

MINUTES OF UNION EXECUTIVE COMMITTEE MEETING

Held at 2pm on Tuesday 26th September 2017

Present: Osaro Otobo, President (OO); Jennie Watts, Welfare & Community Officer (JW); Caitlin O'Neill, Sports Officer (CON); Salman Anwar, Education Officer (SA)

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

1. Apologies

Apologies received from Chief Executive (CEO).

2. Minutes of previous meeting

Approved as a correct record.

3. Matters Arising

See attached.

4. For Discussion & Decision

a) No Platform Policy

- MSD stated that the No Platform Policy was last reviewed in 2009. Proposing every 2 years to have a policy lapse to review statements to ensure they are still agreed. Hull University is in the press every year stating that we do not allow freedom of speech. DGC to create spreadsheets of which policies to review.
- MSD suggested creating a meeting to discuss a review of the No Platform Policy.

Action:

AC/MSD

b) Hate Crime Reporting Centre

- OO is still waiting for information from Hull City Council regarding the steps needed to take to open a hate crime reporting centre. All agree HUU would benefit from becoming a crime reporting centre.

Action: OO

c) Vision Workshop

- MCM went into detail regarding the background and work that has been invested in the vision workshop, ensuring the officers believe and understand the vision before heading into the board meeting.
- Student officers preferred statements 2 and 4. MCM is trying to cater for all students, not everyone has the same university experience and MCM would like the vision statement to cater for everyone.

5. Chief Executive & SMT update

- MSD stated there had been no SMT meeting this week. MSD and CSD Attended an action learning set relating to challenges in the workplace.
- CSD has taken part in counter terrorism training on 26th September.
- HR manager and team members are attending a meeting in Huddersfield to see how they can better use functions on people HR and reduce the use of paper.

6. Marketing Update

- The WelcomeFest app has been downloaded over 8,000 times. Marketing are looking into a breakdown of who has downloaded it.
- The marketing team sent out the first student newsletter on 26th September.

- MCM is collecting stats to go into a WelcomeFest video to go to the board in October and would like items to showcase from student officers.
Action: All Officers

7. **Weekly Reports & Accountability**

a) **President**

- OO took part in many student engagement events including Saturday arrivals, lecture shout outs and visiting faculty hubs.
- OO is hosting the RAG Take Me Out Event on 26th September.
- Student officers are now creating Facebook Live videos to engage with students and will be taking an iPad to The Lawns for the event on 26th September.
- OO attended a conference in London on how to be a confident and effective student governor which she found very useful and enjoyed meeting presidents from other universities. OO will be maintaining contact with SU presidents she met who are also disaffiliated from NUS.

b) **Welfare & Community Officer**

- JW put in a lot of hours over WelcomeFest engaging with students.
- 1,000 attended the welfare and opportunities fair, the feedback from staff and students was that the fair was very well received.

c) **Sports Officer**

- CON raised £200 from a raffle for the student support fund.
- Student engagement hours very high during welcome week.
- CON enjoyed the sports fair and made sure she had a big presence around the campus.
- Preparing for the first AU council on Tuesday 3rd October.

d) **Education Officer**

- Had to leave the meeting early. Provided everyone with a copy of his weekly report.

8. **Any Other Business**

- MSD has received positive feedback regarding the greeting process of out of hour's advice centre appointments.

a) **AU Club Debt**

- A vote took place regarding the Student Support fund to help sports teams in vast amounts of debt. UEC voted in support of helping clubs using a fund on a case by case basis.

b) **Activities Officer Resignation**

- Following the resignation of the activities officer OO contacted heads of student media, CON emailed the society presidents, SA got in touch with the SSC and JW contacted RAG. MSD suggested to look over the objectives set out by the activities officer and see what can be done.

9. **Reserved Business**

None reported.

10. **Next Formal Meeting**

Tuesday 10th October 2017

UEC REPORT - WEEK ENDING 22/09/2017

NAME: Osaro Ootobo	
I'd like to thank	Everyone at HUU that has been involved with organising and helping out during WelcomeFest.
Officer Impact	<p>WelcomeFest started on Saturday. I spent Saturday at The Lawns welcoming first years. I hosted the Saturday Asylum night and worked the queue beforehand.</p> <p>I've been doing lecture shout outs throughout the week, introducing students to the world of HUU.</p> <p>I've been promoting by-elections across campus and in my faculty hub.</p> <p>I gave a verbal report to University Council.</p> <p>I've agreed to host the RAG Take Me Out event.</p> <p>I went to London for a conference on how to be an effective and confident Student Governor.</p> <p>I did a Facebook live video to introduce myself and the officer team.</p>
Update on my objectives	<p>I discussed at the last UEC the possibility of making HUU a Hate crime reporting centre, I am doing research in what processes need to be done to make it happen and will bring it to the next formal UEC.</p> <p>I am working alongside Careers on events they have scheduled for this semester to make students more aware of what they have going on and to make it more inclusive.</p>
Things I'm proud of/ I need support with	I'm proud the amount of time I've spent engaging with students. I'm also proud of how well the Officer Team has worked this week.

ENGAGEMENT BREAKDOWN

Week ending	Total hours worked this week (max 40 hrs p/w)	Hrs spent engaging with members (i.e. time spent face to face with students)	Type of engagement (description)	Engagement hrs as % of total hrs worked
22/09/2017	58	25	<p>Helping out on arrivals Saturday (at the Lawns and Asylum).</p> <p>Talking to Students at Craftivism, Sports Fair, Societies, Welfare & Opportunities fairs. Introducing myself to sports & societies presidents.</p> <p>Lecture shout outs.</p> <p>Encouraging students to run in the by-elections.</p> <p>Faculty Hub drop in session</p> <p>Speaking current students in Student Central about general issues/queries, signposting them to relevant services.</p> <p>Interaction</p>	43%

UEC REPORT - WEEK ENDING 22 SEPTEMBER 2017

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

NAME: Jennie	
I'd like to thank	Angie for all her help organising the Welfare and Opportunities Fayre. Marketing for being everywhere all week!!! The social media and marketing has been incredible!
Officer Impact	WelcomeFest shout outs. Re-enrolment message change. Over 1,000 people coming along to the W&O fayre over the two days (no specific number as we forgot the counter on day 2). Organising Welfare Wednesday on 11 th Oct and World Mental Health Day chill out event on 10 th Oct with Sam. Ensuring Mitigating Circumstance is fit for purpose for the welfare of all students (working with Salman on this too).
Update on my objectives	Done more work on Welfare Wednesday (11 th Oct) and World Mental health day. Planning on building better links with the faculty over the next couple of weeks and helping to improve academic representation within the faculty.
Things I'm proud of/ I need support with	How I've engaged and spoken to students over the week and getting out of my comfort zone. Speaking in University Council. Helping to resolve issue of re-enrolment message form Student Financial Services. Faced my fear and went down the scary slide at Big Fun. Lecture Shout-outs!

ENGAGEMENT BREAKDOWN

Week ending	Total hours worked this week (max 40 hrs p/w)	Hrs spent engaging with members (i.e. time spent face to face with students)	Type of engagement (description)	Engagement hrs as % of total hrs worked
22/9/2017	60	41	Fayres, meetings with part time officers, random interactions with students, Arrivals on Saturday, course rep recruitment, queue management and Uni Angels	68%

UEC REPORT - WEEK ENDING 22 September 2017

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NAME: Caitlin O'Neill	
I'd like to thank	Vicky for all of her support with the Sports Fair. Angie for getting student staff to help with the raffle. All of SMT for being supportive throughout WelcomeFest.
Officer Impact	WelcomeFest shout outs. Sports Fair. Official Rugby pitch launch.
Update on my objectives	This Girl Can: Posters being made to advertise launch. Positive discussions with the SFC about 1 st semester membership. Came up with some good solutions to tackle AU debt. Meeting with the teams who are in serious debt in a couple of weeks. Went around some of trials with marketing to get photos and promote the teams.
Things I'm proud of/ I need support with	I'm proud of This Girl Can coming together and the Sports Fair running smoothly. I need support with the launch.

ENGAGEMENT BREAKDOWN

Week ending	Total hours worked this week (max 40 hrs p/w)	Hrs spent engaging with members (i.e. time spent face to face with students)	Type of engagement (description)	Engagement hrs as % of total hrs worked
22/9/17	45 hrs	34 hrs	Sports Fair, Societies and Welfare Fair, Big Fun, interacting with students on campus, lecture shout outs, sport teams trials.	75%



Your Union

UEC REPORT - WEEK ENDING 24th September 2017 (Week Start 16th)

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

NAME: Salman Anwar	
I'd like to thank	The other officers for a great support during welcome week! Tania and Liz for help with RCPC.
Officer Impact	<ul style="list-style-type: none"> - Lecture shout outs - Presentation at the Leadership at Hull: Excellence in Learning & Teaching day - Promoting by-elections and course reps
Update on my objectives	<ul style="list-style-type: none"> - Working on how the open forums fit within current core modules - Talking to Andrew Abbott about a post-Brexit EU recruitment report he has to feed into the Fees, Scholarships and Studentships Group.
Things I'm proud of/ I need support with	<ul style="list-style-type: none"> - Presented paper at RCPC - Presentation at the Leadership at Hull: Excellence in Learning & Teaching day

ENGAGEMENT BREAKDOWN

Week ending	Total hours worked this week (max 40 hrs p/w)	Hrs spent engaging with members (i.e. time spent face to face with students)	Type of engagement (description)	Engagement hrs as % of total hrs worked
24/09/17	60.5	28.5	Arrivals at the Courtyard, inflatables in the marquee, Asylum queue, Craftivism, Big Fun GIAG, Ninja Hall Warriors, York GIAG, sports fair, societies fair, welfare and opportunities fair, lecture shout outs,	49%