

# UNION EXECUTIVE COMMITTEE MINUTES

PRESIDENT, CHAIR  
TUESDAY 18<sup>TH</sup> FEBRUARY 2020, 1PM  
MEETING ROOM 3, STUDENT CENTRAL

Present: Isobel Hall (President of the Students' Union – Chair, PRES); Abigail Morris (President of Inclusivity & Diversity, PID); Erin Pettit (President of Sports, PS); Orduen Nguper Simeon (President of Education, PE)

Attending: Jane Stafford (Chief Executive, CEO); Leanne Spencer (Administration Co-Ordinator – Minutes, AC); Elise Bateman (Campaigns & Democracy Co-Ordinator, CDC)

Apologies:

Conflicts of Interest:

## 1. Minutes of previous meeting

AC noted the date was incorrect.

PS noted that Agenda Item 5 should say noted rather than scrutinised.

**ACTION AC to make the above changes to the minutes**

## 2. Matters arising

Agenda Item	Action	Actioned By	Outcome
1 Minutes of the Previous Meeting	ESC to add that PE's accountability update was verbal.	ESC	Complete
2 Matters Arising	ESC to circulate the updated Associate Membership form to staff and explain the process.	ESC	Complete
3 SHAG Week Campaign Request Form	PID and SD to have a meeting to discuss the SHAG Week campaign request form further	PID and SD	Complete
5 Dormant Club and Society funds	PA and PS to meet with the Finance & Resource Manager to discuss the dormant club and society funds	PA and PS	ACTION PS to catch up with FRM
6 Alcohol, Initiations, and Social Events Policy	PS to change "clubs and societies" to "students groups" within the policy	PS	Complete
6 Alcohol, Initiations, and Social Events Policy	PS to check in with PE to make sure that he is happy with the changes to the policy	PS	Complete

10	Accountability Report – President of Education	President Team to send their questions for PE on his report to ESC	President Team	Complete
	Any Other Business	SD to discuss how the Membership Services Managers are communicating the President Team in his meetings with them next week	SD	Ongoing

### 3. Campaigns Budget Discussion

PRES explained that this paper is to discuss change the campaigns budget in order to include Part Time Officer engagement as she was not aware that there was a budget for engagement. PRES said that it would be useful if the President Team could have access to this budget.

PS said that it would be useful to set out what engagement is if we are to access this. PS stated that there needs to be rules and criteria that would need to be met.

The Committee agreed in principle with the need to change the Campaigns Budget to the Campaigns and Engagement Budget. The Committee agreed that PRES would talk to CDC about drawing up criteria for the budget and bring it back to UEC for approval.

**ACTION PRES to talk to CDC about drawing up criteria for the budget and bring back to UEC for approval**

**ACTION PRES to check with SVM about what the engagement budget is**

PID noted that her Part Time Officer's had been using the Inclusivity & Diversity budget for engagement. CEO said that it would be useful to have the information on the budgets fed into the induction for the President Team next year.

### 4. Update on Standing Orders

CDC explained that she had met with Stephen Dowson (SD) to discuss the Standing Orders and will be meeting with the Student Opportunities Manager to discuss amendments. CDC said that she would be putting together a document which will list all the changes to the Standing Orders.

PID asked if any changes to the Standing Orders would need to go to Union Council; PRES replied that they would need to go to Union Council unless the changes are made in line with the bye-laws.

PRES said that she will be meeting with RAG about their Standing Order and asked if we would need something written down about fundraising if we were to remove the Standing Order for RAG. PRES stated that she would be having an Activities Zone meeting which SD will attend to discuss any changes.

PID asked if there was an update on the Presidents Standing Orders; CEO replied that she has been chasing it, but that it is still sat with HR.

**ACTION CEO to ask HR for the updated President Standing Orders and bring them to next the UEC**

PRES asked if SD had updated the Union Executive Committee Standing Order; CEO replied that there have been some changes made to the Union Executive Committee Standing Order, but that SD has the document listing them.

**ACTION SD to bring the updated Union Executive Committee Standing Order to the next meeting as part of the papers for the Committee to approve**

## 5. President of Activities Workload Update

The President Team have divided the President of Activities remit as per the following table.

<b>1. Academic Societies</b>	Meetings with AD Student Experience	Opps to lead, PE to support
	Academic Societies on Open Days	Open Days to sit with PRES and CEO
<b>2. Activities Zone Standing Order Changes</b>	SEC Representative Positions	Opps to pick up with Huey and SD
	Media Executive Committee – Work with Ellis	Opps team to pick up and work with SEC
	LINKS to become a Society	Opps team to pick up and work with SEC
	Update RAG Standing Order – Work with Jacob	Opps team to pick up and work with SEC
	Societies Council	Opps team to lead
	Zone meetings	PRES to attend
<b>3. Commercial Services</b>	HUUS Ltd Board/ Business Plan i. Student Feedback	HUUS Ltd Board attendance to go to Trustee Board for agreement CSD to pick up feedback
	Student Events Forum – End of Year Ball	Ents Team to pick up
	Motion: Healthy Food Options	ACTION PRES
	Motion: Living Wage Employer	ACTION PRES
	Commercial meetings	CEO to attend
<b>4a. Digital Strategy: Student Dashboard Development</b>	Signing off documents digitally for policy compliance	ACTION SOM
	Room Bookings - new module being introduced on Nov 18th 2019	ACTION SOM
	Events and trips, including some sort of events calendar	ACTION SOM

4b. Digital Strategy	Society Newsletter	ACTION SOM
5. Finances	Update Societies Grant Criteria	ACTION SOM
	Review Membership Fees	ACTION SOM
	Budgets	ACTION PS and SOM – to have a meeting on this
6. International Students		ACTION PRES, PE, and PID – work with SVM
7. Recruitment	Adopt a Society	ACTION Opps to continue with this ACTION Opps to work with marketing to promote
8a. Reward & Recognition: Activities Awards	Venue and Decorations	PT to help with promo
	Running of the night	PT to help with promo and event
	Awards and Nominations	PT to help with promo
8b. Reward & Recognition: Society Reward Scheme (Bronze/Silver/Gold)		Opps team and SOM PT to give suggestions to SOM on AGM attendance
9. Room & Venue Hire	Middleton Hall	PT/Opps will work with Student groups to secure venues when needed
	University Campus Charges	Complete
10. Safe and Well-Regulated Clubs and Societies	Society Training Forum	Sits with Opps and SOM. PT to meet with SOM
	Handovers	PS to pick up with SOM and AC
	Volunteer Role Descriptions	Sits with Opps and SOM
11. Social Media	Accounts	Marketing to deactivate all PA Social Media accounts AC/CSD/Marketing to collate passwords from PT CEO to pick up with PS PT to be added to PA's groups
12. Volunteering		Volunteering Co-Ordinator to continue CEO to continue Fundraising Policy work

PRES suggested that we put the table in a shared area for the President Team to update on progress.

ACTION President Team to add the document to every Union Executive Committee meeting as part of the accountability report section of the agenda



**ACTION AC to create a google doc and add the President Team and the Student Opportunities Co-Ordinator to it. AC to add this to the Union Executive Committee papers every month.**

## **6. AGM**

PRES explained that she and CEO have discussed changing the AGM going forward in order to encourage more students to attend. PRES noted that the suggestion was to have the AGM on a staff day and turn it into a celebration for all staff to attend, but have it open for all students to attend. PS suggested that we have the President Team presentation at this event too; the Committee agreed. CEO communicated that she took this to the SMT catch and SMT are happy to have it as part of the staff day; however, they had concerns that we would have it when student staff had left. PS suggested that we have it around the End of Year Ball.

The Committee agreed to have the AGM around summer staff away day in May.

**ACTION CEO to work with SMT on the AGM**

## **7. Accountability Report - President of the Students' Union**

PID asked if PRES had set up a meeting with Paul Bloomfield MP; PRES replied that a meeting had been set up and that it would be on 2<sup>nd</sup> March in Westminster.

PID asked if anything came out of the Climate Strike last week; PRES answered that she has not heard from the University about the strike. PE asked if the card had been delivered to the Vice-Chancellor; PRES replied that the Vice-Chancellor was not there on the day so it was not delivered to her.

PS noted that the strike was not posted clearly on the website as the environment section is hidden away. PS suggested that the environment page should be at the top under the join in section; PRES explained that the Junior Web Developer was redesigning the website, so the environment page will be moved eventually.

## **8. Accountability Report - President of Inclusivity & Diversity**

PRES asked if PID would be doing a write up about the All Party Parliamentary Group she attended; PID replied that she would write it up this week.

PRES asked if there were any outcomes from the Accessibility Working Group; PID replied that there were two groups and that the University have recently merged them. PID explained that the Terms of Reference have just been confirmed and that the sub groups have been decided. PID said that there are no official outcomes yet. PID stated that she would be inviting two Part Time Officer's to future meetings.

## **9. Accountability Report - President of Sport**

PID asked if there was a release date for the Varsity video; PS replied that it would not be released until nominations close.



PRES asked if PS had met with John Duffy (Chief Operating Officer) to discuss sport passes and the cost of sport; PS replied that she had and that he has requested that she write a report. PS explained that she is going to write a motion lobbying her position to write a report on the cost of sport so that it continues once she has left.

## **10. Accountability Report - President of Education**

PID asked what SVOG was; PE replied that it was a meeting comprising of the Student Voice team, the Associate Dean's for Student Experience, and whoever is responsible for organising the SSFs. PE said that we discussed the issues about the representation system.

PID asked how PE is planning to get people to attend the PGR Forum; PE replied that he would ask Jackie McAndrew (Public Engagement and Post Graduate Researcher Experience Specialist) to contact PGR students and encourage them to attend.

### **Any Other Business**

#### ***Athena SWAN Representation Request Form***

PRES explained that the previous President of the Students' Union attended the Athena SWAN Steering Group last year. PRES expressed concerns about her suitability to attend the group.

CEO explained that the previous President of the Students' Union had oversight, but that it sat with the previous President of Inclusivity & Diversity mainly last year. CEO asked if Phil Quinn (Assistant Organisational Development Director) had spoken to PID about it; PID replied that it was mentioned at the Equality, Diversity, & Inclusivity Committee. PID expressed concerns that the Athena SWAN Steering Group seems very staff orientated, but that she is happy to attend. PS suggested that a staff member should also attend as well.

The Committee agreed that PID and Lisa Dearing (HR & Recruitment Co-Ordinator) attend the meetings.

#### **ACTION AC to inform the University of the outcome of the form**

#### ***Campaign Request Form – Improve Consent Training***

PID explained that the Women's Representative is going to run an open meeting on what students would want the consent training to look like. PID said that this form is for funding for refreshments for the meeting. PID noted that the Women's Representative has asked for £60, but that we most likely will not spend that much.

PS expressed concerns that this was aimed mainly at supporting women and that consent training should support everyone.

PS expressed concerns that the motion was to lobby PID to do the training.

PRES expressed concerns that the form was not clear on what the Women's Representative wanted and that some of the money could go towards other things such as posters or sponsored posts.



**ACTION PID to work with the Women's Representative and Marketing on the Campaign Request form and then send it via email for approval**

PRES communicated that she and CEO have discussed changing HUU to HSU and asked if the Committee approved. CEO explained that we will do a natural change to the logo and that things will be replaced gradually.

PRES said that her plan would be to consult with students, contact the Trustees this week, and do a social media poll. PRES said that she would take it to Union Council for approval once all of this work had been completed.

CEO explained that it will fit in nicely with the new strategy and will differentiate us from the University. CEO said that most people get confused about what we are, as it is not made obvious that we are a students' union.

The Committee approved of PRES' plan.

CEO said that she had a look at the Breastfeeding Policy and it is irrelevant due to the fact that the building works are not going ahead. CEO communicated that CSD is going to look into finding a space. CEO suggested that we write the policy into other policies rather than having a dedicated policy for it.

**ACTION CEO to discuss the location of a space with CSD**

PS asked for feedback on the Varsity video; committee gave feedback.

PRES said that the Education Planning Committee is very time consuming, but that she and PE feel that they cannot contribute all the time. PE said that the meeting today was useful and that he contributed, but expressed concerns that he may not contribute at the next one. PRES will now stop attending the Education Planning Committee and PE shall attend on his own.

Next meeting: Tuesday 24<sup>th</sup> March 2020



# President Report

President of the Students' Union  
Isobel Hall

Submitted: Tuesday 4<sup>th</sup> February  
2020

My three priorities this month were:

1. Additional Costs Campaign
2. WelcomeFest the Reunion
3. Climate Emergency

Priority 1  
Additional Costs Campaign

**Actions:**

Co-wrote article for Wonkhe on student loans:  
<https://wonkhe.com/blogs/students-need-reform-to-maintenance-funding-now-2-2-2/>

Sent letter to Paul Blomfield MP with 18 other SUs supporting

Paul Blomfield MP  
House of Commons  
London  
SW1A 0AA

20<sup>th</sup> January 2020

Dear Paul Blomfield MP,

We are writing to you in your capacity as Chair of the APPG on Students to request that a meeting is held to discuss the topic of student loans.

A key aim of the Group is to ensure that student views and experience are heard in Parliament and for parliamentarians to develop a greater understanding of important student issues. With the recent political U-turn on the nursing bursary, the 2019 election giving various political promises about student loans and the Augar review still in limbo, we believe that the topic of student loans needs to be debated in Parliament and that MPs and Peers should promote our interests.

We would like to include the following topics in the discussion:

- Loan instalment times/amounts
- Means-tested based on parents/partners income
- Impact on student mental health
- Impartiality of key services like UCAS
- Update on Augar Review outcomes and next steps
- Accommodation costs and value for money
- Affording child care and travel expenses
- Use of commercial loans and debt
- Nursing bursary back paying

Our current student finance system falls students across the UK, leaving many in financial hardship and student poverty. Student loans are meant to help individuals overcome financial barriers and access higher education, however, in their current state, they are not fit for purpose.

We look forward to hearing from you soon and meeting for the next APPG on Students Group.

Yours Sincerely,

Isobel Hall, President of Hull University Students' Union  
 Nelly Kibinge, President of London South Bank Students' Union  
 Hattie Tollerson, Vice President Activities and Employability at London South Bank Students' Union  
 Amy Wells, Welfare Officer at Leeds University Students' Union  
 Surosh Kaur, President of University of Central Lancashire Students' Union  
 Alan Lofthouse, President of Education at Teesside University Students' Union  
 George Reeves, President of Activities at Teesside University Students' Union  
 Sophie Bennett, President of Welfare at Teesside University Students' Union  
 Bradley Fox, President of Nottingham Trent Students' Union  
 Eleanor Lewis, President of Chester University Students' Union  
 Nicole Parkinson-Kelly, Vice President Education at Ulster University Students' Union




Talhah Ahsah, President of Queen Mary University of London Students' Union  
 George Nutall, President of Lancaster University Students' Union  
 Hannah Prydderch, Vice President (Union Development) at Lancaster University Students' Union  
 George Bernrose, Student Living Officer at Bristol University Students' Union  
 Andrew Wilson, President at Edinburgh University Students' Association  
 Sophie Atherton, Campaigns and Democracy Officer at the University of East Anglia Students' Union  
 Steph Hayle, Community and Wellbeing Officer at the University of York Students' Union  
 Lauren Corvill, Education Officer at Goldsmiths University Students' Union  
 Sheriff Deen Muhammed, President at Sheffield Hallam University Students' Union  
 Matt Chilver, President of Reading University Students' Union  
 Evie Stafford, President of the University of Salford Students' Union  
 Georgia Potts, Vice-President of Education at the University of Lincoln Students' Union

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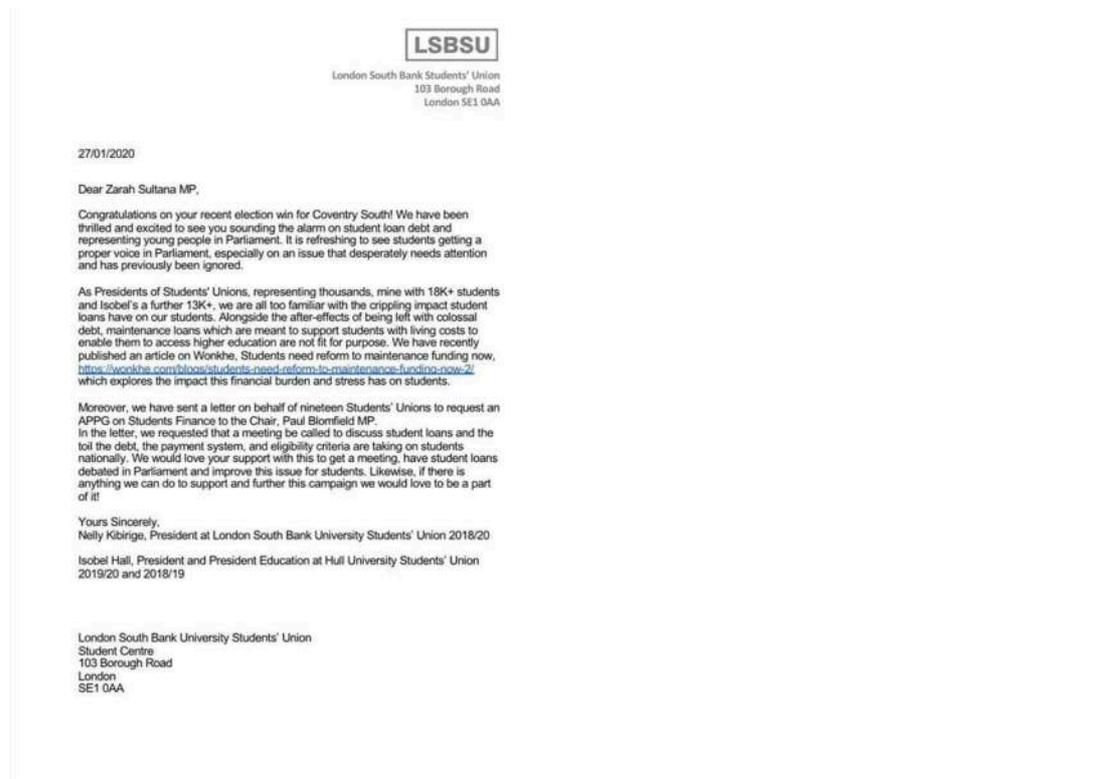
Student Central  
 University of Hull  
 Cottingham Road  
 Hull, HU6 7RX

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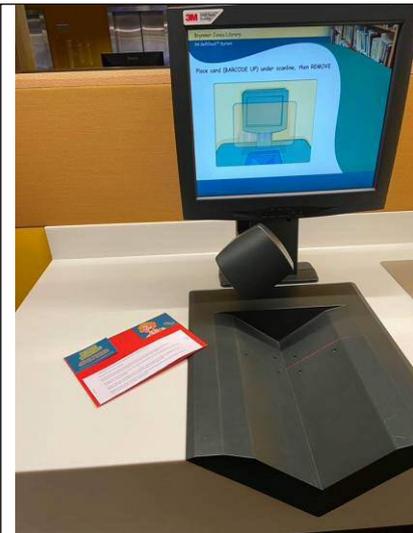
Co-wrote letter to Sarah Sultana MP with London South Bank SU President on student loans.



I promoted my additional costs survey by putting posters up in the Wilberforce carpark, doing Facebook live videos, being around on campus and giving out free Asylum tickets.



I worked to put together a 'treasure hunt' type activity – find the additional costs on campus – to promote the additional costs survey



I passed a motion at Union Council so it is in democratic policy for the Union to lobby the University to eradicate additional costs and provide a bursary to claim back expenses.



Chocolate and Chat returned for WelcomeFest the Reunion and we ran out of skewers by the end of the day! We were promoting the additional costs survey.



Outcomes:

Response received from Paul Blomfield MP, we are liaising to arrange a meeting for MPs to meet with student representatives on student loans – WIN!



Over 300 survey responses so far for the additional costs survey

Successful Chocolate and Chat

Published Wonkhe Article

Union Council motion passed

How I told students:

- Weekly Facebook Updates
- Student Newsletter

Priority 2  
WelcomeFest the Reunion

Actions:

Talking to students at arrivals fair – these were predominately students starting social/health related courses and international students, we promoted what Hull University Students' Union is about and how students can get involved!



Around all the Welcome Fairs – Sports fair and Societies/Opportunities Fairs – used as an opportunity to also collect more survey responses.



Outcomes:

More students informed about HUU activity.

More responses to additional costs survey collected.

How I told students:

- Weekly Facebook Updates

### Priority 3 Climate Emergency

Actions:

Student Action Group – first meeting of 2020. Decided to focus efforts on three main priorities: divestment; recycling; biodiversity.

Pizza and placard making sessions to make a giant Valentines card to the VC to lobby for our three priorities we want to see on campus!



Planning Climate Strike – organising next climate strike!

Recycling petition launched with Ethics and Environment PTO

Website updates launched – we now have a section on the website dedicated to the work we do on the environment/sustainability. This ensures we are transparent and students/stakeholders know our stance and the work we do on this agenda.

have we been doing?

### Climate Strike

On 20th September, Hull University Union joined the massive global day of action as we shut all our services and operations for one hour, between 10.00am - 11.00am, and went on strike for climate justice. This strike marked the beginning of a week of action all over the world and we joined what was likely to be the largest climate protest in world history!

Read about it here and what our next steps are:  
[hulluniunion.com/news/article/climate-strike-next](http://hulluniunion.com/news/article/climate-strike-next)



### Picks

**Beach Clean:** HUSSO Forces of Nature volunteers had a great day with Give It A Go at Humbermouth beach clean. The weather held off and the sun came out. Huge thank you to everyone who helped collect a huge 25 kilos of waste from the beach and to David from Wildlife Trust who helped to organise. Great feedback was received from Bridlington, great work everyone.

HullSTARS completed their autumnal litter pick on campus collecting lots of waste from the streets and campus.

**Litter Pick** - upcoming dates (HUSSO Volunteering Week):



### Environment and Ethics Representative

Working

The Environment and Ethics Representative aims to represent students' interest in the environmental and ethical issues and the University of Hull and the associated ethics of their practices and activities.



It is an issue of environmental impact, ethical issues locally, regionally and nationally. It is about connectivity and cross-working groups pertaining to issues of sustainability and environmental impact. It is about campaigns to lobby for change in practice by Hull University Union and the University of Hull. Hull University Union leading the student union movement in both innovation and participation of environmental and ethical issues.

### Income

#### STILLS IN STUDENT CENTRAL

been featured on the ground floor of Student Central. President of the Union has been working closely with Hull University Union's Commercial Director to launch the 'Still's' Green Building, and get it big enough to fit a water bottle.



#### Local Outlets

You may have noticed that now when you use our self-service check-out till you have the option to have your receipt printed. This is a great initiative that has been implemented by our Commercial Team working with SPSA to make this happen - this now happens for all our outlets.

By using our self-service check-out you are only looking at the till.

From October, our Student Central will be moving to minimise single-use plastic cups in favour of reusable cups. This is a great initiative and is part of our movement towards being more sustainable and environmentally friendly.

Our outlets will be offering a range of home fruit and vegetables.

Our outlets will be offering a range of alcohol-free drinks into the Mail Deal.

### Outcomes:

- Strike planned and promoted
- Successful Climate Action Group meeting
- VC Valentines Card made!
- Webpage on website launched!
- Recycling petition launched.

### How I told students:

- Facebook Weekly Updates
- Facebook Posts
- Twitter
- Student Newsletter



Meeting of the Month Trustee Board Meeting
<p><u>Which priority it helped:</u></p> <p>HUU Student App</p>
<p><u>Who it was with:</u></p> <p>Trustees</p>
<p><u>Outcome:</u></p> <p>Trustees gave support to do further research into a SU App. Meeting arranged with Commercial Services Director, Marketing, Student, and external agency.</p>
<p><u>How I told students:</u></p> <p>Weekly Update</p>

Next month I will be focusing on:

1. Additional Costs
2. Students' Union app
3. Your Ideas



# President Report

President of Inclusivity & Diversity

Abi Morris

Submitted: W/c 3<sup>rd</sup> February

My three priorities this month were:

1. Mental Health
2. Inclusivity
3. Accessibility

Priority 1 Mental Health
<p><u>Actions:</u></p> <ul style="list-style-type: none"> <li>- Attended an All Party Parliamentary Group on the Student Minds Mental Health Charter</li> <li>- Had the opportunity to discuss with other sabs and members of parliament how we could get the university to commit to completing the charter</li> <li>- Also have a Student Minds networking event on Health Inequalities coming up this week (Thursday 6<sup>th</sup>) that I will be attending alongside Evie (woman's rep) and Ellise (Campaigns and Democracy co-ordinator)</li> </ul> <p><u>Outcomes:</u></p> <ul style="list-style-type: none"> <li>- Had the opportunity to raise issues to Members of parliament in regards to mental health in Higher Education</li> <li>- Asked questions about how to lobby the University to work to the Charter</li> <li>- Spoke with other Sabs about the issues they are facing</li> <li>- Had the chance to visit Westminster SU looking at what they do well to see if there is anything we should incorporate at HUU</li> </ul> <p><u>How I told students:</u></p> <ul style="list-style-type: none"> <li>- I checked in on facebook that I was at parliament for the day</li> <li>- A video update on the previous couple of weeks will be done at the end of this week informing students about what I will be doing and this will be a section in it</li> </ul>

Priority 2  
**Inclusivity**

Actions:

- Attended autism awareness training alongside other HUU members of staff and Presidents to learn about ASD
- Met with the Spectrum Society President in which she showed me the work she has been doing on creating a Passport for students with Autism to give to members of staff to help understand the adjustments they may require
- Attended a working group in response to the EHRC report on racial harassment in HE with Ano (BAME rep)

Outcomes:

- Used the training to try and adapt some of the things that we do as an organisation to make our events and communications more inclusive to everyone.
- Looking at how we can get the passports University wide – Spectrum Society President is trialling with her lecturers before we look at how we can implement this. I have already had an initial conversation with Phil Quinn (University HR Director) who seemed to like the idea and it up for talking about where we could take this further.
- An action plan has been put together in response to the EHRC report. This is a plan that assigns specific areas to people across the university that will be continuously reviewed by the group every 6 weeks

How I told students:

- The autism training was mentioned in my weekly update for that week – I got a lovely email from a student in response to this saying thank you for taking the effort to learn about autism

Priority 3  
**Accessibility**

Actions:

- Distributed all sanitary products around the university for people to be able to access when needed
- Attended the accessibility working group – a group with members from all across the University looking at how accessible we are and how we can improve in all aspects of University Life

### Outcomes:

- Sanitary products were taken to BJL, Student Central, the Sports centre, the Pavilion and all four of the faculty hubs – this means that there will always be a supply close to where a student is making is accessible for all. We have made sure that the products aren't just in female toilets as well so those who do not use those toilets still have access to them.
- In the working group we split into sub groups to work on specific things – I have requested to be in the estates group so will be looking at how we can improve the estate e.g. ramps, lifts, hearing loops etc.

### How I told students:

- Distribution of sanitary products was spoken about in a weekly update and in a post of its own. There are also posters informing students of the scheme at the sanitary product stations
- The working group has not been communicated yet but will be mentioned in my catch up video this week

### Meeting of the Month **Trustee Away Day and Board Meeting**

#### Which priority it helped:

Being a trustee

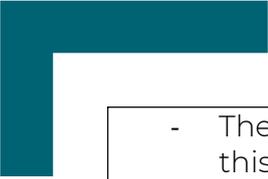
#### Who it was with:

External trustees, student trustees, Presidents and the union Senior Management Team

#### Outcome:

- Had a morning session based on the writing of our new strategy looking at what we thought needed to be in there and what we would be able to achieve.
- I am also taking part in the Board Effectiveness review in which a group of us are looking at how the board works and whether it is working as best as it can at the things we should be achieving
- We then had our board meeting in the afternoon in which we looked at the finances of the organisation, the sustainability agenda, a Presidents update on what we are up to and other exciting things that may be coming soon...

#### How I told students:

- 
- The board day will be mentioned in my catch up video due to go out this week

Next month I will be focusing on:

1. Sexual Health
2. Mental health
3. Welfare Officers

# President Report

President of Sports

Erin Pettit

Submitted: 4<sup>th</sup> February 2020



My three priorities this month (06<sup>th</sup> January – 04<sup>th</sup> February) were:

*Please note I took annual leave on 16<sup>th</sup> and 17<sup>th</sup> January for my graduation.*

*Unfortunately, I then also fell ill and was off work from 20<sup>th</sup> January – 3<sup>rd</sup> February.*

*This report is based on the limited period of time I was in the office.*

1. Tackling Exam/Assignment Stress
2. Varsity planning
3. Cost of Sport

Priority 1 Tackling Exam/Assignment Stress
<p><u>Actions:</u></p> <ul style="list-style-type: none"><li>• Attend Tea and Toast with the President Team</li><li>• Find out and promote what sport sessions are available to help de-stress</li><li>• Create an easy to understand guide on what to do when an exam/assignment doesn't go to plan.</li></ul> <p><u>Outcomes:</u></p> <ul style="list-style-type: none"><li>• Having a presence at Tea and Toast was really good for students. As a team we met lots of different people and got to give them advice and support. We also had the chance to hear feedback and listen to any ideas students had, this could relate to anything and so was a great tool. At the end of the 2 week period, Tea and Toast had some regulars and so as a team we were pleased to see that we had positively impacted on some student's experience of the exam/assignment period. The team also reflected on Tea and Toast and we are looking forward to improving on the feedback we received for the summer assessment period. We are hoping better marketing and spreading out across campus will help us engage with even more students.</li><li>• After contacting Steve Curtis I learned about the sport sessions they had over the exam periods. It was really important to share these with the AU clubs as a vast majority of them stop training and so miss out on their chance to unwind after a day in the library. I was sent marketing images and emails which were sent to AU</li></ul>

presidents to share within their clubs. I also liked and shared some of the relevant posts on Facebook to share the message.

- I worked with Gina and the Advice Centre to create an easy to understand guide on how to apply for extensions and mitigating circumstances. I thought this was really important as the process has changed in recent years and the stress of trying to learn a new process for a student would add unnecessary pressure in an already stressful time. Gina and I worked to create a 2 side document with print screens of the process. A blog post was also created.
- Worked with Hull Sport to ensure exam-stress related advice and support material was left in the sports hall – ready for when a student may leave an exam.

#### How I told students:

- Tea and Toast was shared on Facebook throughout the week via the Union's page as well as the Presidents' individual profiles.



- The available sports sessions were advertised in emails and via Facebook.
- The Mitigating Circumstances/Extensions 'how-to' guide was shared online via a blog post on the website. Hard copies were also printed and left at Tea and Toast as well as in the library and the Sports Hall.



Erin Pettit — with Isobel Hall and 3 others at Hull University Union. ...  
8 January at 13:29 · Kingston upon Hull · 🌐

We know that sometimes, the exam and assessment period doesn't run as smoothly as you want it to and so I've worked with our Advice Centre and we've put together a 'how to' guide - about how to apply for mitigating circumstances or extensions.  
Wishing you the best of luck in all your exams and assessments 🍀

**Hull University Union Advice Centre**  
8 January at 11:23 · 🌐

We have made an easy to follow guide in case you are considering applying for Mitigating Circumstances or need an Extension Request, all the info you need is here <https://hulluniunion.com/.../mitigating-circumstances-extensi...>

HULLUNIUNION.COM  
**Hull University Union**

Written by Erin and the Advice Centre. We know that sometimes, the exam and assesment period doesn't run as smoothly as you want it to. We've put together a 'how to' guide - about how to apply

👍👍 Isobel Hall, Tom McNamara and 5 others · 1 comment

## Priority 2 Varsity Planning

### Actions:

- Catch up with key stakeholders to see where everyone is up to meeting on 3<sup>rd</sup> Feb.

**VARSIITY MEETING**  
**Monday 3<sup>rd</sup> February**  
**13:00-14:00**

- Video planning

### Outcomes:

- Fixtures/venues/timings have been sent to Hull Sport to finalise – these have been cleared with Lincoln too. Both Hull and Lincoln have until 12<sup>th</sup> Feb to pull out teams.
- Video filming date set for 5<sup>th</sup> Feb, clubs confirmed with Jack and Erin. Liaised with Hull Sport – they will put up signs to warn people about filming.
- Promotional material been sorted and the design is underway. We have permission from the university to put up banners outside the library.
- Working with Hull Sport to advertise varsity in the sports centre
- Worked with Jesse to order things for Varsity Packs (wristbands/ tee-shirts/ rainbow laces)

- Working with events to sort cloakroom, socialising and after party discussions

How I told students:

- Watch this space!

Priority 3  
Cost of Sport

Actions:

- John Duffy meeting

Outcomes:

- Met with John Duffy to discuss sport passes and the cost of sport. John has suggested I write a proposal on why the cost of sport should not increase further.
- I am going to draft this and work with our finance team to make sure that any key points are not missed.

How I told students:

- I will communicate this with the AU in due course. I want to have done further work on this before I start the conversations with the AU.

Meeting of the Month  
Autism Awareness Training

Which priority it helped:

- All of them!

Who it was with:

- Anne-Marie Harrison – Ideas Afresh Training
- Other HUU Staff

Outcome:

- The training allowed all staff to have a better understanding of autism. It helped us to improve overall communication skills. The



training will allow us to make positive changes in the organisation, making it more accessible to all.

# President Report

President of Education

Orduen Simeon

Submitted: 04/02/2020



I was off ill for 2 days from the 13<sup>th</sup> of January – 14<sup>th</sup> of January 2020.

My three priorities this month were:

1. Academic Representation Structure Review
2. Cost of Tuition fees for International Students on Placement for a full year
3. PGR Student Engagement Discussion

## Priority 1

### Academic Representation Structure Review

#### Actions:

Meetings and discussions with relevant parties:

- ADSEs (Associate Deans For Student Experience) at the various Faculties
- Meeting with Part-time Officers within my zone
- SVOG (Student Voice Operations Group) meeting to discuss possible resolutions, both short and long term

#### Outcomes:

- It was difficult to meet set up a SVOG meeting to discuss with all the ADSEs all at once. Meeting them before the SVOG meeting was helpful
- I met with Part-time officers within my zone about the issues with the system such as a lack of Course Rep leaders across the four (4) Faculties. The meeting ran over by quite a bit and we had to adjourn the items for discussion to the next meeting
- The SVOG meeting helped

#### How I told students:

- Via Social Media (Facebook)

## Priority 2

Cost of Tuition fees for International Students on Placement for a full year

### Actions:

Following the mandate at Senate to raise this at the FSG (Fees & Scholarships Group) meeting, I have made it my duty to continually raise this.

I made an argument for the fact that International students on placement for a full year essentially become distance learners as they are away from the physical campus. Thus, I felt it would be unfair to still charge them way more than distance learners pay for tuition fees while they are on placement for a full academic year.

### Outcomes:

- It has been agreed that this will be put on the agenda for the next meeting for further discussion. Hopefully, there will be something positive to come out of the discussion at the next meeting

### How I told students:

- Via social media (Facebook)

## Priority 3

PGR Student Engagement Discussion

### Actions:

One of the challenges we face at the Union is getting PGR Students involved with what we do at the Union. I think this session there has been a bit of an improvement with some getting involved with the Climate stuff Isobel is currently doing, there is still much work to be done.

With the Education Zone, this is still a challenge. We have had meetings with Jackie McAndrew from the Doctoral College and Emily Birch (PGR Students' Officer) to discuss what other means to improve the experience of PGR students.

### Outcomes:

- We may have succeeded in gaining an ally from the Doctoral College in Jackie McAndrew. She seems very keen on improving the Student Experience of PGR Students (and has even offered to get on board should we be considering something for PGT students as well).
- We have agreed to set up a forum for PGR Students on the 21<sup>st</sup> of February

How I told students:

- Given that we are still working out the details and content of the Forum, I have not communicated this to students yet. However, once this is done, I will communicate this to students

Meeting of the Month  
International Away Day

Which priority it helped:

As the President of Education, the International Students' Officer Position currently falls within my zone. Although we currently do not have anyone filling the position, I have done my best (being an international student myself) to give International Student Academic Representation and other forms of Representation where possible.

This was a chance to give other forms of Representation to International students that did not just lie within the scope of Academics.

Who it was with:

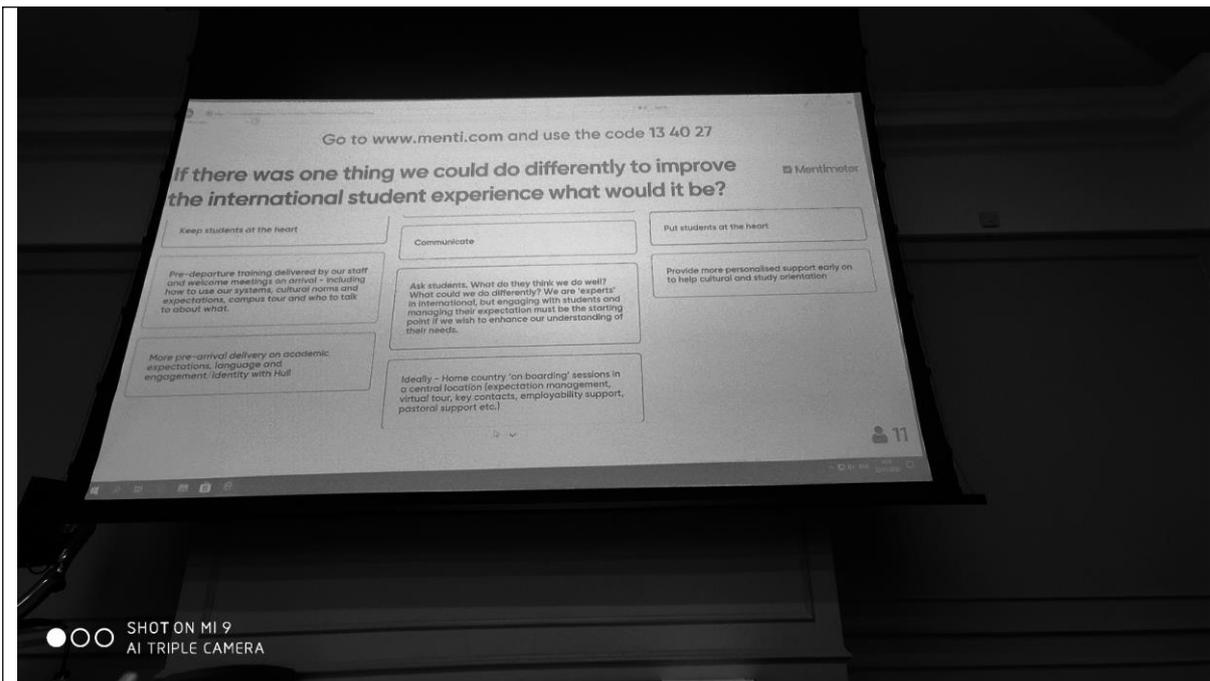
Isobel, Abi and I from the Union along with loads of staff from various sections of the University. The Away Day was hosted by Philip Gilmartin.

Outcome:

We explored the International Students' Journey, from when they first consider going to study abroad, to when they find out about Hull as well as their expectations and experience when they arrive on campus.

We also explored around how much support they were really receiving from the University, as academic forms of support such as Panopto Recordings have not been utilized by lecturers to provide at an opportunity for students who may have difficulty keeping up with their lecturers during lectures to learn at their own pace.

We explored the attitudes and practices that the University needed to either stop doing or start doing if they are to become we are to become a truly International Campus.



#### How I told students:

- Via social media (Facebook)

Next month I will aim to:

1. Academic Representation Structure Review
2. Cost of Tuition fees for International Students on Placement for a full year
3. PGR Student Engagement