



UNION EXECUTIVE COMMITTEE MINUTES

Friday 21st September 2018 10.30am

Present: Osaro Otobo, President of The Students' Union (PRES); Andrew Costigan, President of Welfare & Community (PWC), Nicholas Wright, President of Sports (PS), Isobel Hall, President of Education (PE), Thomas McNamara, President of Activities (PA)

Attending: Liz Pearce, Membership Services Director (MSD)

1. **Apologies**
Apologies received from CEO and SM
2. **Minutes of previous meeting** Minutes taken as read
3. **Matters arising**
The President team would like an ideas meeting regarding their loneliness objective. **ACTION: AC**
4. **For Discussion & Decision**
 - a)
 - **Proposal for Sponsorship**
 - PS discussed with Commercial Services Director a proposal to sponsor a number of sports teams
 - This will help to create groups that are more substantial and help smaller groups who often do their own fundraising to keep their ends meet.
 - PS voiced that packages need to be applied for, to make it a fair process.
 - PA questioned if some of the pot of money could be open to societies.
 - PS voiced the commercial could be however the O'Neil's additional funds would not.
 - Pres stated it would be interesting to investigate societies requirements.
 - **ACTION: PS and PA to create criteria for sponsorship proposal to bring to the next UEC.**
5. **Chief Executive & SMT update**
 - MSD expressed a very eventful week with Welcome fest.
 - Finance Manager obtained the signed data agreement this week.
 - Human Resource Manger looking at organisational culture and the employee engagement survey.
6. **Marketing Updates**
 - Marketing team stated the app has had over 2000 downloads and 2000 wristband sales.
 - MCM working on WelcomeFest review.
 - SM Welcome Fest design spreadsheet sent via email.

7 Team objectives

- The team would like a meeting to discuss the processes of Union Council. **ACTION: AC**
- PE would like a meeting regarding the team objectives. **ACTION: AC**
- Pres voiced a team meeting before each Union Council would be useful. The Monday morning meeting before Union Council is team objectives. **ACTION: AC**
- The team would like a Team objectives box on UEC weekly report. **ACTION: AC**
- The team would like an informal UEC meeting again. **ACTION: AC**

8 Weekly Reports & Accountability – circulated and taken as read (see attached)

a) President of Students' Union

- Pres thanked everyone who prepped for WelcomeFest.
- Pres is busy with Black History Month.
- Pres met with a student regarding men's mental health with PS and PWC.
- Pres is proud to be on the remuneration committee.
- Pres would like a meeting regarding celebrating you as a group meeting. **ACTION AC.**

b) President of Welfare & Community

- PWC expressed there is an interest for women's officer and bame officer.
- PWC gave a talk to 120 bar staff regarding vulnerable students.
- Mental health work is going well and PWC is proud of the work so far.
- Lights are going to be installed by the council at the beginning of October.
- PWC would like help with SHAG week. PWC would like help with handing out leaflets

c) President of Sports

- PS enjoyed the visit to Newcastle, their sports officer had a lot of interesting ideas.
- PS delivered a talk to mature students at a taster day.
- Pres questioned PS regarding 70th anniversary plans. PS stated a mass photo would take place at the sports centre. In addition, there will be a themed Tower night.

d) President of Education

- PE discussed printing with IT.
- PE is creating a paper with Glenn Burgess
- PE started planning for Post Grad week.
- PE dealing with student enquires and complaints via social media.

e) President of Activities

- PA has been busy arranging the societies fairs and admin work.
- PA met with the SEC.
- PA discussed creating a societies treasury group on Facebook.
- PA received positive response regarding the proposal for SEC.
- PA submitted proposal to the Finance Manager regarding RAG.

9. Any Other Business

a) More for Mature

- PS and PE have created a campaign form to increase the percentage of mature students being involved in HUU, this includes mature student mixers,



promoting the advice centre, our new student kitchen and encouraging them to vote in elections.

- PS and PE working with two of the student engagement officers on this campaign.
- MSD expressed a concern of marketing. PS and PE stated they have a lot of contacts between them, they would need marketing help with retweets, an event and boost posts.
- PWC suggested a pop up surgery with the Advice Centre.
- **The Team Approved a budget of £391.00.**

b) President Updates

- Pres would like the team to give the Student Voice Manager feedback on your ideas policy. **ACTION: President Team**
- Pres would like a meeting to discuss post grad week with PE. **ACTION: AC**
- Pres expressed the outcomes from the strike fund; suggestions have been made which have a legacy. Pres would like a meeting to discuss this further with the team. **ACTION: AC**

10. Reserved Business

11. Next Formal Meeting Tuesday 2nd October 2018

UEC REPORT - WEEK ENDING 14/09 Month 2018

This report should be completed by each Thursday by 3pm and emailed to Alex together with any papers for the meeting

NAME: Osaro Otobo	
I'd like to thank	<p>Everyone at HUU that has been working hard in preparation for WelcomeFest.</p> <p>Marketing team on the work on done on signage and vinyls!</p>
Officer Impact	<p>I got interviewed to talk about Tilly the sea turtle, #myplasticpledge the steps both HUU and UoH are taking to have a more sustainable campus.</p> <p>SU visit to Newcastle; one of the most important things we spoke about was about being proactive on strike action mitigation.</p> <p>Did a workshop on motivating volunteers to ensure we so the best we can for our HUU volunteers this year.</p> <p>Discussed revamping of volunteer of the month for a more coordinated approach this year across all zones.</p> <p>Had a team brainstorming session on 70th Anniversary of the AU to discuss potential ideas on how to celebrate it.</p> <p>Presented a paper on the governance review I plan on doing this year with the support of my team.</p> <p>Had YSJ visit us to discuss objectives and share ideas.</p> <p>After asking to be on the remuneration committee and following it up a few times, I am happy to say that I will be on the committee.</p>
Update on my objectives	<p>I've been talking to various people to get a programme together for BHM. I want to work with the wider city as well as HUU & the university. I've been in contact with societies and have some meetings lined up. I also have been discussing collaboration with the new BBC platform #NoFilter ran by the Face of Hull 2017 Kofi Smiles.</p> <p>I've had a meeting with the campus Movember rep, alongside Andy & Nick, to discuss how we can support and create a student-led male mental health campaign.</p> <p>I'm currently planning doing an 'Ideas for Change' workshop to push student-led campaigns this year.</p> <p>Two of the HE issues that I'm leading on are the Black Attainment Gap & Brexit. I am planning of having a chat with the Huddersfield president as they have been doing good stuff around the BAG. And on the Brexit front, two societies (politics soc and lib dem soc) are planning on hosting a debate around the topic and I've agreed to be a speaker.</p>
Things I'm proud of/ I need support with	<p>I'm proud of the work I've done so far leading up to WelcomeFest. I'm proud that I will be on the remuneration committee.</p>

LASTing Impact

	What?	Outcome?	Objectives	Rating	Comments
Listen	<p>Student-led campaign meeting on male mental health</p> <p>Where: Membership Services</p>	<p>I've sent a form through so we can get all his ideas down in a plan and get some actions out of it. We also have said that we will have a follow-up meeting.</p>	<p>Team <input checked="" type="checkbox"/></p> <p>Personal <input checked="" type="checkbox"/></p> <p>Topical <input checked="" type="checkbox"/></p>	<p>○</p> <p>○</p> <p>●</p>	
Ask	<p>I asked societies if they wanted to get involved with black history month.</p> <p>Where: Facebook group & email communication.</p>	<p>I've had the ACS and the Film Society come back to me saying that they want to work with me on BHM. I've got a meeting with ACS booked in. I've responded to the Film Soc president to discuss things further.</p>	<p>Team <input checked="" type="checkbox"/></p> <p>Personal <input checked="" type="checkbox"/></p> <p>Topical <input checked="" type="checkbox"/></p>	<p>○</p> <p>○</p> <p>●</p>	
Show	<p>#MyPlasticPledge photoshoot and interview.</p> <p>Where: BJL</p>	<p>Raises the profile of HUU and UoH to prospective & current students as well as alumni.</p>	<p>Team <input checked="" type="checkbox"/></p> <p>Personal <input type="checkbox"/></p> <p>Topical <input checked="" type="checkbox"/></p>	<p>○</p> <p>○</p> <p>●</p>	
Tell	<p>BBC Humberside interviews. I talked WelcomeFest; what events to attend and how to get involved in fun HUU life.</p> <p>Where: Library/Larkin</p>	<p>Gives students vital information. It also raises the profile of HUU.</p>	<p>Team <input type="checkbox"/></p> <p>Personal <input type="checkbox"/></p> <p>Topical <input checked="" type="checkbox"/></p>	<p>○</p> <p>○</p> <p>●</p>	

UEC REPORT - WEEK ENDING 21 September 2018

This report should be completed by each Thursday by 3pm and emailed to Alex together with any papers for the meeting

NAME: Andrew Costigan	
I'd like to thank	<p>Angie Drinkall for helping to organise welfare and opportunities fair</p> <p>Sophie, Jack, Alex, Emma and Rachel (again) for their support with my campaigns in particular suicide prevention day tweeting.</p> <p>Toni Proctor for being so accommodating with ideas about housing</p> <p>Liz Pearce and Jane Stafford for supporting me with an awkward situation about environmental campaigns</p>
Officer Impact	<p>Spoke with PTOs in my zone about ideas they had for campaigns to run in the coming academic year. Supported them in running their own committees as some of them highlighted issues that they wanted support with.</p> <p>Spoke to members of the health and wellbeing team regarding my feedback on the mental health strategy.</p> <p>Delivered a talk on the welfare of vulnerable students to student commercial staff during their training – touching on my role as a president, the angels, ask for Angela and recognising vulnerable students.</p> <p>Attended and spoke at the University Angels' training event and collected feedback on the lighting conditions of Salmon Grove to feedback to the university Estates team.</p> <p>Participated in PR for the launch of the plastic turtle erected outside the library,</p> <p>Visits to Newcastle and Huddersfield SU's.</p>
Update on my objectives	<p>Mental health strategy feedback going well – to be considered in the redrafting. "Wellbeing audit" of the university possibly to be undertaken to find out how everyone working at the university can impact wellbeing.</p> <p>Lights to be installed by council at the beginning of October. Submission to the university estates team to follow for updated lighting on university buildings.</p> <p>Housing fair moved earlier this year – campaign to launch in November to empower students with knowledge about their housing rights. Re-introducing the power of HullStars and its value for students.</p>
Things I'm proud of/ I need support with	<p>Support with: Implementing SHAG week</p> <p>Proud of: Progress with mental health strategy so far - positive</p>

LASTing Impact

	What?	Outcome?	Objectives	Rating	Comments
Listen	PTOs had some questions regarding volunteers. Where: In person in the union	Advice given – matter to be resolved in face to face meetings.	Team <input type="checkbox"/> Personal <input type="checkbox"/> Topical <input checked="" type="checkbox"/>	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	Further issues may develop down the line – I will monitor the situation as required and give further advice if needed.
Ask	Asked University Angels about the lighting conditions Where: Courtyard	Collated feedback to be submitted to the estates team via Share point.	Team <input type="checkbox"/> Personal <input checked="" type="checkbox"/> Topical <input type="checkbox"/>	<input type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/>	Students and staff are keen to give feedback – may not result exactly in the desired outcome as any improvements to lighting will be in line with development plans for the “university quarter”.
Show	Distributed A-Z of wellbeing booklets to all HUBS and some members of SVOT. Where: HUBS/ Union	300 to SVOT 75 per HUB	Team <input checked="" type="checkbox"/> Personal <input checked="" type="checkbox"/> Topical <input checked="" type="checkbox"/>	<input type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/>	Hopefully students will engage with the message and utilise the book. Current provisions have been passive – hoping to go out onto campus to hand the booklets to people directly in particular Sports Teams.
Tell	Shared with University of York St John Students Union the plans for the year regarding mental health. Where: Union	They have taken some ideas on board regarding their mental health strategy. They shared their plans to make an institutional wellbeing audit.	Team <input checked="" type="checkbox"/> Personal <input checked="" type="checkbox"/> Topical <input type="checkbox"/>	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	Hopefully I will be able to follow this up in the coming months and share feedback even more.

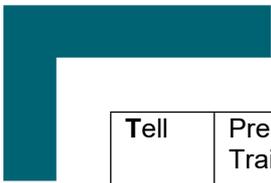
UEC REPORT - WEEK ENDING 14 SEP 2018

This report should be completed by each Thursday by 3pm and emailed to Alex together with any papers for the meeting

NAME: Nick Wright	
I'd like to thank	Andy King – for helping me get the team more lollipops Vicky – Delivering Training to Presidents and Treasurers, Andy – for inviting me the BSF18 talk on male suicide
Officer Impact	Good SU visit to Newcastle – had some good conversations about sport with their AU Officer. Delivered a presentation to mature students at the mature students' taster day. Still working with clubs on budgets Had a look round the sports facilities before the opening
Update on my objectives	AU Exec adverts out 10/9 through presidents AU Exec training progress made
Things I'm proud of/ I need support with	Got Man of the Match on my debut for Hullensians Getting AU Exec ads out on time. Got a round of applause at the end of my presentation to mature students Sneaking the YSJ sabbs into the sports Centre to show off how great it is

LASTing Impact

	What?	Outcome?	Objectives	Rating	Comments
Listen	Meeting with various presidents Where:		Team <input type="checkbox"/> Personal <input checked="" type="checkbox"/> Topical <input checked="" type="checkbox"/>	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	Talking through budgets and understanding some of the intricacies of different sports.
Ask	 Where:		Team <input type="checkbox"/> Personal <input type="checkbox"/> Topical <input type="checkbox"/>	<input type="radio"/> <input type="radio"/> <input type="radio"/>	
Show	Instagram post of 'this week I am' and photos of sports centre Where:		Team <input checked="" type="checkbox"/> Personal <input checked="" type="checkbox"/> Topical <input checked="" type="checkbox"/>	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	Got multiple complements on my 'this week I am' from students including one saying that by me showing I'm not happy with my body and trying to change was a really good message.



Tell	President's Training Where:		Team <input type="checkbox"/> Personal <input type="checkbox"/> Topical <input checked="" type="checkbox"/>	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	Supported Vicky in delivering the Training, answered a number of questions at the end.
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UEC REPORT - WEEK ENDING xx Month 2018

This report should be completed by each Thursday by 3pm and emailed to Alex together with any papers for the meeting

NAME:	
I'd like to thank	Marketing for helping me with my objectives
Officer Impact	<p>I ran my Academic Representation Workshop</p> <p>I have set up a meeting with ICT so we can work together to produce a paper on printing to the ULT</p> <p>I got a response from the VC about my PG Forum report</p> <p>I am writing role specs for PG Champions</p> <p>I am started planning events for PG week</p> <p>Met our first PGCE Course Reps for the year</p> <p>Continuing work for TEDx Report</p> <p>Helped PG students get an extension</p>
Update on my objectives	<p>Met with printing (Friday 14th)</p> <p>PG role specs and response from VC</p>
Things I'm proud of/ I need support with	

LASTing Impact

	What?	Outcome?	Objectives	Rating	Comments
Listen	Where:		Team <input type="checkbox"/> Personal <input type="checkbox"/> Topical <input type="checkbox"/>	○ ○ ○	
Ask	Where:		Team <input type="checkbox"/> Personal <input type="checkbox"/> Topical <input type="checkbox"/>	○ ○ ○	
Show	Where:		Team <input type="checkbox"/> Personal <input type="checkbox"/> Topical <input type="checkbox"/>	○ ○ ○	
Tell	Where:		Team <input type="checkbox"/> Personal <input type="checkbox"/> Topical <input type="checkbox"/>	○ ○ ○	

UEC REPORT - WEEK ENDING 13th September 2018

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

NAME: Tom McNamara	
I'd like to thank	<p>Andy King – For offering up spare shelving from his new office for society storage. Again for his support and advice as my Senior Management Mentor.</p> <p>Vicky Dean – For working with me to deal with the many queries we've had from societies during this busy time of the year including students asking for stalls at the societies fair and dealing with errors when signing up to President and Treasurer Training.</p> <p>Nicole Steele – For advising me on how to write a motion for Union Council and offering further advice around the motion itself.</p> <p>Jack Baldwin – For quickly setting up the new HUU Societies & Volunteering FB Page so that it would be ready for the run up to WelcomeFest.</p> <p>Emma Platt – For designing our new business cards and getting them sent out to print.</p> <p>Leoni Shirt – For quickly turning around the Cover Photo graphics for the Society President and Treasurers Group.</p>
Officer Impact	<p>These last few weeks has typical involved a lot of admin, answering student concerns in the run up to WelcomeFest and working with the HUU Sports & Societies Coordinator to arrange and promote President and Treasurer training as well as assigning stalls for the societies fairs.</p> <p>I have also had my first meeting of the year with the Societies Executive Committee to discuss plans for the year including Society Presidents' Social, SEC EGM and Societies Council.</p>
Update on my objectives	<p>The big thing that I have been focusing on lately is my proposed restructure of the SEC (Societies Executive Committee). I've written a draft motion for Union Council which has the backing of the incoming SEC. This restructure will help me work more effectively with the committee in supporting and championing societies.</p> <p>In terms of advertising, I have a few meetings coming up in the next weeks and have sent a few follow emails regarding advertising space. We finally have a HUU Societies & Volunteering Facebook page which is something I had set out to do in my manifesto due to their being no central social media page for student activities.</p> <p>I have also submitted my proposal for the RAG Grant to our Finance and Resource Manager for approval.</p>
Things I'm proud of/ I need support with	<p>I am very happy that the HUU Societies & Volunteering Page is finally set up as that was something I had set out in my manifesto.</p> <p>I'm also glad that I have had such a positive response to my Union Council motion.</p>

LASTing Impact

	What?	Outcome?	Objectives	Rating	Comments
Listen	<p>1. Concerns from societies regarding bookable space.</p> <p>2. Concerns around storage space for societies.</p> <p>3. Concerns about training.</p> <p>Where:</p>	<p>1. I am going to launch a review into room bookings by societies and aim to get a better grasp of the space we have access to and can be used by students.</p> <p>2. I followed this up with the Commercial Services Director and have managed to get shelving for a society store room to help the society make the most of the space.</p> <p>3. I replied to concerns from students who couldn't book onto training due to technical problems; manually taking a record.</p>	<p>Team <input type="checkbox"/></p> <p>Personal <input type="checkbox"/></p> <p>Topical <input checked="" type="checkbox"/></p>	<p>○</p> <p>●</p> <p>○</p>	
Ask	<p>1. I proposed my Union Council Motion for a Restructure of the SEC, to the new committee as well as several students in order to gain feedback.</p> <p>Where:</p>	<p>1. Unanimously positive feedback Due to feedback, I will move forward to present my proposal to society presidents to gain their feedback as they will be the most affected by the motion passing.</p>	<p>Team <input type="checkbox"/></p> <p>Personal <input checked="" type="checkbox"/></p> <p>Topical <input type="checkbox"/></p>	<p>○</p> <p>○</p> <p>●</p>	
Show	<p>Where:</p>		<p>Team <input type="checkbox"/></p> <p>Personal <input type="checkbox"/></p> <p>Topical <input type="checkbox"/></p>	<p>○</p> <p>○</p> <p>○</p>	
Tell	<p>Where:</p>		<p>Team <input type="checkbox"/></p> <p>Personal <input type="checkbox"/></p> <p>Topical <input type="checkbox"/></p>	<p>○</p> <p>○</p> <p>○</p>	