

UNION EXECUTIVE COMMITTEE MINUTES

TUESDAY 17TH DECEMBER 2019, 2PM, 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); Thomas McNamara (President of Activities, PA)

Attending: Jane Stafford (Chief Executive, CEO); Stephen Dowson (Consultant – Stand and Be Counted, SD); Leanne Spencer (Executive Support Co-Ordinator – Minutes, ESC)

Apologies: None to note

1. Minutes of previous meeting

Approved as a correct record.

2. Matters arising

Agenda Item	Action	Actioned By	Outcome
2 Minutes of Previous meeting	October was incorrectly spelt, ESC to amend.	ESC	Complete
3 Matters Arising	PRES to edit and re-circulate SO8005 to President Team to view and comment on.	PRES	Closed
3 Matters Arising	ESC, with PA and PS, to update the Associate Membership form to bring it in line with the Bye-Laws and circulate to staff explaining the process.	ESC, PA and PS	Action ESC
3 Matters Arising	PRES get back in touch with Diana Johnson's assistant to chase them up.	PRES	Ongoing
6a Accountability Reports – President of the Students' Union	PRES to chase Facilities Manager regarding the recycling facility.	PRES	Ongoing
6b Accountability Reports – President of Inclusivity & Diversity	PID to have a conversation with PE regarding the work PVC Education is doing on programmes.	PID	Ongoing

3. Alcohol, Initiations, and Social Events Policy

PRES explained that this was either for decision or to go back to Union Council updated for decision.



PID said that the policy needs updating and then needs to be sent to Union Council for approval. CEO asked who is leading on it at Union Council this time, CEO suggested that we add a label to each policy noting who leads on each one; PS said that she is happy to lead on this policy.

CEO said that we need to agree to a common format for all policies including democratic ones. SD asked if it would be reviewed democratically every year; CEO replied that it would but if the changes were not approved then she would have to take it to the Trustee Board as we need to stay in line with UUK.

4. UEC minutes on the website

ESC explained that the UEC minutes on the website go back to 2015 and asked if it was useful to have minutes going that far back on the website as they make the page look cluttered.

Committee agreed to remove all but the last two years of UEC minutes from the website.

ACTION ESC to remove old UEC minutes from the website, keeping last year through to the present on there

5. Student Minds Charter Update

PID said that she and PRES had their first mentoring sessions last week and she has agreed to lobby the University on student mental health.

6. Accountability Reports

a) President of the Students' Union

Take as read.

PID asked if we had any way to measure how the Register to Vote Campaign went; SD explained that the Electoral Commission do not collect that level of information.

b) President of Inclusivity & Diversity

Take as read.

PS asked if PID had given the money to the winners of the SHAG Week competition; PID replied that she has not given out the money yet as the winners were Dance Squad and she was unsure how to proceed. PID explained that it is on her list of things to do before Christmas.

PE asked when the Sexual Health results would come back; PID replied that she was unsure and suggested that students should get in touch with MESMAC.

c) President Sports

Take as read.

PID asked if we had received the photos for AU Ball; PS said that they have come through and that they will be put on Facebook.



PID asked if PS had received the agreement on Varsity in writing from the University yet; PS replied that she had not, but we have asked for £6000.

d) President Education

PE gave a verbal update.

PE said that he chaired a conference with the Teaching Excellence Academy and it went well, a working group was suggested at the end of it and he is working with the University to set this up.

PE said that he attended the FSSG meeting in October and he raised his query regarding the placement costs of Home/EU students in comparison to International Students. PE communicated that the PVC Education said that international students bear the full brunt of the costs due to lack of access to any other sources of support similar to those accessible to Home/EU students. PE said that he informed students via Facebook but nothing has been done since the FSSG meeting so there is nothing new to update them on.

PID asked if PE had heard anything about the book order at the library; PE replied that he had not but that he spoke to them on Monday and there is a pot of money. PID said that they would pick it up outside of this meeting.

e) President Activities

Take as read.

PS asked what was happening with inactive clubs and societies; PA replied that the Welcome Desk & Opportunities Assistant is chasing them up but many are not communicating with us. PA said that we would be closing those ones down.

PID asked for clarification around the adopt a society scheme; PA explained that Lincoln do something similar, there are various societies that people have set up that do not run one year that students may want to set up another year. PA said that, instead of creating a new society, students could adopt one of the dormant ones.

PS asked how PA is planning to communicate the adopt a society scheme; PA explained that there will be something on the website, he and marketing will be going to the fairs at Welcome Reunion so they will also spread the word there.

PID asked who would write the monthly society newsletter; PA said that he and the Student Opportunities Co-Ordinator would write it with support from marketing.

7. Any Other Business

PID said that she sent an invite for the lecture theatre naming event to the President Team. PID explained that the University are planning an event similar to the previous one. PID asked if everyone was happy to go, PID has spoken to the Chair of Union Council and the Trans Rep about the naming of the lecture theatre and they are happy with it in principle. SD suggested that PID put up a statement online saying that she was going to attend the naming ceremony



and that she was happy with the name but that it did not reflect that the President Team were happy with the previous situation.

PS said that she and PA have money in inactive club/society accounts, PS said that a club could not be inactive if it has a committee. PA said that there was provision for it in the old bye-laws. CEO asked if there was anything in the financial framework; PA said that he would have a look. PS asked if the money from inactive clubs/societies could be moved to the PS or PA budget to be given to other clubs or societies. CEO said that this went in a paper to the Finance & Human Resources Committee. CEO said that we should double check the minutes to see what was agreed before doing anything. PRES asked PA to bring this back to the next UEC for discussion; CEO suggested that PA circulate the paper he has found to the Finance & Human Resources Committee for approval via email.

PRES asked what was happening with the accountability panels; PID asked if we have tried to meeting with the five Councillors of Scrutiny to set up an Accountability Panel. PID expressed concerns that the Councillors of Scrutiny do not know what to do, as they have not had any training. PRES expressed concerns that no one is interested in accountability. PA said that the Zones work well as the place for scrutiny.

ACTION PRES to reach out to Nicole to contact the Councillors of Scrutiny

CEO expressed concerns that POM is doing so well that it is outdoing this meeting as the UEC agenda was very light. CEO suggested adding the UEC agenda to the POM agenda to discuss there.

Next meeting: Tuesday 14th January 2020



UNION EXECUTIVE COMMITTEE MATTERS ARISING

Agenda Item		Action	Actioned By	Outcome
3	Matters Arising	ESC to circulate the updated Associate Membership form to staff and explain the process.	ESC	
4	UEC Minutes on the Website	ESC to remove old UEC minutes from the website, keeping last year through to present on there	ESC	
7	Any Other Business	PRES to ask Nicole to contact the Councillors of Scrutiny	PRES	

President Report

President of the Students' Union
Isobel Hall

Submitted: Tuesday 3rd December



My three priorities this month were:

1. Climate Emergency
2. Registering to Vote/Vote Campaign
3. Representation/Communication

Priority 1 Climate Emergency

Actions:

Attended Nottingham Sustainability Committee



Worked with Huey to put on a protest for divestment of fossil fuels on divestment day of action alongside petition



Spoke at the University Ethics Committee about ethical investment and the University policy i.e. divestment from fossil fuels

Attended and spoke at the Waterline Summit representing Hull University Students' Union and students on the panel debate. Also, gave an interview before panel event here <https://vimeo.com/376359276?>



VIDEO: Isobel Hall President Hull University Union talks to me in THE WATERLINE LIVE studio at #TheWaterline summit organised by Marketing Humber Bondholders to join the climate conversation as The University of Hull announces #carbonneutral target by 2027 #climate #climatechange #climateemergency #climateaction #environment #student #students #decarbonisation



Attended a meeting with Hull City Council regarding Fairtrade

Outcomes:

WIN: University have committed to date to becoming Carbon Neutral! This was one of our demands at the September 20th Climate Strike

WIN: University has committed to reviewing its investment portfolio and ethical investment policy

Isobel,

Just to confirm our conversation yesterday, the University will review our investment portfolio in line with our commitment to becoming carbon neutral.

I have cc'd Phil Gilmartin as Chair of the Sustainability Board.

Many thanks,

How I told students:

- Weekly Facebook Updates
- Student Newsletter

Priority 2 Registering to Vote/Vote Campaign

Actions:

Recorded videos



Placards for registering to vote



Writing joint emails with the University to encourage students to vote

Writing HUU newsletter emails encouraging students to vote

Organising Hustings of Hull North candidates for students



Outcomes:

Over 65 students attended the Hull University Students' Union General Election Candidates Debate with over 400 views across two Facebook live videos.

157 students filled out our survey

How I told students:

- Weekly Facebook Updates
- Student Newsletter

Priority 3
Communication/Representation

Actions:

Organising VC Q&A



Filming President Question Time with Torch TV



General Election Survey – collecting student priorities for the General Election and Candidates Debate

Christmas Chocolate and Chat – collecting student priorities for the General Election and Candidates Debate



Values work – gathering student feedback on what values most resonate with them or suggesting new ones.

Representing students on the QAA Student Strategic Advisory Board



Outcomes:

Values work – 712 tokens received!



How I told students:



Facebook Weekly Updates

Student Newsletter

Meeting of the Month
Education Planning Committee

Which priority it helped:

Value for Money/Hidden Costs

Who it was with:

Chaired by PVC Education and PVC International

Outcome:

This committee looks at courses on offer at the University and has responsibility for approving new courses or suspending programmes. This meeting I ensured that the University were not suspending study abroad options for programmes just because they did not have high student numbers. I spoke about how there are a lot of barriers for students to complete study abroad which often results in students not seeing this as an option for them (ranging from finance, accommodation and caring responsibilities as examples).

Win - The University are now going to take a strategic look at how they can remove barriers for students and consider this before suspending programmes with study abroad opportunities.

How I told students:

Weekly Update

Next month I will be focusing on:

1. Hidden Course Costs
2. Students' Union app
3. Your Ideas



President Report

President of Inclusivity & Diversity

Abi Morris

Submitted: W/C 2nd December

My three priorities this month were:

1. Sexual Health
2. Reclaim the Night
3. Media work

Priority 1 Sexual Health

Actions:

- SHAG week was held between 12th and the 19th November
- MESMAC in every day providing chlamydia and gonorrhoea tests and HIV tests on the Wednesday in the sports centre
- Had an issue in regards of number of tests – MESMAC only get given 100 a month and were not able to ask for more from their providers
- Conifer house agreed to provide more so this was resolved
- Competition for clubs and societies done again to encourage more people to get involved
- Separated it into two this year rather than one £150 prize for the group with the highest percentage of members getting tested - £75 for the group with the highest percentage and £75 for the group with the highest amount of members getting tested

Outcomes:

- 334 people were tested in total – 247 from clubs and societies and 87 not affiliated to any group
- Produced two podcasts with torch TV to provide info on sexual health – one with 252 views and the other with 605 views on Facebook!
- Winners of the competition were Dance Squad who had 28 of their members tested, and trampolining who got 94% of their club tested

How I told students:

- Constant social media attention throughout the week with Facebook posts at the end of each day with the standing results, as well as Instagram stories every day on the Union Instagram page

Priority 2
Reclaim the Night

Actions:

- Worked with Evie (Women's Rep) in preparation of the national Reclaim the night marches
- Marching for womens right to be able to walk at night freely
- Got in contact with local women charities to come and join and show what support is available for women in Hull
- Organised a placard making session before the march for people to come and write their own messages

Outcomes:

- Successful march with around 15 people attending
- Enough placards made for everyone who wanted one to hold one
- Two ladies from women's aid attended and had a long discussion with Evie and I about what they do – ended up with us getting an invite to come to their centre to see how they operate

How I told students:

- Blog to introduce students to Reclaim the night and what it is all about written by Evie and I
- Evie did some lecture shout outs to promote the march
- Pictures posted afterwards about the march thanking people for attending

Priority 3
Media Work

Actions:

- Filming multiple things with Torch TV for a number of different projects:
 - o SHAG week podcasts
 - o Registering to vote info video
 - o President question time
- Also appeared on BBC Radio Humberside to talk about getting our students to register to vote

Outcomes:

- President question time allowed students to submit questions to us as a team or individually
- Had a number of questions specifically for me asking about representation and points on my manifesto
- Register to vote video was posted to encourage students to use their right to vote to have their say – was used to make sure students know that in particular they could register both at home and at university
- See priority 1 for SHAG week podcasts

How I told students:

- All videos posted on the Torch TV pages and shared by Presidents on our Facebook profiles as well as on the Union Facebook page

Meeting of the Month
EDI catch up

Which priority it helped:

Inclusivity

Who it was with:

Phil Quinn – EDI Head in HR of the University

Outcome:

- Regular catch up used to inform each other about what is happening on campus
- Discussed things such as the attainment gap, a campaign I will potentially be running for Disabled Students with the library, Racial harassment, the lecture theatre naming, domestic abuse training and LGBT+ Month

How I told students:

- Will be an agenda item in my next zone meeting

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- Students will be informed on the individual items when they come into play and when all things are confirmed. E.g. there will be an official lecture theatre naming announcement sent out some time in the new year

Next month I will be focusing on:

1. Disabled Students Campaign
2. Gender neutral toilets
3. LGBT+ History Month



President Report

President of Sports

Erin Pettit

Submitted: 2nd December 2019

My three priorities this month (04th November – 02nd December) were:

1. AU Ball
2. SHAG Week
3. Varsity Planning

Priority 1 AU Ball
<p><u>Actions:</u></p> <ul style="list-style-type: none"> • Meeting held 5th November to finalise budget • AU Exec assigned jobs to do (things to buy, entertainment to arrange, collect raffle prizes etc.) • Organise raffle • Set up event • Ensure event goes to plan on the night <p><u>Outcomes:</u></p> <ul style="list-style-type: none"> • Budget finalised. Due to cheaper food option (£14.95 per head for 2 course meal and table wine) more money could be spent on decorations etc. • AU Exec, Vicky Dean, Alex Tute and PID helped organise and run a cracking AU Ball that was really well received. • Raffle organised and raised £267.16 for Movember. All prizes were collected on the night which helped the event run more smoothly and is something I would recommend for future years. • Event went very well. The venue was decorated and looked fab. There was no incidents of misbehaviour. <p><u>How I told students:</u></p> <ul style="list-style-type: none"> • Posted to AU Presidents and to AU Social Sec groups individually • Many students have shared their own individual images of the event. We are still waiting on the photographers images.

Priority 2
SHAG Week

Actions:

- Work to encourage as many of the AU clubs get tested as possible.
- Promote Abi's getting tested competition.

Outcomes:

- SHAG week was a huge success with load of members of the AU getting tested
- Two Sports Clubs won the prizes from Abi's competition.
- The AU is aware of practising safe sex and have been reminded that Mesmac visit every Wednesday.

How I told students:

- AU Council meeting
- Emails
- Facebook President and Social Sec Page
- Sharing the event on Facebook

Priority 3
Varsity Planning

Actions:

- Continue working to deliver a successful Varsity by ensuring it is planned well in advanced
- Meet with Lincoln SU representatives to discuss ideas and to ensure we are on the same page regarding the event
- Meet with other stakeholders to ensure everyone knows what is expected of them

Outcomes:

- Have found out the Varsity proposal to the VC was successful and the University will be investing in the event
- Meeting with Lincoln was good. Both organisations have the same opinion regarding alcohol and behaviour. This has already been communicated to AU Presidents during AU Council. (Decided to start the messaging sooner rather than later).
- Meeting included Hull Sport. We are to meet again once the teams competing have been finalised to organise the venue (and the SHEES cover – first aid).
- Ents staff supportive of decision on alcohol as it could drive commercial income that day – going to look into the possibility of streaming matches to Sanc.

How I told students:

- Discussed in AU Council meeting

- Updates will be provided on the AU Presidents Facebook page

Meeting of the Month
VC Q&A before Union Council

Which priority it helped:

- N/A

Who it was with:

- The VC
- Part Time Officers from all Zones
- President Team

Outcome:

- Before the meeting I had suggested some questions to members of my Zone and explained the importance of using this opportunity with the VC to discuss sporting issues at Hull.
- I suggested a few questions, however, the Zone came prepared with their own questions and the Q&A ended up heavily sport focused.
- This was a huge success for me as it was a chance for the VC to see the impact of sport on other students – this was especially effective when members from other Zones (not the Sport Zone) shared their concerns.
- A meeting was had with the VC the next day where we had a de-brief of the Q&A and it was decided that we would take the sporting work further.

How I told students:

- I have yet to express this to students as I am waiting for a follow up meeting to arise.

Next month I will be focusing on:

1. BUCS Regional Meeting
2. Reviewing Semester 1 and Planning Semester 2
3. My Opps Plan

President Report

President of Activities

Tom McNamara

Submitted: <04/12/19>



My three priorities this month were:

1. Supporting Societies
2. Improving Comms and Processes
3. Commercial Services/ Events

Priority 1 Supporting Societies

Actions:

Liaising with the Student Opportunities Coordinator, Opportunities Assistant and SEC to:

- Chase up Societies that are inactive due to outstanding paperwork or committee training;
- Promote the Societies and Opportunities Fair at WF: The Reunion, as well as the 2nd Give it a Go Week as a second chance to recruit members;
- Begin having shout outs on social media to promote societies.

Exploring what additional support we can give to societies to help financially, e.g. BOOST. Planning to review the societies grant before Christmas.

Met with Riya the new Societies Rep for MedSoc who is interested in stepping into the HYMS Societies Rep role with HUU.

Supported the Armed Forces Society with the idea of hosting a 2 minute silence on campus for Remembrance Day.

Attended the first Enactus Society Advisory Meeting alongside representatives from Careers.

Outcomes:

The majority of societies are now active with others slowly following suit. The remaining ones have generally had very little contact with us and

haven't been responding to emails so may need to remain inactive with us taking more formal action.

We've filled all the stalls for the Societies & Opportunities Fair which is great because last year we only had one fair which was split between clubs and societies but I thought we'd have the demand for separate days so made the suggestion.

More updates on Society Finances to come.

The 2 minute silence with HUAFS will be an annual event now in collaboration with the University.

How I told students:

Updates on Social Media.

Email

Priority 2
Improving Comms & Processes

Actions:

Societies Council

I put a poll in the HUU Activities Zone Forum Facebook Group asking Presidents what they thought of Societies Council. Aside from informing students on what I am doing there didn't seem to be a need for a monthly meeting for Society Presidents as I keep them updated through other means which we can build and improve on as outlined below.

Adopt a Society

Societies that have existed in the past but are no longer being run by students still have a bank account with us and just need students to run them. Our Junior Web Developer has developed an "Adopt a Society" section for our website which will allow students to adopt and set up these societies. If nothing else, it will give students an idea of the sort of societies we have had in the past.

SUMS

Had a meeting with our Junior Web Developer and members of the Opportunities Team to discuss how we can better use SUMS (Students' Union Management System) for managing Student Groups and finding new digital ways for committees to run and manage their group.

Outcomes:

From the Societies Council poll, the feedback I received was that they'd like:

- Societies Council at the start of trimester 1 & 2, and when anything urgent needs to be discussed/ addressed;
- A monthly Societies Newsletter for Committees to round up information and opportunities for the month;

- Me and the SEC have regular office hours instead of Council where students can more easily reach us if they have any questions or concerns.
- No one requested to keep Council as a monthly meeting.

I plan for the Adopt a Society section to be launched in January 2020.

In terms of SUMS and developing the Dashboard on the website it's a big piece of work so will be implemented over the next year. I'd aim for the work to be concluded by next summer.

How I told students:

Poll in the Activities Zone group

Societies Council

Updates on social media

Priority 3

Student Events Forums – Planning for End of Year Ball

Actions:

Organised two Student Event Forum meetings to plan End of Year Ball 2020. We've had about 10 students at each with the one on the 2nd December being particularly constructive.

Outcomes:

The Student Event Forums have given a great opportunity for students to lead on the End of Year Ball. They've been making the decisions with staff facilitating the meetings. Students have made the decision on the options for the theme, acts, entertainment and generally how the event will be run, all the while being practical about our budget and what the cost of the tickets will have to be. The theme has been confirmed as "Carnival" and acts have been narrowed down with more information to be announced in the new year.

How I told students:

Social Media



Meeting of the Month
SUMS Meeting with Opportunities Team

Which priority it helped:

Improving Comms & Procedures

Who it was with:

Student Opportunities Team

Junior Web Developer

Outcome:

It was a great opportunity to collate all our ideas together for the website which will help digitise a lot of the processes around Student Groups including looking at how groups access the cash office, complete trip packs and sign off documents.

It's not going to come to fruition overnight but it will be a big win when its all in place.

How I told students:

Societies Council

Next month I will be focusing on:

1. Societies
2. Student Media
3. Commercial Services