taking place in which students will be invited to take part online. The test is to ensure that the brand feels like the HUU vision.
- All officers praised the marketing team for the hard work and how professional the vision and branding appears.
- JW expressed some student opinions in a building discussion mentioned that it is difficult to remember names for areas in the union.

b) Campaign Funding Forms

- **Hull Minds** – A campaign form was presented to raise the profile of mental health services provided amongst students. **A total cost of £175.49 was approved by all officers.**
- **LGBT+ Varsity** – This campaign would like to tackle transphobia and homophobia in sport by providing business cards and badges to highlight the campaign over Varsity. **A total cost of £258 (plus VAT for the foamex board) was approved by all officers.**
- **Safe & Inclusive campus** – A campaign to highlight the Hull Against Hate & Diversity & Inclusion in the work place. **A total cost of £343.40 was approved by all officers.**

- **Celebrating BAME Talent Within the entertainment industry** – This is a campaign to increase the recognition for BAME actors within the entertainment industry. **All officers approved a total cost of £125.**
- **Literacy Festival** – This is a campaign to highlight the need for an increase of funding in the English Department. **All officers approved a total cost of £89.98.**

c) **Your Idea Scheme**

- **Please see attached Your Idea's Scheme Document.**

d) **Associate Memberships**

- All officers approved associate membership forms for Eleanor Bielby, Alexander Hopkins and Francois Munoz.

e) **Student Wins**

- Four student win nominations have been submitted for officers to review.
- A student led campaign, two societies and sports win can be celebrated.
- Vouchers will be given to all winners. **Action: OO**
- MSD would like to celebrate all student wins that are submitted. **Action: Marketing.**

f) **Strikes**

- OO asked the officers if they would like to keep the motion the same regarding the upcoming University strikes. A decision to change the motion was not passed at the Union Council.
- All officers in agreement that the University should compensate students for all missed lectures.
- All officers in agreement that they would like to call on the University for Compensation. MCM to produce a statement disclosing that the docked pay will be going into a support fund that can be equally accessed by all students.
- MCM stated that a collective officer email would be helpful. **Action: AC**

5. **Chief Executive & SMT update**

- CEO is working on the building plans, meeting with architects have taken place to ensure a clear understanding of what a student union should represent.
- A workshop is taking place with the estates team to make certain the University understand the needs of the union.
- The Finance and Resource Manager is concentrating on informal partnerships to firm up the relationships with preferred suppliers.
- The HR Manager is occupied with the CEO recruitment process.
- Another varsity meeting will be taking place to make sure that staff are in place and that everyone understands the new games. **Action: AC**

6. **Marketing Update**

- MCM and the marketing team are focussed on the brand and vision work.

7. **Weekly Reports & Accountability**

a) **President**

- OO busy week with the strikes.
- Employability event on Wednesday 21st February
- OO took part in talks during the post graduate event

- OO would like to reach out to successful alumni in health and nutrition to attend an event at HUU.
 - OO attended a sports development meeting which was very informative regarding details for the building development.
- b) **Welfare & Community Officer**
- JW highlighted the success of SHAG week - 350 people tested and over 300 safe sex packs distributed.
 - LBGT+ history month flags are hung in the union to support the campaign.
- c) **Education Officer**
- SA supporting students with the strikes. SA meeting regularly with the Advice Centre Manager to keep up to date with proceedings and advice.
 - SA has conducted research into some of the Your Idea's which have received more than 10 votes regarding printing.
 - SA stated the No Platform Policy review is ongoing.

8. Any Other Business

None reported.

9. Reserved Business

None reported.

10. Next Formal Meeting

Monday 5th March 2018

MATTERS ARISING FROM UEC MEETING
 20 February 2018

Agenda item		Action by	Outcome
4a	MCM would like any additional officer feedback by Friday 23 rd February.	Officer Team	Feedback given
4e	Vouchers to be given to all winners of Student Wins	OO	Completed
4e	MSD would like to celebrate all student win submissions.	Marketing	AC emailed marketing regarding promoting student wins.
4f	A collective officer email to be created	AC	AC contacted A.V & I.T Technician to arrange a new email to be created. AC contacted marketing to advertise new email.
5	A varsity meeting to take place to clarify final details	AC	Meeting has been arranged.

UEC REPORT - WEEK ENDING 09/02 Month 2018

This report should be completed each Friday and emailed to Emily together with any papers for the meeting

NAME: Osaro Otobo	
I'd like to thank	Thanks Sam for the work done for your ideas week. I'd like to thank Kate and Chloe for attending the hate crime training with me. I'd like to thank marketing for all the work done to support my objectives. Thanks Emily for helping me with a standing order change. Thanks Alex for the continued help in organising meetings for me, especially with helping us get the VC booked in for my hate crime video.
Officer Impact	Promoted Your Ideas Week on the ground floor of the SU and got over 30 ideas. We released a statement about the UCU strike action.
Update on my objectives	I had a meeting with marketing and we have a plan on how to promote my Diversity & Inclusivity employment event are being organised. Part of the video for the Hull against Hate campaign was shot this week. Promotional material for it has been made by marketing. The Advice Centre is now an official hate crime reporting centre. Timetabling – I had approximately 80 responses on to my survey.
Things I'm proud of/ I need support with	I need support with my Diversity & Inclusivity employment event – I need lots of students attending. I proud of finally getting hate crime training for the advice centre!

ENGAGEMENT BREAKDOWN

Week ending	Total hours worked this week <i>(max 40 hrs p/w)</i>	Hrs spent engaging with members <i>(i.e. time spent face to face with students)</i>	Type of engagement <i>(description)</i>	Engagement hrs as % of total hrs worked
09/02	41.75	9	Your ideas week BUCS Wednesday Hate Crime video shoot AU council Governance zone Speaking to current students in Student Central about general	21%

			issues/queries, signposting them to relevant services.	
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UEC REPORT - WEEK ENDING xx Month 2017

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NAME: Jennie	
I'd like to thank	Sam and the SVOT for their help and support with SHAG Week while also doing YIW
Officer Impact	Over 300 individuals tested for STI'm Tested Competition 320 Safe Sex Packs distributed 41 Clubs and Societies Involved Ordered everything for LGBT+ History month and supported LGBT+ on moving forwards without elected chairs Getting everything sorted for varsity through transphobia campaign – badges and a pledge board rather than laces
Update on my objectives	SHAG Week launches the SHAG Campaign Launched the Consent Campaign Continuing to review Zero Tolerance and put it as an agenda point for Union Council for discussion
Things I'm proud of/ I need support with	The success of SHAG Week and the number of students we engaged throughout the week and the work of Sexpression and Coppafeel! Will need support with the consent campaign and rethinking how we do it to have the biggest impact!

ENGAGEMENT BREAKDOWN

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9/2/18	43	21	SHAG week and YIW stalls, Face-to-face meetings and catch-ups, AU Council, supporting at SHAG Week events	49%