

MINUTES OF UNION EXECUTIVE COMMITTEE MEETING
Held at 2pm on Tuesday 15 November 2016

Present: Vice-President Sport (VPS, Chair), President, Vice-President Activities (VPA), Vice-President Scarborough (VPSc), Vice-President Education (VPE),
Attending: Chief Executive (CEO), Membership Services Director (MSD), Executive Support Co-ordinator (ESC, minutes), Administration Co-ordinator (AC, minutes)

1. **Apologies**
Received from Vice-President Welfare & Community (VPWC),
2. **Minutes of previous meeting**
Approved as a correct record.
3. **Matters arising** - see attached.
4. **Zone reports – circulated and taken as read** (see attached)
 - c) **Vice-President Education**
 - VPE and Education Co-ordinator are preparing for the first online course rep forum next week to minimise problems on the day.
 - d) **Vice-President Sport**
 - VPS thanked VPE for attending AU Council regarding the referendum; President suggested that this is followed up at the next meeting of the AU. **Action: President**
 - AU videos and results of fixtures will now be displayed on screens around the building to raise awareness of the AU's achievements. VPS has faced some issues showing videos during the day due to conflicts with BAM and the marketing agreement; CEO suggested using other screens across campus. ESC and Communications Manager to provide officers with an overview of the agreement and identify alternative screens on campus. **Action: ESC/CM**
 - e) **Vice-President Activities**
 - VPA updated UEC on the total amount raised during RAG week, currently around £5000. VPA hopes that raising awareness of RAG early in the year will encourage students to attend events planned throughout the year.
 - f) **Scarborough**
 - Chair asked VPSc if he had any ideas for motivating students and if UEC could assist. Suggestion of joint exec events was made, however VPSc wished to avoid event replication.
 - President made suggestion to VPSc that a joint social could be held for volunteers after the Christmas Union Council.
 - CEO asked VPSc to consider the Scarborough Executive Committee visiting the Hull campus when he visits for the December board meeting; volunteers can then meet with trustees and staff from HUU and the University. VPSc agreed this could be beneficial; CEO & VPSc to follow up next week. **Action: VPSc & CEO**
5. **Chief Executive & SMT update** – reported separately.

6. **Items for Discussion**
 - a) **University Christmas Drinks**
 - Christmas Drinks to be held on Thursday 15th December with trustees, staff from HUU and the University. President suggested the invitation list from last year is reviewed and updated before invitations are sent. **Action: President & ESC**
 - CEO & President asked Officers to forward the names of staff members they would like to invite to ESC by Friday 18 November. **Action: Officers**
 - b) **Associate & Life Membership**
 - UEC approved 1 year associate memberships for Sanna Saidy & Muksud Mokadder.
7. **Impact Reporting**
 - President reminded UEC of the importance of communicating HUU and Student Officer wins to Marketing. President encouraged the Officers to continue their use of Twitter to connect with students.
8. **Any Other Business**
 - a) **360 Reviews**

ESC advised UEC of the timeline for their 360 Reviews. CEO reminded Officers of the importance of ensuring review forms are returned by the deadline.
9. **Reserved Business** – Reported separately
10. **Next Formal Meeting** – Tuesday 29 November 2016

UEC REPORT - WEEK ENDING 11 NOVEMBER 2016

NAME: George Bainbridge	
I'd like to thank	Toni P the wicked mc for assisting me in choosing the winners of the HullSTARS awards. The Student Officer team for their all day breakfast reflection time, although the eggs weren't the greatest
Things I'm proud of	Great work with HullSTARS last week, I believe the waste management meeting was far from rubbish
General updates	I have been researching a lot into mental health, although I have compiled various data of which contradict each other there is some obvious trends in student mental health on a national scale. I have been looking into how we may be able to gather data to see how this may reflect upon our own campus.
Update on my objectives	Support of liberation groups: HUUSaysNo self-defence class is on 14/11/2016 in collaboration with MMA, interest has been high, been in talks with Jennie about changing the stance of the campaign and changing marketing around to a more aggressive approach. AU Training is booked in for the 29 th November Charity Collection: Still awaiting for marketing material, yet agreement has been formed with the local foodbank as to what products is their priority, RAG are on board Festival of Wellbeing: Budget confirmed, will have to include my campaign form next formal as I am not here this week.
I need support with	Quitting smoking. Although adequate progress has been made, I rarely smoke outside of work yet like the break of standing outside, need something to replace this habit. What does everybody else do?

ENGAGEMENT BREAKDOWN

Week ending	Total hours worked this week (max 40 hrs pw)	Hrs spent engaging with members (ie time spent face to face with students)	Type of engagement (description)	Engagement hrs as % of total hrs worked
11/11/2016	40	4	Welfare Radio and Middleton Café chats	10%

UEC REPORT - WEEK ENDING 11th November 2016

NAME: Matt Thorneycroft	
I'd like to thank	<p>Si Hernandez for his hard work in Scarborough and level of encouragement for the Talk Scarborough Forum, it's exceptionally tough in Scarborough with the low population and he's doing a fantastic job.</p> <p>Matt Bramall for his devotion to the team attitude and dynamic, encouraging the team to engage more socially and build our relationships. It's very easy to drift apart in the busiest times and Matt has been great at keeping us together.</p>
Things I'm proud of	<ol style="list-style-type: none"> 1. Met with all of my Education Zone members individually and created objectives. 2. Attended the Talk Scarborough Forum at the Scarborough campus to ensure the voice of those Students. 3. Two very successful Course Rep Forums with one of the largest turn outs!
General updates	<p>Exceptionally pleased with the first set of Course Rep Forums. We have some very engaged and enthusiastic Course Reps which creates an amazing atmosphere. We also had really good discussions with key members of staff from the Library and Estates and feedback is already being acted on!</p> <p>Education Zone is also incredibly engaged and we are developing some strong Action Plans, which should mean some incredibly strong positive change over this year!</p>
Update on my objectives	<p>Training – Filming is undergoing this week for my online training modules.</p> <p>Technology – The first ever Online Course Rep Forum will be taking place next week so practice this week has been planned.</p>
I need support with	<p>I'll need support with the filming and conference calling facilities, which will predominantly be Jacob. I'll also need to ensure some kind of work life balance because I'll be doing most of the filming in the evenings with no one here, so working 10-14 hour days if I'm not careful.</p>

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4th	50	36	Education Zone meeting, Scarborough Rep Forum	72%
11th	54	18	Course Rep Forum, AU Council Talk.	33%

UEC REPORT - WEEK ENDING 11 NOVEMBER 2016

NAME: Amy Jackson	
I'd like to thank	<p>RAG Committee and Volunteers for being incredible throughout RAG week and raising over £3000.</p> <p>Angie Drinkall for all her fantastic work and help with RAG week and working with our charity of the semester Canine Partners.</p> <p>Vicky Dean for her constant hard work with the deluge of society constitutions, risk assessments and other documents that land on her desk every day.</p> <p>Tania Struetzel for all the student consultation work and for understanding when I had to run between RAG week and consultation.</p>
Things I'm proud of	<p>RAG week raising £3110.26, with £1663.08 raised by clubs and societies.</p> <p>The enthusiasm and drive of performance societies to put on performances for a student City of Culture fringe festival.</p> <p>Chairing my first AGDC meeting.</p>
General updates	<p>Torch TV are affiliated once again to the National Student Television Association (NaSFA), affiliation opened on Monday.</p> <p>Discussions between myself and Norman and Hannah from careers are being had about setting up workshops for HUU volunteers about unlocking their potential.</p> <p>Myself and Liz had a meeting with Michael Fox about the concerns regarding the new external speakers' policy that he brought up in Union Council.</p>
Update on my objectives	<p>Reward and Recognition: First Volunteer of the Month has been awarded. Work is happening on a potential societies' ball.</p> <p>Membership: Societies membership is up on last year, the new edition of The Hullfire will be sent to print this week after a large number of articles were submitted. Hullfire Radio have held their interviews for new committee positions. RAG have had a great deal of success with the large number of volunteers they have attracted who helped throughout RAG week.</p> <p>Employability: Still working with Alumni Relations to create events for RAG and Media, the sessions for volunteers I am setting up with Hannah and Norman should also be very useful for society presidents.</p>
I need support with	Coming "back to reality" a little bit after the hectic but incredible time that was RAG week, and focusing on new projects in the future.

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4.11.2016	40 (hours missed in illness Friday covered by extra time worked over RAG week)	30	RAG week and governance review student consultation.	75%
11.11.2016	40	6	SEC meeting, City of Culture meeting, general student meetings	15%

UEC/SEC REPORT - WEEK ENDING 11TH NOVEMBER

NAME: Si Hernandez	
I'd like to thank	Tracy Blundell (Communications Officer) – For her fresh ideas and enthusiasm. Katy Graley (Associate Principal) – For her great work with the NSS action plan. Scarborough PTOs – For the “Exec Town Tour”.
Things I'm proud of	Outcomes of the CMT meeting.
General updates	Met with Tracy Blundell to discuss revised plans for student communication. Working with Katy Graley, provided feedback into NSS action plan. Taking into account concerns raised from the previous results. Co-ordinated an “Exec Town Tour”, where students had the opportunity to meet the Scarborough PTOs. This included taking students around Scarborough for a three course meal. Exploring options of linking with local business in Scarborough for evening events. Feedback has been students would prefer this, with HUU co-ordinating events on site for daytime and special occasions. Began planning activities for Children in Need, with support from Lana Goldthorpe (Welfare Officer) and Joe Barker (Community Officer).
Update on my objectives	Met with CMT to discuss feedback from Talk Scarborough. Addressing student concerns over Well-Being staff, there will be an addition staff member employed for student support. Extra furnishing will now be placed in Calvino's in order to improve the atmosphere. Staff will also be asked to improve communications to students, should they be departing. Created timeline for Liberation Education, with planned days using the “Equali-Tree” to gage student feedback on understanding issues of inequality.
I need support with	Helping to motivate students.

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11/11/16	36 (Monday off, claimed lieu time).	6	Exec support, “Exec Town Tour”.	16.66%