

MINUTES OF UNION EXECUTIVE COMMITTEE MEETING
Held at 2pm on Tuesday 29th May 2018

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

Attending: Rachel Kirby, Marketing & Communications Manager (MCM); Emily Normington, Executive Support Co-ordinator (ESC, minutes)

1. **Apologies**

Received from Liz Pearce, Membership Services Director.

2. **Minutes of previous meeting**

Approved as a correct record.

3. **Matters Arising**

OO is awaiting confirmation of a collection date for the student win.

SA advised that the University will consider increasing the provision of tables for left handed students in the future.

4. **For Discussion & Decision**

a) **Honorary Life Memberships**

UEC approved honorary life memberships for the following students, in recognition of their contribution to the students' union throughout their studies.

- Dehenna Davison
- Chloe Reid
- Edward Towers
- Hayley Hatton (upon graduation)
- Megan Hammell
- Mojinyin Maria Majekodunmi
- Rayne Goddard
- Steven Storey (upon graduation)
- Thomas Barnes
- Katie Hobson (upon graduation)
- Ruth Walton

b) **Your Ideas Allocations**

- JW agreed to action a suggestion to reduce food waste.

5. **Chief Executive & SMT update**

- SMT continue to liaise with the University regarding GDPR requirements.
- MCM advised that End of Year Ball has now taken place.
- Work will be starting during the summer to redecorate the first floor social spaces, following student feedback.

6. **Marketing Update**
 - Marketing are creating a joint app for WelcomeFest with the University. The app will enable students to receive content specific to their course and year of study.
 - Mood boards are being created for Johnny Mac becoming an ice cream outlet.

7. **Weekly Reports & Accountability**
 - a) **President**
 - OO is pleased with the improved support for Student Trustees implemented this year.
 - OO attended a BBC platform meeting event, which was attended by many students and student media.
 - OO is working with ESC to update SO8006 governing the election of Student Trustees; to simplify the process and align to the elections procedures.

 - b) **Welfare & Community Officer**
 - JW report taken as read.
 - JW said a recent postgraduate taught survey has highlighted issues within particular faculties, which should be reviewed next year.

 - c) **Education Officer**
 - Four Faculty Representatives have now been appointed; SA noted that applications had doubled under the new recruitment system. Unsuccessful candidates have been recommended subject representative roles.

8. **Any Other Business**
 - a) **Student Officer Wins 2017/18**
 - OO reminded the Student Officer team to submit their big wins of the year to marketing.
 - OO's big wins were the student led campaign promotion, including an 'ideas for change' workshop in October. The implementation of becoming a Hate Crime Reporting Centre and a series of employability events; which OO will continue next year.
 - SA's big things were changes to mitigating circumstances procedures and an improved international student focus by the University. SA actioned to identify the number of students who used the exam bus service. **Action: SA**
 - JW's big wins were SHAG week, the launch of the mental health and consent campaigns and updating the Zero Tolerance policy.

9. **Reserved Business**

None reported.

10. **Next Formal Meeting**

Tuesday 12th June 2018

UEC REPORT - WEEK ENDING 25/05 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 to everyone included in organising the leaving lunch for Simon Clements.
Officer Impact	<p>Reviewed a SO to make the process for Student Trustee elections better.</p> <p>Had a meeting to discuss how to get our students involved with a BBC platform which allows users to generate media content expressing their views.</p> <p>Had Pre-meets with Student Trustees.</p> <p>Connected HUU media with a BBC project.</p>
Update on my objectives	<p>Consulting with AU club members about the AU club membership structure</p> <p>Continuing to make sure student trustees feel connected and well supported by reaching out to them regularly. We now have a meeting organised for a board pre-meet.</p>
Things I'm proud of/ I need support with	I'm proud of the work I've done to help support Student Trustees.

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>	<i>Type of engagement (description)</i>	Engagement hrs as % of total hrs worked
25/05	38	4	<p>1-2-1 Society meetings</p> <p>AU club meetings & AU club membership consultation</p> <p>Student Trustee Pre-meets.</p> <p>Speaking to current students in Student Central about general issues/queries, signposting them to relevant services.</p>	11%

UEC REPORT - WEEK ENDING 25 MAY 2018

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NAME: Jennie	
I'd like to thank	<p>Sam for all her work and support on the Your Idea's submissions and helping me to work through them and for her feedback on the #HullMinds survey data write-up.</p> <p>Sam, Jack, Sophie and Alex for their help and support with the A-Z and mental health booklets.</p> <p>Andy and the whole commercial team for their input and support of the Ask For Angela (AFA) initiative.</p>
Officer Impact	<p>Written up the #HullMinds Survey Data and sent the report to the Director of Student Services. Awaiting response.</p> <p>Written up the PGT survey data to send to the VC directly.</p> <p>Been working on the Accommodation report and giving feedback on the Community Guide for HullSTARS</p> <p>Been working with Andy and Marketing on trying to prevent cases of sexual assault and harassment in Asylum.</p> <p>Launched the Ask For Angela Initiative and breastfeeding accreditation.</p>
Update on my objectives	Completed.
Things I'm proud of/ I need support with	Proud of the AFA launch and shouting about breastfeeding accreditation.

ENGAGEMENT BREAKDOWN

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18.5.18	44	6	Chairing the referendum debate, general drop-ins, 1-2-1s	15%
25.5.18	42	8	Reading papers with student trustees, trustee board, drop-ins and general engagement	20%

UEC REPORT – WEEK 1 ENDING 18th May 2018

WEEK 2 ENDING 25th May 2018

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NAME: Salman Anwar	
I'd like to thank	Nicole for the great support and work with the Faculty Rep interviews. Liz for help with an application.
Officer Impact	<ul style="list-style-type: none"> - Continued faculty Rep Interviews. We now have all 4 Faculty Rep positions filled. For those unsuccessful we've suggested Subject Rep positions where available. - Final University Learning and Teaching Committee presenting an updated Student Voice Code of Practice - Panopto Lecture Recording Meeting with Mike Ewen, looking at how students can find out about Panopto when full roll out in September and about an upcoming University Learning and Teaching Conference - Trustee Board - Attended a FACE Faculty Forum which looked at student engagement, building a student community etc
Update on my objectives	<ul style="list-style-type: none"> - Helping students with issues around modules and exam issues
Things I'm proud of/ I need support with	<ul style="list-style-type: none"> - Having all 4 Faculty Reps in place

ENGAGEMENT BREAKDOWN

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18/05/18	39	3	Talking to students about issues they have, Faculty Rep Interviews, Student Trustee pre-meets, FACE Faculty Forum	7.7%
25/05/18	34	3		8.8%