

MINUTES OF UNION EXECUTIVE COMMITTEE MEETING
Held at 2pm on Tuesday 16 May 2017

Present: Vice-President Sport (VPS, Chair), Vice-President Welfare & Community (VPWC), Vice-President Education (VPE), Vice-President Scarborough (VPSc)

Attending: Chief Executive (CEO), Membership Services Director (MSD), Kim Houghton - AU Varsity & Events Officer (KH), Communications Manager (CM), Administration Co-ordinator (AC, minutes)

1. **Apologies**

Received from Vice-President Activities (VPA).

2. **Minutes of previous meeting**

Approved as a correct record.

3. **Matters Arising**

3) CM confirmed that marketing would be able to record the Vlog, however do not currently have the capacity to edit any film. Officers to discuss further in Officer Ops meeting 17/05/17. **Action: Officers**

3) UEC unaware if VPA has contacted Director of Estates regarding water fountains. VPE agreed to follow up and contact relevant University staff if required. **Action: VPE**

7a) VPS has met with VPSc to discuss Union Council feedback and has written a blog to provide an update to students. VPSc currently updating, once agreed VPS will circulate to all officers for approval before sharing online. **Action: VPS**

7f) VPE confirmed that all of his projects for the year are now complete. VPE currently working on Course Rep videos for next year, attending the last round of University committee meetings and preparing for the officer handover.

4. **Zone reports – circulated and taken as read** (see attached)

a) **Vice-President Welfare and Community**

- VPE praised VPWC on his speech at the HUU Awards and UEC were in agreement that VPWC had done a great job.

5. **Chief Executive & SMT update**

Discussed below.

6. **Direction of Organisation**

None reported.

7. **Items for Discussion**

a) **Sport Student Staff Pay**

- VPS explained the current position of the Union Council motion restructuring the AU Exec and how the section regarding payment of new student staff positions had not received agreement. VPS asked UEC to share their views on the proposal and explained AU Varsity and Events Officer (KH) had been invited to represent the views of the current AU exec.
- KH highlighted that financial issues and the need to balance work with studies often prevents students from engaging with HUU. This obstacle would be alleviated by receiving payment for the role.

- VPWC explained that his main opposition to the proposal was the issue of fairness. If sports' volunteers were to be paid, volunteers from other zones should also be paid. VPWC questioned the costs involved in the proposal and if it would be financially viable to extend to all volunteers.
 - VPWC also queried the amount of hours worked by the AU exec. KH explained that currently hours worked varied between the positions, however the motion creates four positions with an even workload and expectation of 8 hours per week.
 - VPE explained that his opposition to the motion also centred on the payment of one zone's volunteers only and he would love for course reps and faculty reps to be paid too. VPE asked UEC to consider if it would be better to have an additional 4 student roles supporting all zones, not just the sports zone.
 - VPS & KH provided UEC with the reasons behind the motion and the strong support it had received from AU Presidents. VPS urged UEC to support the motion and if successful it could be extended to other zones.
 - VPSc highlighted that a key objective of HUU is student engagement. This motion was a request for change that had received a strong mandate from AU Presidents. VPSc expressed view that UEC should give it a try.
 - Further discussions were held regarding the new roles' relationship to AU Presidents, the tasks to be completed and if the number of reps could be reduced.
 - Whilst accepting motion had received significant student support, VPE reaffirmed his view that the paid student staff roles should benefit all zones.
 - UEC in agreement that more information is required before a decision can be taken on the proposal. Hours, tasks and financial implications to be collated and reconsidered at meeting when all 5 members of UEC present. VPS to arrange a meeting with Democracy & Governance Co-ordinator and Sports & Societies Co-ordinator to discuss the proposed roles. VPS to prepare details for future UEC meeting.
- Action: VPS**

b) **Union Council**

- VPE raised with UEC his concerns regarding the disjointed UEC stance to motions at the last Union Council meeting.
- UEC agreed that a formal discussion of motions prior to Union Council would have alleviated a lot of the misunderstanding and officers could have presented a clearer stance to each motion.
- CEO suggested this experience could be something UEC share with the incoming officer team.

c) **Group Objectives debrief**

- UEC in agreement that with VPA's absence from meeting it would be better to discuss at next Officer Ops meeting.
- Action: Officers**

e) **Your Ideas**

- UEC discussed the proposals which had reached the 10 vote threshold.
- VPE confirmed that the University has an ongoing project to update the contact details on its website.
- Nap room suggestion was discussed and VPWC updated UEC on a similar chill out space that is available at Leeds Beckett Union. VPWC to look at the costs involved in creating a quiet zone in Haven and bring to next UEC meeting for consideration.

Action: VPWC

- Officers agreed that creating a space in current structure of building could be informative for any future development plans of the building.
 - VPE to continue to raise the issue of cancelled lectures and to source statistics collated by Student Hubs.
 - VPE to contact University Director of Finance to ask if any statistics or pie charts are available to show the use of tuition fees by the University.
- Action: VPE**

f) **Campaign Fund Request**

- VPWC presented his request for funding to help increase awareness of the DBARN (Don't be a rubbish neighbour) scheme run in partnership with Hull City Council.
- Funding would be used to produce and distribute information leaflets.
- CEO questioned the choice of distribution company, due to previous poor experience. VPWC agreed to look again at options available.
- In principle UEC in agreement with the proposal. VPWC to confirm all details before UEC sign off request.

Action: VPWC

8. **Marketing Update**

- Third online rebrand panel was held last week. Once materials are received from Redbrick, discussions will be held to decide whether further consultation is required or if a roll out should be scheduled.
- CM & CEO highlighted that initial rebrand deadlines were likely to be extended to prevent the process being rushed.
- CM provided an update on the website project: marketing will employ a freelancer to complete the remaining work in time for summer so that it is visible to the new cohort of students.
- Walk of Fame Event is scheduled for later this week, which will honour famous University of Hull alumni. Guests attending include Rosie Millard (Hull 2017), Mark Chapman (BBC Sport) and Malcolm Sinclair (Actor, President of Trade Union Equity).
- CM is currently organising the photo shoot for the new officer team.

9. **Any Other Business**

- VPS reminded officers to contact their student trustee buddy before the Trustee Board meeting on 25th May.

10. **Reserved Business**

Reported separately.

11. **Next Formal Meeting** – Tuesday 30 May 2017, 2pm.

UEC REPORT - WEEK ENDING 12 May 2017

NAME: George Bainbridge	
I'd like to thank	Chloe for her ace work on the HUU Awards. Si for an amazing Scarborough Awards.
Marketing Update	First event is planned for Monday 15 th May in regards to the exam distress campaign; there will be puppies, a wellbeing wall and free packs being handed out around campus.
Update on my objectives	Exam distress campaign is underway. Marketing has almost completed proofreading the community handbook which will hopefully be completed by the time that I leave. Report is almost complete in regards to the Fit to Sit Policy, I'm going to do some face to face engagement to receive more feedback.
Things I'm proud of/ I need support with	Although by the time of reading this will have been done, pray for me for my speech at HUU Awards.

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
12/05/2017	40	16.5	Elect meetings Scarborough Awards HUU Awards Student meetings	45

UEC REPORT - WEEK ENDING 12 May 2017

NAME: Matt Thorneycroft	
I'd like to thank	<p>Matt Bramall for being super positive over the week and being team cheerleader.</p> <p>Kathryn Oram-Robinson for her incredible work designing and organising the SLTAs.</p>
Marketing Update	<p>A very successful Student Led Teaching Awards! Thank you to everyone who helped and to those who attended. Also big thanks to the commercial team – the food was ace!</p> <p>University Council was one of the best meetings I'd been to all year and there was really productive conversations about where the university needs to go.</p> <p>I attended a Quality Assurance Agency conference and learnt loads about the direction of the Higher Education market.</p>
Update on my objectives	All objectives are now as complete as possible within my term.
Things I'm proud of/ I need support with	Due to time frames, all of my objectives are as complete as possible. Therefore I'll now focus on handover, my videos and finishing off any final work.

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
5th	40	10	Bank holiday Monday, WCRP group meeting, SLTAs.	25%
12th	66	18	Union Council, GE Engagement, Online CRF, HUU Awards.	27%

UEC REPORT - WEEK ENDING 12th May 2017

NAME: Matthew Bramall	
I'd like to thank	<p>Andy King, Kevin Pearson, Liz Pearce – For their expertise and support in the kit supplier process.</p> <p>Amy Jackson – For her incredible hard work in leading the general election push.</p> <p>Simon – For being a great host at Scarborough Awards and running the campus so well.</p> <p>Matt Thorneycroft – For always being supportive.</p> <p>George Bainbridge – Running some great exam stress initiatives.</p>
Marketing Update	<p>Attended final BUCS Regional Conference.</p> <p>Union Council Motion</p>
Update on my objectives	<p>3 main objectives are pretty much all complete:</p> <p>Improving profiles of clubs on campus: Hosting a non Bucs forum this week for feedback.</p> <p>But other projects:</p> <p>Kit Supplier: Reviewing proposals from O'Neill's next week.</p> <p>Financial Sustainability: KP, VD and I arranging a meeting with treasurers to discuss, sponsorship, contracts, debt recovery etc.</p> <p>Sport Branding Group: Working with SFC & University Mar/Comms on formulating a single sport brand.</p>
Things I'm proud of/ I need support with	<p>Not worrying and relaxing more.</p>

ENGAGEMENT BREAKDOWN

Week ending	Total hours worked this week (max 40 hrs pw)	Hrs spent engaging with members (i.e. time spent face to face with students)	Type of engagement (description)	Engagement hrs as % of total hrs worked
7 th May	32	8		25
14 th May	40	16		40

UEC REPORT - WEEK ENDING 12 MAY 2017

NAME: Amy Jackson	
I'd like to thank	<p>Si, Matt B, George and Tania for their support in regards to the GE campaign. Kathryn Oram-Robinson for organising a fantastic Scarborough awards/SLTAs. Chloe Birr-Pixton for her incredibly hard work on HUU awards. Andy King, Cath Farrell and Liz Pearce for being incredibly supportive in regards to the drama society incident. Ben Butler, David Simpson and Josh Baker for all the work they put in to making media alumni day fantastic.</p>
Marketing Update	<p>Media alumni day attracted a large number of students interested in careers in the media. All who were involved, both speakers and attendees, have said that it was a really well run and enjoyable event. General Election "big push" week has gone well, three big things to pull from that are the hustings event on Wednesday evening that had a great turnout, the interviews conducted by Calendar News and the "wall of democracy" on the stairs downstairs.</p>
Update on my objectives	<p>Membership: exec committees for SEC, RAG and Torch are sorted, as are the heads of section for Hullfire Radio and The Hullfire, interviews for the other positions will be held soon. Reward and Recognition: final volunteer of the month awards have been given out, and the Societies' Awards are coming up where awards will be presented alongside society points certificates. Employability: Media alumni day! City of Culture Opportunities: Student media have been given press passes for Radio 1's Big Weekend, working with various others to try and provide extra tickets for them too as they only have two.</p>
Things I'm proud of/ I need support with	<p>I've met once again with drama society, they are happy with the amount of monetary compensation being given, however have submitted a formal complaint, to which we have accepted full responsibility, it appears as if the issue has been dealt with effectively and protocols have been put in place to stop it happening again. If you hear any more on this issue please can you let me know so I can deal with it.</p>

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
05.05.17	24 (Monday bank holiday, Friday leave)	5	Media alumni day organisation, RAG handover meeting, general catch-ups	20%
12.05.17	56 (Media alumni, HUMS event, UC, GE hustings)	30	GE engagement, media alumni day, RAG handover, Torch filming, HUMS event, UC	54%

UEC REPORT - WEEK ENDING 12TH MAY 2017

NAME: Si Hernandez	
I'd like to thank	<p>Campus Sport - For their support during the Sport Reunion.</p> <p>Kathryn, Elaine and Jo – For all their help putting the Scarborough Awards together. A special thank you to Jo, as she moves on to a different venture.</p> <p>Amy – For all her work during Voter Registration.</p>
Marketing Update	<p>Sports Reunion Event was a success, with activities and food provided.</p> <p>Planned stress busting event with bouncy castle.</p> <p>Mental Health Event was successful, with student feedback surrounding their experiences of mental health, as well as providing a music corner and colouring.</p>
Update on my objectives	<p>Awaiting feedback from students regarding stereotype questions for Liberation Education.</p> <p>Reviewing Going For Gold, as part of PTO training.</p>
Things I'm proud of/ I need support with	<p>The final Scarborough Awards, twelve awards and an amazing atmosphere.</p> <p>No support needed.</p>

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
12/05/17	52	12 (+ 2 w/PTOs)	<p>Sports Reunion, One-To-Ones, Scarborough Awards.</p> <p>Plus PTO engagement.</p>	23.07%