

MINUTES OF UNION EXECUTIVE COMMITTEE MEETING

Held at 2pm on Tuesday 1st May 2018

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 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) **Student pulse**

- MCM discussed the student pulse report and gave an overview of the findings.
- MCM flagged some of the outcomes that varied by 10%.
- 48% of students feel the officers represent student views effectively. MSD queried what the officers proposed to do with these results.
- OO voiced HUU need to actively and engage with students, update some of HUU structures such as Union Council and promote the officer wins more, students may not realise what work officers are undertaking. OO further added the new officer team could go to lecture shout outs and be more visible in the 2nd semester.
- MCM flagged the results from March, there are dips in the feedback which could relate to the strike action.
- MCM expressed any results that seem a fundamental issue, HUU can lobby the University on behalf of the student voice.
- MCM asked the officers if there are any that we can focus on to doing something about.

- SA highlighted the timetabling results, hopefully this should improve next semester.
- JW stressed students do not realise how little contact time some of the courses have. To manage this the officers proposed for the University to be honest and transparent with the amount of contact time a course would entail.
- MCM expressed the organisation of a course including contact time and feedback timings is an issue HUU can lobby. The officer team agreed.
- 33% of students are troubled with loneliness and 60% are worried about paying for things they need. JW would like to break down this data. **Action: JW**
- MSD voiced concerns at the dropout rate recently and would like HUU to understand the process of dropping out and question if the University have an exit interview or a stepping stone before leaving. **Action: Advice Centre**

- MCM proposed having an online focus group to question students around wellbeing issues.
- MSD suggested running a societies based Give It A Go week.
- MSD highlighted the results regarding student led volunteering projects. There are more volunteering groups than previous years, however, there is possibly not as much communication regarding it.
- The committee agreed the main results to focus on are regarding money, loneliness, mental health and organisation of courses.
- MCM would like a meeting to discuss these results and the actions to take. **Action: AC**

b) **Campaign Funding Forms**

- **#HullMINDS – Exam Packs.** A campaign funding form to promote mental health during exam period was approved by all officers. **Total approved: £280.00**

c) **Your Ideas Scheme – Please see attached form**

5. **Chief Executive & SMT update -**

- During the SMT meeting the team looked at budgets, summer staff day, the redevelopment project and possibly a refreshment over the summer.
- MCM is reviewing the strategy which is to be relaunched to staff.
- Finance and Resource Manager is working budgets.
- HR Manager is finalising the CEO recruitment.

6. **Marketing Update –**

7. **Weekly Reports & Accountability**

a) **President –**

- OO supporting student led campaigns with the Student Engagement Co-Ordinator and the University careers team.
- OO enjoyed Trophy Pres and engaging with students.
- OO will be dedicating some time to the Your Ideas Scheme.

b) **Welfare & Community Officer –**

- JW voiced the Commercial policy has been created for the Ask for Angela scheme. JW to meet with the Commercial and Operations Manager to gain feedback.
- JW working on the A-Z of wellbeing with marketing to ensure it is in line with our brand.

c) **Education Officer –**

- SA pleased the No Platform Policy passed at Union Council.
- SLTAS were enjoyable, the evening went well.
- SA attended a language review panel which was really insightful.

8. **Any Other Business**

9. **Reserved Business**

None reported.

10. Next Formal Meeting

Tuesday 5th December 2017

Your Idea's Scheme UEC Allocation 01/05/2018

1	Cheap food is nice, but please sort out food waste	<p>Dear All,</p> <p>I am very happy that when I visit the union supermarket I can sometimes find nice food with low prices - such as 10p for a sandwich, when the "use by date" gets near the end. I hope this keeps being this way. :)</p> <p>But I've just found out that all the food is wasted if not bought. I also understand that it is complex to implement successful food waste policies.</p> <p>My idea is that it would be nice to have some specialist taking care of such policy implementation at the uni. Also, maybe adherence to more global - not just the uni - protocols regarding sustainability wherever possible, please.</p> <p>Thank you,</p>	OO
2	Supply different coloured paper for dyslexics	Coloured writing paper for those who suffer from dyslexia - should be given to help.	JW & Jess Clunan
3	Reduce the University's plastic consumption	<p>Having helped trigger the 'war on plastic' through the broadcast of Blue Planet II, the BBC has announced its own plans to end the use of single use plastics across its operations by 2020. As a University with thriving Marine Biology and Environmental courses, I feel as though we should also be trying to reduce our use of single use plastic too.</p> <p>With the successful introduction biodegradable straws across campus, I feel as though we can take this one step further by:</p> <ul style="list-style-type: none"> - changing all the packaging of food that is produced by the University (i.e salads, sandwiches, fruit pots etc etc) to vegware - changing all plastic cutlery to wooden cutlery - having more recycling bins/points throughout campus <p>#STOPtheplastictide</p>	JW
4	Lecturers to actually upload lecture material prior to the lectures	<p>The University has a University wide policy that expects lecturers to upload lecture/workshop/practical materials to Canvas at least 24 hours prior to the session. I believe this is a reasonable expectation, however it is extremely rarely consistently followed and is becoming more frustrating for students as the year comes to a close.</p> <p>Many students I know have a learning difficulty which makes it difficult for them to read and follow slides in lectures. Personally I find it helpful to print handouts of the slides to help me structure my notes and better understand the lecture. Even if you don't do this, lecturers push us to look over material before each lecture,</p>	SA

but how can we be expected to do this if they don't upload anything in time?

I would like to suggest that the University more strictly enforce their policy on staff to upload materials required prior to the sessions, ideally in handout form, so that students are able to flick through them and better follow the lecture.

UEC REPORT - WEEK ENDING 27/04 Month 2018

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

NAME: Osaro Otopo	
I'd like to thank	Kate & Emily for the support and organisation gone into the CEO interviews.
Officer Impact	<p>I passed a motion on Students & Brexit at Union Council. Making sure HUU support students passionate about the effects of Brexit. This includes lobbying to protect student mobility, the Erasmus+ scheme and influencing the meaningful vote on the terms of the Brexit deal in Parliament in Autumn 2018.</p> <p>I was the officer lead at AU Trophy Pres at the KCOM Stadium. This was organised with by AU Exec, Vicky Dean and Laura Huntenburg. 276 students brought tickets. 23 clubs attended. 17 trophies were awarded. We gave out 16 raffle prizes. It was a great night!</p> <p>I contributed to the Open Day workshop ran by Deborah Green, Director of Student Recruitment. I said that if they want sports teams and societies involved they need to offer monetary rewards to the clubs & society accounts. They've said it is something they will make a business case for.</p>
Update on my objectives	<p>Continuing supporting student-led campaigns. Working with careers, marketing & Sam to help two PhD students with their careers event in May.</p> <p>Continuing to make sure student trustees feel connected and well supported by reaching out to them regularly.</p>
Things I'm proud of/ I need support with	I need support with making sure time is put into my diary to complete admin work including your ideas – I've need help to make sure other meetings don't take up that time.

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
27/04	48	8.5	Union Council Student Trustee Chat Student Hub campaign meeting & campaign planning OFOC EU debate Speaking to current students in Student Central about general issues/queries, signposting them to relevant services.	18%

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NAME: Jennie	
I'd like to thank	<p>Andy and Sam for their support with the Ask For Angela initiative</p> <p>Salman, Osaro, Emily and Nicole for their help with the Zero Tolerance and Breastfeeding policies now they have been approved by Union Council</p> <p>Salman, Veronica and Benedict for a wonderful night at the SLTAs! Was lovely to celebrate with everybody and be included in the night.</p>
Officer Impact	<p>Presented at the SLTA awards</p> <p>Zero Tolerance and Breastfeeding Policies both went through Union Council without any issues.</p> <p>Been working on stakeholder identification for the trustee board with Emily</p> <p>Working on a mental health handbook for committee training sessions and general student body as well as the A-Z of Wellbeing (not as bad as it sounds we just need a catchier name) with SWLWS</p> <p>Working on putting together a policy and 'flow chart' for the Ask for Angela initiative.</p>
Update on my objectives	<p>All complete.</p> <p>Am working on Mental Health Awareness Week and handover now.</p> <p>Some final work needs doing on finishing off loose ends</p>
Things I'm proud of/ I need support with	<p>Proud of presenting at the SLTAs and work on AFA and Policies</p> <p>Will need support with the final promotion of campaigns and getting students engaged</p>

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27.4.18	50	12	Union Council, Catch-ups, Drop-ins, SLTAs	24%