



# SPORT ZONE MEETING: MONDAY 18<sup>th</sup> NOVEMBER 2019

## MEETING POSTPONED.

LOCATION: STUDENT CENTRAL.

**Attending:** Erin Pettit, President of Sports (PS) and acting Chair; Vicky Dean, Sports Co-Ordinator (VD); Rhianna Marie Phillips, AU Secretary (RMP); Tommy Covington-Young, AU Marketing and Communications (TCY); Lucy Tune, AU Marketing and Communications (LT); Jenny Lawrence, AU BUCS Officer (JL); Megan Greenwood, AU Non-BUCS Officer (MG); Tejiri Cousin, AU Participation and Engagement Officer (TC); Vanessa Igbenabor, AU Inclusivity and Diversity Officer (VI); Ryan Parker, Councillor for Scrutiny (RP); Lucy Satur, Representative for Women in Sport (LS).

1. **APPOLOGIES**  
None received.
2. **INTRODUCTIONS AND PRONOUN POLICY**  
Introductions and pronouns were given.
3. **PREVIOUS MINUTES**  
Previous minutes approved.
4. **RESIDENT OF SPORTS UPDATE**  
?
5. **SPORT ZONE UPDATES**  
?
6. **UNION COUNCIL AND MOTIONS**  
?
7. **AOB**

## ROLE DESCRIPTIONS (taken from SO4004)

### 1) President of Sports

In addition to the duties detailed in SO 4001, the President of Sports shall in the context of the Committee:

- i. Be the chair of the Committee, with a casting vote only;
- ii. Organise the time, date and location of all Committee meetings;
- iii. Be the chair of the Awards Committee, with a casting vote only and to convene its meeting;
- iv. Be the chair of the Colours Committee, with a casting vote only and to convene its meeting;
- v. To support all members of the Committee in their personal development, balancing their priorities and completing their objectives.
- vi. To ensure that any task asked of Committee members is appropriate, meaningful and within their capability.
- vii. To ensure that any performance review of a member of the Committee arising from a motion of the zone (see 4002 11.4) is conducted in a fair and timely manner, with due consideration to the rights and wellbeing of the Committee member.

### 2) AU Secretary


- i. To be an active part in the planning and delivery of events that are the responsibility of the AU Executive Committee.
- ii. Be a voting member of the Awards Committee;
- iii. Be a voting member of the Colours Committee;
- iv. To be responsible for facilitating the administration of the Committee.
- v. To be responsible for facilitating the administration of the Zone (see 4002 9 and 10)
- vi. To assist the President of Sport by conducting appropriate administration and research tasks.
- vii. The AU Secretary shall take the minutes of Committee meetings, the Awards Committee meeting and the Colours Committee meeting.

### 3) AU Marketing and Communications

- i. To be an active part in the planning and delivery of events that are the responsibility of the AU Executive Committee.
- ii. Be a voting member of the Awards Committee;
- iii. Be a voting member of the Colours Committee
- iv. To be responsible for the management and monitoring of the Committee email account.
- v. To be responsible for the management, monitoring and security of the Committee Instagram account.
- vi. To be responsible for the management, monitoring and security of any and all non-specified Committee Social Media accounts.
- vii. To work with the President of Sports to create, promote and publicise relevant communications with the AU, its Clubs and Constituents. This will include but is not limited to information about the following: AU events, Event/Game of the Week/Month, Team of the Month, Team of the Trimester, AU Awards and AU Colours.

### 4) AU BUCS Officer

- i. To be a full voting member of Union Council.

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- ii. To be an active part in the planning and delivery of events that are the responsibility of the AU Executive Committee.
  - iii. Be a voting member of the Awards Committee;
  - iv. Be a voting member of the Colours Committee;
  - v. To be the advocate for AU constituent interests, issues and opinions on any matters relating to BUCS sporting activity within the AU Exec and the Sports Zone.
  - vi. To work with AU Marketing and Communications and other relevant parties to promote and publicise BUCS sports, Clubs, fixtures and results.

#### **5) AU Non-BUCS Officer**

- i. To be a full voting member of Union Council.
- ii. To be an active part in the planning and delivery of events that are the responsibility of the AU Executive Committee.
- iii. Be a voting member of the Awards Committee;
- iv. Be a voting member of the Colours Committee;
- v. To be the advocate for AU constituent interests, issues and opinions on any matters relating to non-BUCS sporting activity within the AU Exec and the Sports Zone.
- vi. To work with AU Marketing and Communications and other relevant parties to promote and publicise non-BUCS sports, Clubs, fixtures and results.

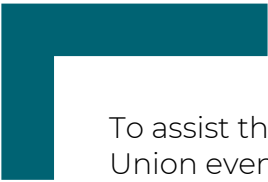
#### **6) AU Participation and Engagement Officer**

- i. To be a full voting member of Union Council.
- ii. To be an active part in the planning and delivery of events that are the responsibility of the AU Executive Committee.
- iii. Be a voting member of the Awards Committee;
- iv. Be a voting member of the Colours Committee;
- v. To improve participation and engagement with and within the Athletic Union by researching, proposing and working on enhancing existing procedures and processes.
- vi. To improve participation and engagement with and within the Athletic Union by researching, proposing and working on new campaigns, initiatives and procedures.

#### **7) AU Inclusivity and Diversity Officer**

- i. To be a full voting member of Union Council.
- ii. To be an active part in the planning and delivery of events that are the responsibility of the AU Executive Committee.
- iii. Be a voting member of the Awards Committee;
- iv. Be a voting member of the Colours Committee;
- v. To improve inclusivity and diversity within the Athletic Union by researching, proposing and working on enhancing existing procedures and processes.
- vi. To improve inclusivity and diversity within the Athletic Union by researching, proposing and working on new campaigns, initiatives and procedures.

### Duties of the AU Executive Committee



To assist the President of Sports in the planning and delivery of Athletic Union events, these must include but are not limited to; AU Ball, Varsity and AU Trophy Presentation.

To assist and support the President of Sports in any other appropriate way that they have the time to do so.

**a. Athletic Union Awards Committee**

The Awards Committee shall be formed of all members of the Committee as full voting members plus the President of Sports as Chair.

The Sports Co-ordinator will attend in a non-voting capacity.

The awards committee shall review the nominations and decide the winners of all the AU awards presented at AU Trophy Presentation.

**b. Athletic Union Colours Committee**

The Colours Committee shall be formed of all members of the Committee as full voting members plus the President of Sports as Chair.

The Sports Co-ordinator will attend in a non-voting capacity.

The Colours committee shall review nominations for Athletic Union Full, Half and Club Colours, awarding the relevant colours where appropriate and deserving, for presentation at AU Trophy Presentation or any other time.