

UNION COUNCIL – Monday 23 April 2018 – Meeting Room 1, 6:30pm

AGENDA

- 1. Adoption of the agenda**
- 2. Apologies for absence** (for acceptance)
- 3. Minutes from previous meeting** (to note) (Paper A)
- 4. Student Officer Reports – Objective updates** (Paper B)
 - 5.1** President
 - 5.2** Education Officer (no report submitted)
 - 5.3** Welfare & Community Officer
- 5. Zone reports** (Paper C)
 - 6.1** Governance Zone
 - 6.2** Education Zone (no report submitted)
 - 6.3** Activities Zone (no report submitted)
 - 6.4** Welfare & Community Zone
 - 6.5** Sports Zone (no report submitted)
- 6. Breastfeeding Policy by Jennie Watts** (for approval) (Paper D)
- 7. Zero Tolerance Policy by Jennie Watts** (for approval) (Paper E)
- 8. New General Business**
 - 7.1 M.1718-7** Motion to improve democracy within the union (Paper F)
 - 7.2 M.1718-8** Motion to amend the AU Club Constitution in regards to the submission of yearly budgets (Paper G)
 - 7.3 M.1718-9** Motion to amend SO 4002 in regards to the AU Executive Committee (Paper H)
 - 7.4 M.1718-10** Motion to amend SOs 1001, 2001, 3001, 4001, and 5001 relating to the Student Officers (Paper I)
 - 7.5 M.1718-11** Motion to remove HUU's No Platform Policy (Paper J)
 - 7.6 M.1718-12** Motion about Students and Brexit (Paper K)

9. Your Ideas (if applicable)

10. AOB

HULL UNIVERSITY
UNION

UNION COUNCIL MINUTES
Monday 19 March 2018 – Meeting Room 1, 6:30pm

Attendance

First Name	Surname	Position	Attendance					
			16/10	13/11	04/12	19/02	19/03	23/04
Student Officers								
Osaro	Otobo	President						
Salman	Anwar	Education Officer						
Jennie	Watts	Welfare & Community Officer						
Caitlin	O'Neill	Sports Officer				Resigned		
Governance Zone								
Kym	Cardona	Councillor for Scrutiny						
Welfare & Community Zone								
Tom	Barnes	LINKS Officer			Thomas Gwilliam	Matthew Ward	Rory Hamill	
Connor	Massey	LGBT+ Officer (Role share)				Resigned		
Georgina	Baulch					Resigned		
Rayan	Shipton	LGBT+ Officer						
Hayley	Hatton	Trans* Representative						
Maria	Majekodunmi	BAME Officer						
Jacqueline	Gomes-Neves	Women's Officer						
Jessica	Clunan	Disabled Students Officer						
Ruth	Williams	Environment and Ethics Officer						
Jordan	Navarro	Councillor for Scrutiny – Welfare & Community						
Education Zone								
Ashley	Pattison	Mature Students Officer					Resigned	
Adam	Clifton	Part-time Students Officer						
Lauren	Williams	Postgraduate Taught Officer						

Rebecca	Devine	Postgraduate Research Officer						
Stefan	Caluser	International Students Officer						
Steven	Storey	Faculty Rep Faculty of Science and Engineering						
Katie	Hobson	Faculty Rep FACE						
Amelia	Smallwood	Faculty Rep Faculty of Health Sciences						
Michael	Howe	Faculty Rep Business, Law and Politics	N/A					
Activities Zone								
Rayne	Goddard	Chair SEC						
Megan Connah	Hammell (MH) Thompson (CT)	Media Representative		MH	CT	MH	MH	
Tom	McNamara	Chair RAG						
Katie	Wilkie	Societies Council Rep	N/A					
Alex	Fynney	Councillor for Scrutiny - Activities			Resigned			
Sports Zone								
Natasha	Wilson	AU Secretary & Communications Officer						
Maisie	Loggie	AU Members' Rep						
Nick	Wright	AU Presidents' Rep						

In attendance:

Nicole Steele, Student Voice Manager (SVM)

Emily Normington, Executive Support Co-ordinator (ESC, Minutes)

1. Adoption of Agenda

The agenda was adopted.

2. Apologies for absence (for acceptance)

None received.

3. Minutes for previous meeting (to note) (Paper A)

The minutes were approved as a correct record.

4. Minutes for Board of Trustees (to note) (Paper B)

No questions.

5. Zero Tolerance Policy Review

JW welcomed feedback on the draft Zero Tolerance Policy. Jess Clunan (Disabled Students Officer, JC) suggested not including characteristics, to improve inclusivity by enabling students to self-define.

Rayan Shipton (LGBT+ Officer, RS) queried whether protected characteristics would be included in the final policy; JW said the policy will be reviewed to ensure all students are covered by the policy, following Kathryn Sharman's (KS) concerns over whether cases not listed within the characteristics would be pursued. RS noted that protected characteristics are included within the Equality Act.

Lauren Williams (PG Taught Officer, LW) queried why review was required every 2 years; JW said this is to ensure the policy is reviewed, however the frequency of review can be amended. Nick Wright (Presidents Rep, NW) suggested reviewing the policy annually, with a larger review every 3 years.

Hayley Hatton (Trans* Representative, HH) queried whether the section previously included regarding victims feeling discriminated against should be reinstated; JW to include. KS felt HUU should act as an arbitrator to ensure all cases are fair; OO added that all cases would be overseen by staff. JW advised that the final version will be brought to Union Council in April.

6. No Platform Policy Review (Paper C)

Following a workshop at the February meeting of Union Council, SA summarised the current No Platform Policy. Since the meeting, SA conducted a poll with students to establish whether they wish to amend, remove or keep the current policy; following this feedback, SA proposed removing the policy, as the External Speaker Policy already monitors groups and individuals.

RS queried whether the External Speaker Policy falls within the No Platform Policy; SA said all groups wishing to visit campus must complete an External Speaker form, those on the No Platform list are automatically rejected, however all speakers are researched prior to approval.

HH queried why the policy has been recommended for removal, SA said student opinion was divided, removal of the policy would enable restrictions on individual speakers visiting campus.

JC suggested conducting another student poll, LW proposed circulating the poll within student newsletters or using a coin drop in HUU to attract a broader range of students. RW noted that in the future, a No Platform Policy could be reinstated by Union Council. SA to circulate the External Speaker Policy to Union Council for information.

7. Breastfeeding Policy Paper (Paper D)

JW explained that the only designated breastfeeding room on campus is within the Allam Medical Building. JW would like to see a breastfeeding room in Student Central following the building redevelopment.

LW supported the policy and queried where on campus you can currently breastfeed or express; JW advised that breastfeeding on campus is allowed, however there is only one designated private space; JC recommended making it clear within the policy that people can breastfeed anywhere on campus.

JW is reviewing requirements to become an accredited breastfeeding friendly organisation. AC queried whether baby changing facilities could be included in the Student Central redevelopment; JW suggested having a baby friendly room for changing or breastfeeding. JC noted that the policy should ensure inclusivity for all who breastfeed, including Trans men and non-binary.

8. Student Officer Reports (Paper E)

8.1 President

Report taken as read; OO noted that the HUU Advice Centre is now a hate crime reporting centre. OO has also launched a 'Hull Against Hate' campaign alongside the University and is working with Humberside Police to educate students on what is considered to be a hate crime and the support services available.

OO updated on the team objective, noting that the Student Officer team have been ensuring student concerns regarding strike action has been communicated to the University, this has included meetings with the VC and University Registrar. OO noted that unpaid salary funds from the strike action has been set aside; OO welcomed thoughts on how this money could be used. OO added that a paper was recently passed by the University to enable module marks to be awarded for missed teaching.

8.2 Education Officer (No report submitted)

Taken as read.

8.3 Welfare & Community Officer (No report submitted)

JW recently launched campaigns regarding consent and mental health. JW is working with Student Wellbeing to create an A-Z guide on looking after your mental health whilst at University; including hints, tips and support services. JW has started a project to improve information regarding student accommodation for first year students.

9. Zone Reports (Paper F)

9.1 Governance Zone

Taken as read.

9.2 Education Zone (no report submitted)

Taken as read.

9.3 Activities Zone

Taken as read.

9.4 Welfare & Community Zone

Taken as read.

9.5 Sports Zone (no report submitted)

Taken as read.

10. Your Ideas (Paper G)

OO summarised the number of Your Ideas allocated to each Student Officer. RW queried whether PTO's can support with this; JW advised that relevant ideas are passed on. NS noted that a number of ideas have been updated online.

11. Any Other Business

a. Democratic Structures

OO will be reviewing democratic processes and structures to make HUU more relevant to students. OO believes processes must be simple, accessible and representative; enabling all students to participate. A student queried whether HUU has data and best practice from other students' unions; OO advised that HUU has this information and will make these resources available to students when the campaign is launched.

b. Safety in Local Area

LW queried whether the safety of students in the Newland Avenue areas is being reviewed; JW will be consulting with students to improve lighting on campus, with feedback being sought regarding the wider community areas. JW noted that police patrols have increased in these areas, however HUU is limited in its impact off campus.

c. Events

JC advised that a guest speaker event will be held as part of National Autism Week. The event will be held on Friday 23rd March in Library Teaching Room 2 at 6pm and is free to attend.

OO promoted an alumni employability event taking place on Tuesday 20th March in Canham Turner from 1.30pm; OO added the event will present networking opportunities and is free to attend.

JW added that on Tuesday 20th March a spoken word performance will be held in Johnny Mac as part of Women's History Month.

MH is seeking content for the next edition of the Hullfire and welcomed articles from Union Council members. Articles should be sent to editor@hullfire.com.

Osaro Otobo : Objectives Template

Policy Objective

Your objective is a clear statement which encapsulates what you want to achieve. Think about making your objectives as SMART as possible. Specific, Measureable, Achievable, Relevant, Timescaled.

To have no lectures after 12pm on a Wednesday, to allow students to engage in activities and opportunities which HUU has to offer.

(Background is that PG students are more likely to have lectures after 12pm)

How will I know I have achieved success? What KPI will I need to measure?

There will be no lectures taking place after 12pm on a Wednesday (or a significant decrease in the numbers which take place).

How will this benefit students? Roughly how many students will this benefit?

Who will benefit from this activity and how? You might want to think about the news story or Impact Report www.huu-impact.com update you will write when you have achieved your objective (or as you progress towards it). Which students will be quoted in the piece? Why will students care about what you have done? Does your activity benefit particular types of students (international / postgraduate / living in halls). Thinking this through may help you make your objective more achievable and help target resources.

It will improve their student life experience, by helping them make friends, do activities to enhance their employability and skills, give balance to their life and improve student wellbeing. All students that normally have lectures on Wednesdays after 12pm will benefit from this. Once I know exactly how many students have lectures on Wednesdays after 12pm I'll be able to comment on the number of students it will benefit but it will definitely have an impact on Postgraduate Students.

Action Plan

What actions do I need to take?	By when?	Who can help me?	Update
Investigate with University how many lectures are scheduled to take place in 17/18 on Wed after 12pm. Breakdown of where/groups of students it affects.	4 September	Jeannette/Anji	Salman has emailed Timetabling expressing my interest in attending an already pre-existing meeting with them.
Can the new student card which tracks attendance, give			I have had a meeting with Nikki Davies

any information on this?	Mid October – End of semester 2	<p>(Timetabling Group) – she said she will send me information on how many students are affected by lectures after 12pm but can't guarantee when she'll be able to send it to me as they are busy with finalising the timetable to release to students in time.</p> <p>I've received the timetable now and I have my whiteboard; I will go out to lectures each week (on a Wednesday or on another day) to talk to students about how Wednesday lectures effect their experience.</p> <p>Time tables are still changing (10 Oct) <i>Action – Osaro to use the breakfast meeting next week with VC as a deadline for the info.</i></p> <p><i>Action - Set up meeting to review first stats of attendance monitoring with Jim.</i></p> <p>I've emailed Marketing (30/10) to set up a meeting to review this objective to see how it can get more impact. I want more students to be aware of what I am doing.</p>
Market this objective effectively	Ongoing	<p>I had a meeting with Marketing on 17/11. I have a survey that students can fill out now telling me about their Wednesday afternoon experience. This will be send out on social media and via email. Marketing will help me target postgrads especially as they are the ones who are mostly effected.</p>

			<p>Here is my action plan from Marketing:</p> <ul style="list-style-type: none"> • Osaro is going to write some content on her experience as a post grad and missing out on sports, which we can use for an email to post grad students. She's sending this w/c November 27th. • The email will also include a survey on which course they study, if they have lectures on Wednesday, which times they find inconvenient, and a tick box on if they'd like to 'sign' the petition on getting rid of Wednesday lectures. We're looking to get this set up w/c27th November. • For other students, Osaro is going to find a target of 10 compelling quotes from students which we can use for a social media campaign inviting people to send their thoughts to her. She's aiming to do this by December 8th. • The social media campaign will start on December 17th.
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How will you working with students on this?

What roles will students plan and how will you engage / keep them engaged?

Once I know exactly which students are affected, I will go to them to find out the impact they think this is having on their student experience. I will go out to them with a whiteboard to get them to write their views down and take a photo (if they are comfortable with me taking one) so eventually I'll have many photos to have a collage on have on display at various locations (e.g. Student Central).

I have briefed this into Faculty reps – I have their support on this. I will follow up to encourage feedback if there are any issues on their course.

Monthly reflection

This month:

- What has gone well?
- What would you have done differently?
- What did you learn (about the topic / your approach / yourself / others?)
- Revisit actions above – what else do you need to do?

September/October – So far I've had feedback on how timetabling is effecting the student experience for many students – it appears to be the main problem throughout the first weeks of the semester. The first time I will go out to a Wednesday lecture is 11/10 so I'll have more to say once that gets going.

October – I emailed the Marketing team (3010) to arrange a meeting with to discuss my timetabling objective. Upon reflection I've realised that what I've done so far isn't making as big of an impact that I would like it to and not many students will be aware of what I'm doing. I'm thinking it would be a good idea to have a re-launch of my objective with branding for semester 2 so more students can be aware that this is something I am looking into. In the meantime I think to get it out there more I need to make sure of Facebook live and get the marketing team to tweet when I'm out there. I also want this objective to encompass how timetabling affects mature and part-time students too.

November – After having my meeting with marketing on 17/11 I feel more confident about making an effective impact with this objective.

Dec - Email survey has been sent out – 30 responses to date, mostly post grads who said it affected them with sport (1 mentioned societies) Went out with white board on Wednesday – a few quotes from students (mostly part time students, so it didn't bother them) Targeting 50+ responses – Osaro to talk to Marketing to agree how can be pushed out on social media/all student email. Has enough free text comments from survey to link into social media campaign. Students targeted based on info that Nicki supplied. Osaro to speak to PGT/PGR reps to gain their support. On track for deadlines so far. Reflection that could have involved them at the start as partners with this.

Jan – Marketing really helpful getting posts on social media. Had feedback from lots of students individually – some mature students also raised issues

with time tabling eg early and late lectures. Next step to collate info and decided what appropriate next steps are. Goal to complete within the next 2 weeks.

February – Survey is now closed and I had over 80 responses. I'm currently analysing the data. So far there has been mixed responses, those that are interested in sports & activities, especially postgrads, would like the afternoon free. However those that are not interested in sport & activities aren't bothered about it.

March – In my re-election campaign I listed timetabling as one of my priorities. I would like to expand my timetabling research. I want to hear from all students about any problems they have had regarding timetabling; whether you are an undergraduate or postgraduate, a student parent or a part-time student.

April - learnt how time tabling impacts student carers and parents over elections. Wants to see experience from all different types of students, expand the focus beyond initial remit of Sport. Osaro to link in with relevant part time officers, and work with the new VP Education. Will see if there are any new time tabling meetings to feedback into. Opportunity to raise with Jeannette at the next monthly update meeting as well as the next University breakfast meeting. Discuss the best way to get feedback from students re other hot topics/concerns that they have that could shape Osaro's objectives for next year.

Activist Objective Your objective is a clear statement which encapsulates what you want to achieve. Think about making your objectives as SMART as possible. Specific, Measureable, Achievable, Relevant, Timescaled.

There will be 3 visible student campaigns by the end of the academic year (on campus and online) which engage with students.

Ideas of options – Women’s Officer, LGBT?, links to Varsity/Sport?, BME (racial discrimination on campus?) Welfare? Are there any national campaigns that could be a focus?

How will I know I have achieved success? What KPI will I need to measure?

3 visible student campaigns – how will engagement be measured? Hits on web site? Likes on FB, Retweets? Attendance at events?

Ultimately new leaders will be developed and more people will run for elected positions.

I will need to measure: attendance at events, likes on Facebook, the number of people that join a Facebook group relating to a campaign, the number of people that engage with a campaign hashtag.

How will this benefit student? Roughly how many students will this benefit? Who will benefit from this activity and how? You might want to think about the news story or Impact Report www.huu-impact.com update you will write when you have achieved your objective (or as you progress towards it). Which students will be quoted in the piece? Why will students care about what you have done?

Does your activity benefit particular types of students (international / postgraduate / living in halls). Thinking this through may help you make your objective more achievable and help target resources.

It will benefit students by empowering them to make change. Depending on the individual campaign, it will benefit students by bringing about the change they want to see. Making sure that the campaigns are visible on campus and online will make sure every student has the potential to feel included.

The particular groups of students that it will definitely benefit will become known when the campaigns arise.

Action Plan

What actions do I need to take?	By when?	Who can help me?	Update
Discuss with Tania and Chloe the support needed to hold a campaigns workshop during semester 1	Semester 1	Tania/Chloe	I will tie in campaigns/projects with the Your Ideas scheme during WelcomeFest We have a date set for the Your Ideas workshop - 25/10 – now compulsory for part time officers.

			<p>Everyone is welcome to attend the workshop; part time officers will be told it's a compulsory thing for them to attend. I will then see how I can support each of their campaigns.</p> <p>I will attend the session on Union Council, to promote to the volunteers how important it is (16/10)</p> <p>Ran the Ideas for Change workshop. We had at least 10 different ideas for student-led campaigns. It was successful. Many students that attended have contacted Sam to carry out the next steps of their action plan.</p>
<p>Discuss with University any opportunities to partner together on BME campaign?</p>	<p>End of August</p> <p>Ongoing</p>	<p>Patrick John</p>	<p>BME attainment is a big issue that EDI want to focus on. Along with Patrick John, we will have focus groups with 8 to 10 students to discuss their own experiences to help understand why there is a problem and what we can do about it. Deadlines tbc (<i>End October/wk 7</i>)</p> <p>I'm now working with Beverley Palmer from EDI on the Race Equality Charter and focus groups. We are aiming to have them take place in week 7.</p>

			We have reviewed this and the focus groups will be taking place in second semester after exams. The form to fill out interest is now live and it will be open until the exam feedback period.
Discuss with University any opportunities to partner together on possible welfare campaign?	End of August October – End of Semester 1 Ongoing	Anji Gardiner/team Jeni D&W	<p>I have monthly meeting with Anji and Jeanette (18/08) – I will ask Anji if there are any welfare campaigns I can work with her on.</p> <p>Anji suggested these campaigns as possible ones to partner on: White Ribbon, Hull Uni Angels, Mental health, Studying Abroad.</p> <p>I'm working on making HUU a Hate Crime Reporting Centre, I will get in contact with Martin Batstone (Head of Student Support) as I've been told he's interested in working closer with HUU in regards to racial discrimination.</p> <p>I have got in contact with Martin. I have also spoken to Anji about hate crime reporting centres. I have a meeting in mid-November to discuss this further with them.</p> <p>I'm working with Student Services now on this anti-hate crime project. Here are the action points from my meeting with Anji and her team:</p> <ul style="list-style-type: none"> - Osaro to liaise with HUU marketing

			<p>and UoH Marcomms team to come up with a brand and marketing materials for the Hate Crime reporting centre and reporting button.</p> <ul style="list-style-type: none"> - Osaro to discuss with HUU Advice centre regarding availability for training - Janet to liaise with Sgt Bunker regarding dates for awareness training - Sarah and Martin to discuss with Mark Jardine regarding Talking Head and then all to meet with Osaro & Jennieto create script, content, etc. - Janet to liaise with Jim Keane regarding him, Dimitar Nikovski and Andy Marston working with Stewart Doyle in ICT on reporting button, form behind, etc. - Janet to discuss with Carl Palmer & Sgt Bunker regarding Police presence/representation on campus last week Jan/first week of Feb 2018) <p>Jan update – working with Univ to get promotion video for hate crime, Called “Hull Against Hate”. VC supporting with video. AC invited to Hate Crime Conference – let Liz know. Video live on 21st Feb –</p>
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			launch date for campaign, and for centre going live. Find out from Gina whether they will be ready for this deadline.
Set up meeting with NUS President, to discuss disaffiliation/changes made at NUS	End Of August 27 th October November	Emily with calendars/other officers	<p>List of possible dates have been sent across to us.</p> <p>We have a date set for the meeting – 27/10</p> <p>Will discuss on 13/10 with the Officer Team exactly what we want out of this meeting and how to engage students.</p> <p>The NUS president came to visit HUU on 27/10. We gave students a chance to ask any questions, face to face and online. We livestreamed the event.</p> <p>Once all the Officer team is back at work we will discuss how the event went and if we think the NUS is relevant for HUU now, at some point in the future or not at all.</p> <p>As a team we don't think a referendum should happen this academic year, it's too soon. NUS affiliation is something that can possibly be reviewed every 2-3 years.</p>
How will you working with students on this?			

What roles will students plan and how will you engage / keep them engaged?

I will work on this with students continuously throughout the year through the Your Ideas scheme by asking them what do they really want to change to make their time at university better.

To date, the suggestions for campaigns have included breast cancer awareness, sexual harassment, vegan food, sustainability/renewable energy.

Monthly reflection

This month:

- What has gone well?
- What would you have done differently?
- What did you learn (about the topic / your approach / yourself / others?)
- Revisit actions above – what else do you need to do?

September/October – So far things are going well. All of the Officer Team talked about the Your Ideas scheme during WelcomeFest and we have had new suggests given from students online. We also have had a lot of students express an interest in running a campaign so we should definitely be on track to have 3 student led campaigns by the end of the year.

October/November – I am on track with this objective. The Ideas for change workshop was successful and it is something I would like to do again next semester. It is looking like I will have more than 3 student led campaigns by the end of the year. Some students that have come forward with ideas have already expressed an interest in running for a full-time officer position so hopefully this objective is really making a difference and inspiring more people to stand in elections!

November – I've had another student come forward this month as she heard me on the student radio talking about campaigns and so dropped me an email so we could discuss her idea. I felt very happy that she came forward after hearing me on the radio, I think it shows that I am actively trying to mention it wherever I can and it does interest people.

December – on track. Met with student (See Nov) along with BAME officer. Student interested in blood born diseases, and raising awareness of blood donation in the BAME community. Opportunity to do a specific blood drive on campus, or to piggy back on one planned already on campus. Student don't some research about current campaigns (I.e. national) Looking at best time to hold this.

January – Blood drive “can’t” happen on campus. Plan to promote a nearby promo. Osaro to check with Sam who said it can’t take place on campus. Course rep wants to do a English festival for a week near end of Feb – Life & Literature. Your ideas week coming up - goal to generate more interest in student campaigns. Blog written to advertise the week – 5th Feb. Check Varsity – is standing against homophobia in sport going to run at same time – rainbow laces. Planning to link in with Georgina via Jennie for LGBT.

February – Blood drive meeting with Jennie & Sam w/c 12/02. We have contacts in NHS that can possibly help with the drive if we tie it in to organ donation. Your ideas week was a success; it was a great way to talk to students face to face about student-led campaigns. For varsity we are able to do the standing against homophobia and transphobia in sport however Jennie did some research for rainbow laces and its something we can’t afford to do this year.

April - new one working on is PHD students who have approached HUU re being able to have insight into what else they can do other than go into academy, similar to what Isabel ran, run jointly with York (as med students) Plan to run an event for them in May with Sam.

Blood drive has been difficult – hard to bring the drive onto campus so far. Looking to promote signing up to students.

Reflection on completion

Overall

- What has gone well?
- What hasn’t gone well? Why?
- What would you have done differently?
- What did you learn (about the topic / your approach / yourself / others?)

Representative Objective

Your objective is a clear statement which encapsulates what you want to achieve. Think about making your objectives as SMART as possible. Specific, Measureable, Achievable, Relevant, Timescaled.

To improve the employability prospects of students from minority groups/those looking at restrictive career areas, giving them an equal fighting chance at employment by:

- having an equality job fair* with inspirational speakers from relevant areas that connect with these groups
- to give all final year students an employability guide tailored to their course.

Question to think about - how will you "empower" students?

**working with the Universities career fairs to widen their participation with the above groups. Could be an event that sits alongside the current University fairs, that is solely targeted towards these groups. Could Ben in Alumni help with this i.e. speakers/Alumni as mentors?*

How will I know I have achieved success? What KPI will I need to measure? This might be a policy change, a number of people attending an event, a change in attitudes or awareness.

Feedback from students (survey?) and looking at employability rates. OR are there measures which Careers and E&D have which could be used?

Short feedback after the events (e.g. dropping counters in labelled columns), the positive response to the question relating to employment in the RYU survey will improve and the overall employability rate will improve.

How will this benefit student? Roughly how many students will this benefit?

Who will benefit from this activity and how? You might want to think about the news story or Impact Report www.huu-impact.com update you will write when you have achieved your objective (or as you progress towards it). Which students will be quoted in the piece? Why will students care about what you have done?

Does your activity benefit particular types of students (international / postgraduate / living in halls). Thinking this through may help you make your objective more achievable and help target resources.

It will benefit students that identify as these minority groups (BME, disabled, LGBT+ and women) and those that are looking at careers in restricted

areas (e.g. women in STEM). I will update with rough numbers once I get data from Patrick John.

Action Plan

What actions do I need to take?	By when?	Who can help me?	Update
<p>Investigate what groups fall into "restrictive career areas" Ideas to date are women in stem subjects, LGBT, BME, Disabled students. Investigate what the University already does; how can it be enhanced to connect with these groups? Understand what employability guides exist at present? Can it be made more accessible e.g. on line? What part could Hull Awards play in this objective? What is the current participation of students in these (and also of these target groups) What KPIs do you use, that could be relevant to this objective?</p>	<p>End August</p>	<p>Norman Day</p>	<p>Had a meeting with Norman on 10/08. We discussed having a big event and smaller events in the year. I will have a Team Meeting with him again in the beginning of September when he is back on holiday and he will introduce me to Julia (who is in charge of resources on SharePoint and canvas) and John (who will help with deciding what events we have and how many). We will set a date for the big event for early next year. He said they can provide funding for the events too The big event will have inspirational speakers as well as different companies attending. The smaller events may involve workshops and presentations run by the Careers team and external organisations. I will work alongside Norman and the Alumni Office to make sure the "Inspired in Hull" speakers are more diverse (they come from the minority groups I've mentioned previously) so it's more inclusive of all the students we have.</p> <p><i>Action - Osaro to link in with chairs/students</i></p>

	<p>October – February/March</p> <p>Ongoing</p>	<p>Ben Butler</p>	<p><i>to get their input into the event – what would they like to see.</i></p> <p>PDFs for employment guides can be made available online. Once I met Julia we can make it happen in the 1st semester. Looking to put on canvas – meeting scheduled to review.</p> <p>When I met with Ben Butler he said Alumni from the groups I want to target (e.g. BME, LGBT, Disabled, Women) will be happy to come and speak at events.</p> <p>I’m now working with Matthew Beecroft & Amy Blenkiron from the careers team for this objective. We are planning to have the job fair event in February/March. We are currently researching employers and organisations we might want to reach out to. Matt & Amy have been tasked to handle inviting the employers and organisations. They also have been tasked to talk to Ben Butler regarding getting alumni to be speakers at this event. I’m also working with Amy & Matt on the employability guide. Our last meeting was on 04/10 and we will keep in regular contact and have another meeting in 4 weeks time. I’m also working with them to</p>
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			<p>promote the events they do to get a wider reach of students.</p> <p>We have a date set for the event – 21st of February</p> <p>I have Johnny Mac provisionally booked for the event.</p>
<p>Investigate what data University E&D have already, and what their plans are for 17/18. Are there any synergies that OO can help?</p> <p>What KPIs do you use, that could be relevant to this objective?</p>	<p>Mid August</p> <p>October</p>	<p>Patrick John</p>	<p>EDI aren't focusing on employability. I will be working with them on the Race Charter, BME attainment gap and Disability Confident.</p> <p>EDI want the union to help celebrate and push important dates and events more like Black History Month and LGBT+ which is something I put down in my original manifesto so will be happy to work on that.</p> <p>We have a wide range of events planned throughout the whole month of October for Black History Month. We have been working in partnership with different societies.</p> <p>I have picked 4 inspirational BAME figures to celebrate each week – I've wrote a bit about each one. The 4 figures will be displayed on posters around the union, online and on special Black History Month</p>

			<p>badges we have made.</p> <p>For Black History Month, Jennie & I got students and staff to make a 'I Stand Against Racial Discrimination' pledge – colourful fingerprints are placed on the board as a sign of support for pledge.</p> <p>I did a BBC podcast on Black History Month which should be published by mid October.</p>
Investigate other methods of employment e.g. setting up your own business	End of September – End of Semester 2	Paula Gouldthorpe	<p>I met with Paula Gouldthorpe on 14/08 to discuss Enterprise, here are the outcomes:</p> <ul style="list-style-type: none"> - Engage and bring together students of different cultures and countries via existing societies - Help draw out and identify those who have a passion for entrepreneurship or being their own boss someday - Sharing of experience and knowledge on different cultural approaches to business (and networking) - Opportunity for students to meet new contacts and develop friendships and potential business ideas - Potential to continue on as a peer group for continued cross cultural shared learning on enterprise <p>I last spoke to Paula on 03/10, I'm now actively going to contact societies now</p>

		<p>that all the returning students are back and Welcomefest is over.</p> <p><i>Action: Osaro to suggest meeting with Paula/Jackie to discuss enterprise in context of student central capex development.</i></p> <p>I've not had any interest from societies on this topic.</p>
<p>How will you working with students on this?</p>		
<p>What roles will students plan and how will you engage / keep them engaged?</p> <p>I plan to keep them engage by talking to 2nd and 3rd regarding what things are they worried about when it comes to employment and what a good employability guide should have.</p> <p>I will take to the part time officers that represent the minority groups and the people that identify as those groups to ask them about their concerns about employment to help make the events relevant.</p>		
<p>Monthly reflection</p> <p>This month:</p> <ul style="list-style-type: none"> • What has gone well? • What would you have done differently? • What did you learn (about the topic / your approach / yourself / others?) • Revisit actions above – what else do you need to do? 		
<p>July/August – fact finding with relevant University departments</p> <p>September/October – things are going really well. Careers are very supportive and helpful in making this happen. I've had regular meetings with Careers and it looks like my big event will actually happen next semester. In terms of celebrating diversity, HUU have made a massive impact for Black History Month and I've had very positive feedback from students. In terms of the enterprise side of my object, I need to be more proactive and have more concrete steps established.</p> <p>October/November – For the diverse job event things are on track, I have a date set for the event now. For the enterprise side of the objective I have not had much interest so far.</p>		

November – the careers event is on track, I have a venue booked. I've not had any interest from societies on enterprise unfortunately.

December – 21st Feb (Diversity and Inclusion in the Work Place) Have had meeting with careers as well as some of the liberation officers/BAME committee etc. so they can feed their view in. Their feedback confirmed Osaro on right track. Osaro communicating with Alumni to get inspirational speakers – Nigerian alumni, professor of diversity at Bradford Uni. Event has been briefed into Marketing, Johnny Mac booked, organised jointly with Careers/Osaro. Univ inviting companies/speakers. BAME & LGBT chairs have said they will help promote the event. Osaro to speak to Sam to see if she has any thoughts (post her organising a great Black history month)

January - all on track. Alumni & careers supporting. Had meeting with HUU marketing about the event. Success looks like – no people attending? Speak to marketing re how to track? Hope to have 30-50 people attend.

February – We are just promoting the event now that everything is sorted.

March – The event was a success. We had approximately 45 people. More detail to follow.

April – learning from last event, would be to have a more active welfare zone, to increase numbers. With more active support, target figure would be to grow to 60! Enjoyed working with careers –easy to work with. Health, Nutrition and Well-being event also worked well in Canham Turner, working with Alumni (107 people signed up on line) Plan is to work these two departments to have more events like this.

Reflection on completion

Overall

- What has gone well?
 - What hasn't gone well? Why?
- What would you have done differently?
- What did you learn (about the topic / your approach / yourself / others?)

Trustee Objective

Your objective is a clear statement which encapsulates what you want to achieve. Think about making your objectives as SMART as possible. Specific, Measureable, Achievable, Relevant, Timescaled.

Make student officers and student trustees feel confident to communicate at the board and challenge anyone including SMT for this current board of trustees and all the future ones to come.

How will I know I have achieved success? What KPI will I need to measure?

This might be a policy change, a number of people attending an event, a change in attitudes or awareness.

I will know I have achieved success if everyone contributes at the board and if board members challenge SMT when they present their reports and if I get positive feedback on how well everyone was able to contribute & challenge at the board.

How will this benefit student? Roughly how many students will this benefit?

Who will benefit from this activity and how? You might want to think about the news story or Impact Report www.huu-impact.com update you will write when you have achieved your objective (or as you progress towards it). Which students will be quoted in the piece? Why will students care about what you have done?

Does your activity benefit particular types of students (international / postgraduate / living in halls). Thinking this through may help you make your objective more achievable and help target resources.

I will benefit all students studying at the university as it will make sure that their Union is an outstanding board that represents them well. It will also develop the student trustees well and give them skills that they can use throughout their life.

Action Plan

What actions do I need to take?	By when?	Who can help me?	Update
Speak to Stuart re this - I will have a monthly meeting with the Chair.	18/08		We spoke about helping the student trustees and student officers remain in better contact with the external trustees

			<p>outside board meetings so that they feel more confident and comfortable at the board.</p> <p>I also spoke about making sure that the student officers remain in contact with their student trustee buddy.</p> <p>I've created a whatsapp group for trustees so we can stay in contact better.</p>
Review with Emily how to attract student trustees in 2018	End of Semester 1	Emily	I've had a meeting with Emily and we have reviewed the information that comes alongside the applications and have made suggestions on how to make it more interesting to students.
Review the new governance code of practice at AGDC to see what areas can be prioritised to support this objective.	Ongoing	Emily	
<p>How will you working with students on this? What roles will students plan and how will you engage / keep them engaged?</p>			

The students involved in this objective are the student trustees and I'll keep them engaged by making sure we have catch up meetings with them often.

Monthly reflection

This month:

- What has gone well?
- What would you have done differently?
- What did you learn (about the topic / your approach / yourself / others?)
- Revisit actions above – what else do you need to do?

September/October – I think things are going well. In terms of my weekly catch ups with the Chair I need to have them planned more in advanced. I can enlist the help of Alex (Administration Co-ordinator) to help with getting that in my diary.

I've had positive feedback regarding creating the whatsapp group from Trustees.

I need to organise a meeting with Emily to look at how to attract student trustees in 2018 & review the governance code of practice.

October/November – Student trustees have had meetings with mentors before the board and they have found it very useful. If a student trustee has not contributed at the board I have followed it up and asked how we can be more supportive in helping them speak up. Externals, student trustees and officers have been in contact via email or text to help build strong communication between us all.

November – The review of student trustee recruitment went well with Emily. I feel that it really helped that I reviewed it because I could use my own experience of when I was a student trustee to help shape it.

December - Date to read through papers with student trustees to be organised (Board papers going out 7 Dec) Osaro will contact student trustees to highlight importance of replying/responding when requested to group emails to board - a present, only feedback is generally external trustees & Osaro/Jennie. Osaro to message student trustees on the Whats App group to remind them. Osaro to look at organising a monthly catch up with student trustees (Via Emily)

January – sent out email in December asking student trustees to contribute/respond to emails. Also posted in the Whatapps group re this. Everyone replied apart from one student trustee. I feel this was a good thing to do as this didn't happen when I was a trustee. Need to follow up with Emily re monthly meetings with student trustees/check when good days to catch up with papers. Student Trustee recruitment – shared notice of elections on social media. On lookout for people appropriate for the role to give them a nudge. Talk to Maddie and/or Kathryn re possible contacts for role. Need to chase up outstanding student trustees to give a testimonial about the role.

February – Waiting for student trustees to let me know when they are free to meet before board & committee meetings. Before the student trustee deadline, I mentioned applying for the role at any available opportunity including AU council, where I got some interest from 2 students.

March – I arranged for the student trustees to catch up with student officer pre-board to go through papers, the session went well. Only one student is running to be a student trustee – many that expressed an interested did not follow through unfortunately. It would be good to understand why.

April - Opportunity to connect new trustee in with Maddie to buddy with him as part of his development – Osaro to suggest that to Maddie and arrange for Connor to meet with her.

Reflection on completion

Overall

- What has gone well?
- What hasn't gone well? Why?
- What would you have done differently?
- What did you learn (about the topic / your approach / yourself / others?)

Other projects

During the session issues will arise which you will want to work on, these might come from student campaigns, Union Council, sector or University policy or survey data.

Issues	Source	What am I going to do? / The part I played.	Who can help me?	When will I do this by?
	<ul style="list-style-type: none"> • NSS • Union Council 	<ul style="list-style-type: none"> • Support Part-Time Officers in organising an event • Contribute to a University Working Group 		
There is a lack of promotion and visibility of important events online and on campus for minority groups	Feedback from EDI Director Patrick John and Societies	<p>Contact these groups and tell them to send us info whenever they are doing these events and we will make sure we shout out about it online and on campus.</p> <p>Osaro to speak to Rachel/Liz re how to effectively communicate to these groups.</p> <p>We have a wide range of events planned throughout the whole month of October for Black History Month. We have been working</p>	<p>Society Presidents</p> <p>Part Time Officers</p> <p>Officer Team</p> <p>Marketing</p>	Mid October – End of semester 2

		<p>in partnership with different societies. I have picked 4 inspirational BAME figures to celebrate each week – I’ve wrote a bit about each one. The 4 figures will be displayed on posters around the union, online and on special Black History Month badges we have made. For Black History Month, Jennie & I got students and staff to make a ‘I Stand Against Racial Discrimination’ pledge – colourful fingerprints are placed on the board as a sign of support for pledge. I did a BBC podcast on Black History Month which should be published by mid October.</p> <p>Throughout the year I’ve been helping minority groups (e.g. women, other nationalities etc) to celebrate important events in their calendar e.g. I am working with Alumni on an employability event for women in leadership to celebrate 100 years of womens suffrage.</p>		
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Monthly reflection

- This month:
- What has gone well?
 - What would you have done differently?
 - What did you learn (about the topic / your approach / yourself / others?)
 - Revisit actions above – what else do you need to do?

Reflection on completion

- Overall
- What has gone well?
 - What hasn’t gone well? Why?
 - What would you have done differently?
 - What did you learn (about the topic / your approach / yourself / others?)

Welfare and Community Officer: Objectives and Development Template

Policy Objective - Ongoing			
To Improve the representation of the Welfare Zone within the union and the university and also improve the unity of the zone			
How will I know I have achieved success? What KPI will I need to measure?			
Full and active zone with fortnightly meetings for regular updates from all committees – open meetings to encourage more students to get involved and raise any issues as well as hold chairs and myself to account. Assess through group reviews to show evidence of improvement throughout the year (quick surveys)			
Review the Zero-Tolerance Policy in line with ENTS, HR and Marketing etc – how do we compare to other SU's? – Drug use, initiations etc This year the purpose of this is to achieve a bench mark in order to assess the long term impact of the Zero-Tolerance Policy			
Facilitate the zone to interact with students outside the union which will generate exposure			
How will this benefit students? Roughly how many students will this benefit?			
It will improve the representation of minority groups and encourage officers to collaborate with each other within the zone on campaigns for change			
Action Plan			
What actions do I need to take?	By when?	Who can help me?	Update
Establish a time for the meetings at a fixed time each week	9 th Oct 2017	PTO	Waiting until after the by-elections to confirm a time This has been confirmed for 6:30 every other Monday
Fill the zone in the by-elections	9 th Oct 2017	Officer Team SVOT Team	All unfilled positions have had nominations at the by-election Now have a full zone

Get the reviewed Zero Tolerance Policy approved by Union Council	Jan 2018	Tania Liz Students	Collated all the information in regards to the zero-tolerance policies we have within HUU need to review before student focus groups Review of current policy with Tania – 10/10/17 Discussion at Union Council on 4 th December Went for discussion on the 19 th Feb which fed into a draft policy which went to UC on the 19 th March. – Final proposal on the 23 rd April
Get the Zone into faculty HUBS throughout the year		Officer Team HUBS	Had a good reception from FBLP and FHS just need to set up a timeline for this with zone at first zone meeting Due to the lack of interaction with the HUBS this is probably not the
How will you working with students on this?			

Working within the zone to encourage participation and zone exposure

Encourage Students to run their own change campaigns on campus and online

Get students involved in every level of campaigns throughout the year

Monthly reflection

This month: Verbal

- What has gone well?
- What would you have done differently?
- What did you learn (about the topic / your approach / yourself / others?)
- Revisit actions above – what else do you need to do?

Activist Objective - Completed

Show students how to make change by getting them to run campaigns and projects throughout the year

How will I know I have achieved success? What KPI will I need to measure?

2 Organically thought through student led campaigns (on campus or online) in the community

Linked to the campaigns above – providing students with a campaign template so they have tools and confidence to plan and activate their own campaigns

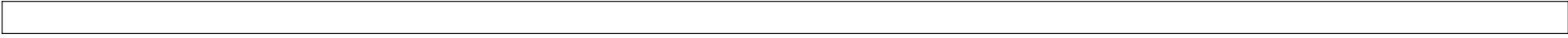
How will this benefit student? Roughly how many students will this benefit?

Part time officers and students that want to make change within the union and university which will improve representation on wider issues benefiting all students

Action Plan

What actions do I need to take?	By when?	Who can help me?	Update
Facilitate campaigns workshop with Osaro	25 th Oct	Tania and Osaro	Workshop has been booked and pizza ordered to encourage students to come along Completed
Encourage students to campaign about the stuff they are passionate about throughout the year through telling them about the campaigns budget and showing that they are supported by HUU	Ongoing	Student officer team Staff	Currently have two students groups interested in running a campaign one about mature student timetables (working with EO on this) and another about Breast Cancer Awareness

			Ongoing – but student campaigns are increasing
Review the campaigns booklet and look at putting in an example/template of how to run a campaign <ul style="list-style-type: none"> - Personal experience of running a campaign do's donts etc 	October 15th	Chelsea Sam Page Marketing	Decided that we would use HUUSaysNo as a campaign example as an additional tool in the workshops, and available for students online as well. Completed
How will you working with students on this?			
What roles will students plan and how will you engage / keep them engaged?			
Student issues are the core of this policy and therefore they will run the campaigns etc ☺			
Monthly reflection			
This month: Verbal <ul style="list-style-type: none"> • What has gone well? • What would you have done differently? • What did you learn (about the topic / your approach / yourself / others?) • Revisit actions above – what else do you need to do? 			
Reflection on completion			
Overall <ul style="list-style-type: none"> • What has gone well? • What hasn't gone well? Why? • What would you have done differently? • What did you learn (about the topic / your approach / yourself / others?) 			



Representative Objective - Ongoing

Improve the representation of the FHS students and shout about the welfare and community zone outside of the union building

How will I know I have achieved success? What KPI will I need to measure?

Welfare Wednesdays 6x throughout the year to encourage participation and awareness of what the zone does within the union – who engages? How many do so? Pictures promo response rates etc

Welfare and opportunities fayre – number of stall that want to sign up, number of people through the door, written feedback, welcomefest survey

Into HUBS weekly and regular engagement with the SEOs in FHS

Have 1 faculty rep and 2 of each school reps in FHS – as many Course reps as possible!

How will this benefit student? Roughly how many students will this benefit?

This will improve representation of the FHS and also of all students through the welfare zone

It will show students what we do as a zone and as a union and allow them to get involved if they want

It will encourage representation of academic issues (inspired by NSS and RYU survey data)

Will alter students to issues in and around campus and encourage them to think about community as well

Action Plan

What actions do I need to take?	By when?	Who can help me?	Update
Plan and timeline campaigns	Sept 15 th	HullStars Marketing	Community campaigns have been planned for the year as have the Anti-hate

			campaign and the lighting campaign Completed
Welfare fayre and Wednesdays	Semester 1 - 1 st August Semester 2 – December 22 nd	Angie	W&O Fair was a huge success with over 1000 students engaged and positive feedback from those involved Welfare Wednesdays for Semester 1 are planned and ready to go on the day Complete
How will you working with students on this?			
Similar to previous objectives – the idea is to get students engaged in every single level through research and leadership roles etc			
Students are key to representation so this objective is about them specifically			
Working with FHS student representation at all levels			
Monthly reflection			
This month: Verbal			
<ul style="list-style-type: none"> • What has gone well? • What would you have done differently? • What did you learn (about the topic / your approach / yourself / others?) • Revisit actions above – what else do you need to do? 			
Reflection on completion			
Overall			
<ul style="list-style-type: none"> • What has gone well? • What hasn't gone well? Why? 			

- What would you have done differently?
- What did you learn (about the topic / your approach / yourself / others?)

Trustee Objective - Complete

To develop a greater understanding of governance mechanisms and process in action through AGDC and Trustee Board in order to progress and challenge my own thinking about this in regards to my dissertation.

How will I know I have achieved success? What KPI will I need to measure?

I will have a clear understanding of processes and accountability mechanisms in line with MSc Research Project

Attend ADGA as part of my role

Be prepared for board and willing to contribute

How will this benefit student? Roughly how many students will this benefit?

It will allow for a greater understanding of governance so will encourage the organisation to consider accountability mechanisms (linked to Research Project)

Will also help the students understand the processes and help improve the transparency of the organisation

Action Plan

What actions do I need to take?	By when?	Who can help me?	Update
Attend AGDC	December 2017		Complete
Attend at least one FARC	December 2017		Looking into possible dates for after Dissertation deadline on the 25 th Jan
Contribute to papers presented to AGDC in regards to conflict of interest and stakeholder management	June 2018	Emily Normington and SMT	Papers to be presented at the AGDC in June

How will you working with students on this?

Want to work with student trustees closely on this 'project'

Monthly reflection

This month:

- What has gone well?
- What would you have done differently?
- What did you learn (about the topic / your approach / yourself / others?)
- Revisit actions above – what else do you need to do?

Reflection on completion

Overall

- What has gone well?
- What hasn't gone well? Why?
- What would you have done differently?
- What did you learn (about the topic / your approach / yourself / others?)

Other projects

During the session issues will arise which you will want to work on, these might come from student campaigns, Union Council, sector or University policy or survey data.

Issues	Source	What am I going to do? / The part I played.	Who can help me?	When will I do this by?
DBARN	<ul style="list-style-type: none"> NSS Union Council 	<ul style="list-style-type: none"> Support Part-Time Officers in organising an event Contribute to a University Working Group 		
	HullSTARS	Build and grow the campaign so it is a continuous message Incorporate No Rush campaign into DBARN As part of this we've launched a student-resident intro card to encourage people to introduce themselves to encourage greater communication and approachability Regular waste management leaflet drops	HullSTARS HullICC Jeni Day?	Continuous year long campaign
Lighting Campaign	Student feedback	Improve lighting on campus and lobby HullICC to improve lighting in the general area Board ready to go just waiting to get it started	Jeni Day Students (lead?) HullSTARS	Ready to run as of the 23rd Oct Idea to get a report to the university about lighting by 6th Nov Ongoing
Mental Health Research and Campaign	Student feedback on elections	Run a campaign alongside SWLWS to promote the use of mental health facilities in uni and also in the wider community through regular campaign days First 'event' is for World Mental Health Day – 10/10/17 to encourage greater use of the services already provided	Officer team SWLWS	Starting with WMHD 10th Oct already planned Currently in conversation

				with SWLWS about this and will update further verbally
Anti-Hate Campaign	Prayer Room Meeting	Find and highlight areas where hate crime/ harassment/discrimination takes place in the Newland/Bev Road/university area so we can provide detailed (anonymous) information to the police and so we can help to provide support and education Launched on 16th to promote anti-hate week – going to use it to provide evidence for hate crime reporting centre OO is working on	Students SWLWS SMT Officer team	October to tie in with BHM Completed
Consent campaign	Westminster Briefing	Show students where they can get help and support, Start to tackle 'LAD CULTURE' at Hull University Challenge the university on their misconduct policy and Zero Tolerance Policy Create a visual campaign video featuring staff and students (including the VC)	Union SWLWS ULT Officer Team Students	Ongoing – Launching Ask for Angela as part of this campaign and integrating it into welfare training
Accommodation report	HullSTARS & Advice Centre	Produce a written report for university accommodation with recommendations on how we can work together in the future and continue to improve the student experience around accommodation and landlord issues	HullSTARS Advice Centre	Ongoing – with the intention of it being handed over to the next WCO for continuity
Monthly reflection				
This month: <ul style="list-style-type: none"> • What has gone well? 				

- What would you have done differently?
- What did you learn (about the topic / your approach / yourself / others?)
- Revisit actions above – what else do you need to do?

Reflection on completion

Overall

- What has gone well?
- What hasn't gone well? Why?
- What would you have done differently?
- What did you learn (about the topic / your approach / yourself / others?)

Governance Zone Report

1. Maisie Loggie, Chair of Sports Zone

- Working on AU Trophy Presentation
- Team Photos next place this month
- Restructure of AU Exec

2. Osaro Otobo, President

- CEO recruitment
- Starting a Governance Review
- Continuing to push student-led campaigns
- Continuing to support Sports and Activities Zones

3. Tom McNamara, Chair of Activities Zone/ Deputy Chair of Union Council

No report submitted

4. Chair of Welfare Zone (Vacant)

No report submitted

5. Chair of Education Zone (vacant)

No report submitted

6. Kym Cardona, Councillor for Scrutiny

No report submitted

Welfare and Community Zone Report

LGBT

1. We have held events in conjunction with other welfare groups in the last month. Hopefully, this will set the foundations for more joint-events or projects within the welfare zone even into next year. Already we have a First Aid session with LINKS scheduled for this Friday. The two joint-events were as follows:
 - a. Joint-social in the BoardRoom café with LINKS.
 - b. Film screening of Moonlight with BAME.
2. Over the last month my committee and I have worked on reviving LGBT+ after the sudden resignation of both Co-officers. We now have a full set of Friday meetings scheduled in the next four weeks until exam season, two socials including a joint-social with Fencing Society, a Eurovision party on the 12th May and Big Queer Week planned for the week after exam season.
3. Otherwise it has been business as usual with office hours and up keeping social media. Although it is now too late in the year to run any effective campaign, an aim I have after the exam season is to bring the Clothing Swap, a little-known service that HUU LGBT+ have been running for years, online so stock is regularly listed and people know what is in it without coming to the office.

Trans

1. Continued to run trans group and office hours weekly. Trans group still popular and running smoothly.
2. Continued to contribute to LGBT+ committee.
3. Still eager to see progress on diversity training, adoption of unisex toilets across campus, and increased support for trans-specific needs in university accommodation.

LINKS

1. Began planning of EOYB,
2. Meet with Sam to discuss LINKS running campaign next year running a first aid session for LGBT Reviewing standing orders. These were meant to be done by today but due to dissertation work this will be done for the next union council meeting next year.

BAME

1. Preparing for the last segment of B.A.M.E talks.
2. Hosted a Snug Cinema for Moonlight with LGBTQ +

Disabled Student Officer

1. Continuing with the invisibilities campaign
2. Running an AGM for next year's committee
3. Ran a successful Autism external speaker event.

Breastfeeding Policy

Statement:

Hull University Union (HUU) supports all breastfeeding and expressing individuals and believes that all space should be safe for them. HUU also wants to provide a private space for those that would like to breastfeed and express privately.

Purpose:

The purpose of this policy is to ensure that adequate space is provided within HUU's facilities for those individuals that are breastfeeding or expressing to do so in comfort and safety. As a result of this policy a private space will be created for this purpose.

Implementation:

The policy will be implemented in the following ways:

- While the building is undergoing redevelopments a space will be highlighted for activities of breastfeeding and expressing.
- Within the building redevelopment a space will be created for this purpose.
- HUU will work towards becoming a breastfeeding friendly accredited organisation by fulfilling all necessary criteria for the benefit of both staff and students.
- HUU will continue to press the university to provide greater breastfeeding provision on campus.

Monitor and Review:

This policy will be reviewed every two years by the Welfare and Community Officer to ensure that facilities are provided to a high standard for HUU's members and staff.

Zero Tolerance Policy

Statement:

Hull University Union (HUU) has a zero tolerance stance to discrimination, bullying and harassment. We are committed to providing equality of opportunity and believe that every individual deserves to be treated with respect and dignity during their time at the University of Hull in line with the organisation's values.

For the purposes of this policy Discrimination and Harassment are understood as that stated in the [2010 Equalities Act](#). As bullying is not defined in the 2010 Equalities Act it will be therefore be understood as that outlined on the gov.uk website.

It is important to recognise that it is the perception of the recipient which may define discrimination, bullying and harassment and as a result of this there could be harassment even when there was no intention to discriminate, bully or harass.

Purpose:

The purpose of this policy is to ensure that all students and staff are able to enjoy HUU and all HUU activities and events without fear of discrimination, bullying and harassment. Discrimination, bullying and harassment are not acceptable on any level to any individual or group of people as a result of, but not limited to:

1. Age
2. Disability
3. Gender identity
4. Gender expression and presentation
5. Relationships
6. Pregnancy and maternity
7. Race
8. Religion or Belief
9. Sex
10. Sexual Orientation

Implementation:

This policy will be implemented in the following ways:

- Clear disciplinary processes from start to finish as follows:
 1. Student to complete a [Complaints Form](#) and return as indicated on the form
 2. This will then be picked up by an appropriate member of HUU staff who will then follow the most appropriate procedure, which may include both HUU and University procedures where necessary.
 3. This will then be followed by actions deemed appropriate by the nature of the complaint. Possible outcomes may include but are not limited to:
 - Informal resolutions where appropriate

- Formal apology
- Suspension from all HUU activities
- Suggested University Misconduct procedure
- Potential consequences and outcomes – discussion with staff members
- This policy will be circulated to societies, sports teams, standing committees and wider members of HUU through website and at presidents training for Sports teams, Societies and Standing Committees where presidents and chairs of the standing committees will be required to sign the policy.
- Continue to ensure all staff undergo adequate and regular training in regards to this policy and its implementation.

Monitor and Review:

This policy will be reviewed every three years by the Welfare and Community Officer and brought for discussion at Union Council annually

M1718-7

Title of motion:

A motion to improve democracy within the union.

HUU Notes:

At the union council meeting on the 17th of February 2018, a motion to oppose strike action was discussed at length. The motion was subsequently not passed. Despite this outcome, the officer team went on to oppose the strikes anyway. They were able to do this as the rejection of the motion left the union council with no clear position i.e. the union council was not committed to oppose the strike nor was it committed to any other position.

This instance has shown that only a clearly defined and affirmatory act of the council is considered binding. Therefore, In order for the union council to have any meaningful impact on the stance of the union on different issues, it must be given a choice. This motion proposes that for every motion that sets an official stance on any issue, a countermotion must be simultaneously proposed.

HUU Believes:

The union council is the main democratic and governing body of HUU. It has a responsibility to enact positive change, advocate the interests of the students it represents, and hold the officer team accountable.

It is unacceptable that the officer team can take an action that is not supported by the union council. This undermines the capacity of the council to hold the officer team to account, it undermines the democratic processes of the council and in turn it weakens the trust of the student body in the union.

This loophole in the council's democratic process can easily be closed. By ensuring that there is always a countermotion when the union council is deciding on the stance of the union on any given issue, the union is always given a meaningful choice.

HUU Resolves:

The motion I offer to the council is as follows;

- 1. Whenever a motion is proposed that requires the union to take a stance on a given issue, a countermotion must also be fielded.*
- 2. Both the motion and the countermotion must have a first clause that is affirmatory only.^[1]*
- 3. The union officer team and the union as a whole will be obliged to take the position set out in the successful motion. If neither motion is passed by the council, the officer team and the union as a whole will be obliged to take a neutral position.*
- 4. The position of the officer team and the union may only be changed in the instance of a further act of the council.*
- 5. Prior to the motions being proposed, or if no such motions are proposed, the officer team may take any position.^[2]*
- 6. The above clauses are rendered void in specific cases where existing union policy obligates the officer team and/or the union as a whole to take a specific position on an issue.^[3]*

Notes

[1] i.e. The first clause of the motion must set out what the official stance of HUU would be were the motion to pass. The first clause of the countermotion must set out the opposite stance. Any action taken in support of the adopted stance must be detailed in latter clauses or as part of a subsequent motion. This prevents motions failing based on actions relating to the motion rather than the premise of the motion. It also allows for ease of amendment.

[2] This allows the union to rapidly respond to events, without needing to call an emergency council meeting or wait for the next scheduled meeting. It also allows the officer to take a position on issues that are not brought up at council meetings.

[3] This clause is included to allow for the possibility that the union may one day be required to take a given stance due to obligations or affiliations to other organisations (e.g. some SUs are constitutionally bound to support the industrial action of staff).

Proposer: *P.Benedict.A.Flexen 201602019*

Seconders: *Jordan Schofield, Charlotte Binns, Hannah Turner, Dagmara Podsiadlo, Timotej Weldon Walshe, Andrew Henderson.*

M1718-8

Title of motion:

Motion to amend the AU Club Constitution in regards to the submission of yearly budgets

HUU Notes:

- Clubs are largely left to their own devices in terms of their finances with HUU only becoming involved when a club's account goes into debt.
- Too many clubs begin and end a year in debt.
- Some clubs have finance issues which seem to go back several years

HUU Believes:

- That HUU, the AU and the clubs should take a more proactive stance in regards to club finances.
- That the emphasis should be on clubs to identify where they need help and support with their finances.
- That encouraging clubs to think about their finances on a longer term basis, firstly in terms of managing their finances across the year and secondly in looking at multi-year solutions to finance related club issues.

HUU Resolves:

- That every AU club be required to submit a budget for the year ahead at the start of the year as a condition of their continued ratification.
- That whilst these budgets will be assumptive in nature, they should be as accurate and honest as possible so that any issues are highlighted early in the year whilst there is time to take action.
- That clubs should be encouraged to use the historical financial records available to them in preparing their budget, as well as the expertise of HUU staff.

Proposer: Nicholas Wright (AU Presidents Rep and Sports Officer Elect)

Seconded: Maisie Loggie (AU Members Rep)



Date Received:

HUU ATHLETIC UNION CLUB CONSTITUTION FORM 2017-18

Please fill out this form using block capitals. Any form that is illegible will not be processed.

1.0 Club Name

1.1 The official name of the Club is:

"The Hull University Union [redacted] Club"

1.2 The shortened name of the Club is:

"The [redacted] Club"

1.3 Hereinafter referred to as **the Club**.

2.0 Club Aim & Objectives

2.1 The aim of the Club is:

[redacted]

2.2 The objectives of the Club are:

(a) [redacted]

(b) [redacted]

(c) [redacted]

3.0 Membership

3.1 Full membership is open to any University of Hull student

3.2 Associate membership is open to:

- all staff of Hull University Union;
- all staff of the University of Hull;
- Anyone who holds Associate Membership with Hull University Union (as defined in the Bye Laws)
- Any Alumni members.

3.3 The Club's annual membership fee, payable in full, is £ [redacted], payable to Hull University Union and via the Hull University Union web site (www.hullstudent.com)

3.4 The Club's annual membership fee is payable in full no later than 4 weeks after the start of term, or if submitted during the year, no later than 2 weeks after the date the constitution is submitted

3.5 Club membership shall run from August – June of the following year.

3.6 All members must pay their annual insurance of £5, payable in full to Hull University Union and via the Hull University Union web site (www.hullstudent.com)

4.0 **Committee**

4.1 The committee shall consist of at least 5 full members, whose minimum requirements are:

a. **President. Responsible for:**

- attending AU Council;
- the Club overall; and
- Chairing meetings of the Club and its committee.
- Ensuring all income received by the Club is paid into the Club's account.
- Ensuring that Hull University Union is not brought into disrepute by the actions of the Club.
- Ensuring the Club does not incur a financial deficit
- Ensuring **all** Club events comply with health and safety laws, rules and regulations and that risk assessments are filed and approved in advance of all events and activities

b. **Secretary. Responsible for:**

- the general administration of the Club;
- minute taking;
- communication with all members of the Club; and
- collecting up to date membership records from the HUU.

c. **Treasurer. Responsible for:**

- keeping records of all financial transactions;
- keeping the Club financially viable; and
- Submitting an annual equipment inventory form and adding additional equipment purchased throughout the year.
- ensuring all income received by the Club is paid into the Club's account via HUU.
- Ensuring the Club does not incur a financial deficit

d. **Two other Executive positions. Responsible for:**

- Any other duties as deemed necessary by the Club for its running

4.2 The committee as a whole are responsible for:

- Promotion of the Club throughout the year to actively encourage membership;
- Ensuring health and safety is complied with and risk assessments completed for Club events;
- Preparing a written handover for their successors;
- Ensuring they attend all relevant training;
- Sending apologies in advance if the Club is not represented at AU Council;
- Ensuring that the activities of the Club reflect the aims and objectives of the Club and are for the benefit of all members.
- Complying with the *Data Protection Act 1998* and its eight principles;
- Upholding Hull University Union's Policies and Procedures. Including, but not limited to:
 - HUU Equal Opportunities Policy
 - HUU Harassment and Bullying Policy
 - HUU Zero Tolerance Policy
 - HUU No Platform Policy
 - HUU External Speakers Policy

- 4.3 The Committee must be elected by the Club at an Annual General Meeting (AGM), which must be held in week 6 or week 7 of Semester 2 of the academic year.
- 4.4 If any vacancies occur in the Club's committee during the academic year, they shall be democratically filled as soon as is convenient via an Extraordinary General Meeting (EGM).
- 4.5 Committee members may be removed from their position by a motion of no confidence by a two-thirds majority of Club members present at an EGM.

5.0 AGMs, EGMs and meetings

- 5.1 An EGM can be called by:
- The President of a Club
 - A Club's Committee
 - The voting membership of a Club upon written request.
- 5.2 The President or Secretary shall inform Hull University Union of the intention to hold an EGM.
- 5.3 The quorum for an AGM or EGM is 20% of the voting membership
- 5.4 The time, date, place and minutes of an AGM or EGM must be made available to all Club members and HUU.
- 5.5 Notice of an AGM or EGM must be given seven clear days (excludes Saturdays, Sundays, Public Holidays, and University Vacation periods) in advance and be made in writing to all voting members.
- 5.6 Voting shall be by secret ballot, and in the case of an election the vote is by simple majority. Where there are 3 or more candidates, then if the candidate with the most votes does not have 50% or more of the overall votes, then there will be another round. The candidate with the least number of votes is knocked out members will be asked to vote again. This will continue until the candidate has got 50% or more of the votes or there is only 2 candidates left.
- 5.7 Full and associate members of the Club are entitled to attend, speak, and place items on the agenda at all Club meetings.
- 5.8 Full members of the Club are also entitled to stand and vote in Club committee elections (both EGM and AGM), and vote on all questions of policy within the Club.

6.0 Finance

- 6.1 All Club finances shall be paid through HUU, without exception, within one clear day of receiving the funds.
- 6.2 Club accounts will be created upon ratification. No funds will be accessible prior to ratification.
- 6.3 **No Club shall hold its own bank account or any external funds.**
- 6.4 Club members may not receive financial payment or profit as a result of the Club's activities.

- 6.5 Clubs themselves are able to make a profit
- 6.6 Hull University Union has a legal obligation not to incur a financial deficit and the President and Treasurer have a personal responsibility
- 6.7 The club will be required to submit a budget to the Sports Officer for the year ahead, outlining expected income and expenditure.
- 6.8 The President/Chairperson and Secretary/Treasurer and other nominated authorised signatories shall ensure there is money available in the Club accounts before authorising payments. In the event of there being insufficient money in the account and it going overspent, the signatories may be held personally liable for the outstanding amount regardless of the figure.
- 6.9 All Club membership fees must be paid directly to Hull University Union by the member wishing to join the Club. No member of committee executive is authorised to take membership money on behalf of anyone else
- 6.10 All club fundraising for external charities must be approved by and be paid through RAG

7.0 Restriction & Dissolution

- 7.1 A Club will become restricted if they meet one of the criteria. A Club is dissolved if they meet one of the criteria for a period of 1 month:
- one or more committee members have not paid their membership fee 2 weeks after the start of Semester 1, or 2 weeks after the submission of the constitution
 - Have not submitted a budget within 2 weeks after the start of Semester 1, or 2 weeks after the submission of the constitution
 - HUU have received no correspondence from the Club committee in 1 month;
 - All relevant committee members have not attended their basic training;
 - the Club has not completed a general risk assessment;
 - the Club has not held an AGM in week 6 or 7 of semester two;
 - the Club fails to be represented at AU Council without apologies; or
 - the Club fails to gain 15 members 4 weeks after the start of Semester 1 or if the Club is started during the academic year, 4 weeks after the date of submission
 - the Club has not undertaken any Club activity with its members for more than 4 weeks
 - HUU receives a complaint from a member of the Club that is upheld by the Vice President Sport
 - Any of the Club's Executive is found to not be fulfilling their duties as outlined above
 - the Club does not pay funds into the Club's accounts within one clear day of receiving the funds
 - the Club incurs an unauthorised overspend (overdrawn) on either of its accounts
 - the Club spends money on restricted items, or on items and services that are not in line with its aims and objectives
 - the Club is found to have breached any of HUU's policies (see above 4.2 point 9)
 - Any other reason defined by the Vice President Sport
- 7.2 Following a Club becoming restricted the following procedure will come into effect:
- a) The Club Executive will be contacted by HUU to notify them of the restriction and to arrange a progress meeting. The club membership will also be contacted to inform them of the restriction and the reason for it.

- b) At the progress meeting an action and support plan will be developed with the aim of removing the restriction
- c) After 1 month the Club will either be reactivated (if it successfully completes its action and support plan), have an extension granted to the restriction (extenuating circumstances), or will be dissolved (in which case all members will be contacted notifying them of this)

7.3 In the case of dissolution the Club's accounts will be zeroed and all money and assets will be claimed by Hull University Union for other clubs.

7.4 If a Club is dissolved it cannot be restarted for a period of 3 months from the time of dissolution. If a club is dissolved twice within 6 months it cannot be restarted for a period of 6 months. What constitutes continuity between clubs is to be determined by the Vice President Sport.

7.5 The dissolution of a Club can be appealed in writing to UEC up to 1 clear week after the notification of dissolution.

8.0 Recognition & Ratification

8.1 A Club may apply for recognition by Hull University Union provided:

- a) It has submitted and filled out this Constitution in **full** and lodged it with HUU
- b) It has completed a General Risk Assessment
- c) Following the submission of this Constitution in full, it attains at least 15 full members through Hull University Union or www.hullstudent.com

8.2 Following the club seeking recognition as per above, it will be brought before the Zone to be ratified. For it to be considered for ratification the Constitution of the club must not conflict with the Constitution of Hull University Union, or bring its charitable aims into question.

9.0 Executive Committee Declaration

9.1 By signing below I acknowledge that I have understood all the information contained above and take responsibility for my specific role within the aforementioned club.

9.2 By signing below I acknowledge that it is my responsibility to make myself aware of all relevant Standing Orders relating to my position and abide by them

9.3 By signing below I acknowledge that my contact details will be made available to the membership of Hull University Union, and I thus give my consent to this effect

9.4 Signed by the Club:

	<u>Position</u>	<u>Name</u>	<u>Signature</u>
1)	President	: _____	_____
2)	Secretary	: _____	_____
3)	Treasurer	: _____	_____

4) [] : [] []

5) [] : [] []

6) **Date:** D [] M [] Y []

10.0 Presidents Declaration of Responsibility

I, _____ (full name), as President of _____ (club name) understand that I have duty of care towards all persons on an activity/trip/excursion organised for the above club.

I understand that I have a duty to ensure as far as reasonably possible that all activities are conducted with a due regard to safety and well-being of participants and members of the general public.

I agree to report any occurrence of an incident or near miss involving members, spectators or members of the general public to the relevant personnel in all instances by calling University Security (01482 465555) at the time of the incident and as soon as possible to Hull University Union directly where I will submit all details for an **Incident** or **Near Miss Report**

All members taking part on an activity/trip/excursion will be briefed by the trip leader and I ensure the trip leader will be registered with the HUU as a listed trip leader prior to departure. The briefing will include the aims of the trip, the administrative and emergency procedures and the individual responsibility of each person attending.

A thorough risk assessment has been completed, all HUU equipment has been accounted for and all individual club members are fully registered with the Hull University Union.

I understand the Hull University Union has an equal opportunities policy and a zero tolerance to harassment or discrimination and I will fulfill my obligation to carry out these policies and all other policies of the Hull University Union.

I am aware of my responsibility to ensure the Hull University Union is not brought into disrepute by actions of _____ (club name) and will abide by the disciplinary procedure of the HUU.

I understand that the Hull University Union has a legal obligation to not incur a financial deficit and that I am personally responsible to ensure _____ (club name) does not incur a deficit in order to meet the Hull University Union budget.

As President of _____ (club name), I understand the duty of care that I owe to my members and Hull University Union.

Signed: _____ Print name: _____

Date: D ___ M ___ Y ___

11.0 Financial Signatures

HUU Athletic Union Financial Responsibility

Upon signing this document, you accept;

Responsibility in respect of the Club's and Union's funds, which are restricted by the Charities Acts and Education Act (1994)

That the funds should be used not only within the law and within the rules and regulations of Hull University Union, but also wholly in accordance with the interest of the Club members

Any transgression of these guidelines will result in disciplinary action and you may be held liable for misused funds.

Before money can be withdrawn from your Primary account you must ensure that:

- a) All expenditure is in the aims, objectives and rules of the Club as written in its Constitution
- b) All expenditure is in the aims, objectives and the rules of Hull University Union as written in the Standing Orders, Articles of Association, Bye Laws and Policy as agreed by Union Council or General Meeting
- c) You are abiding to the law
- d) All receipts are presented and are correct
- e) One signature from your Club, the Sports Co-ordinator and the VP Sport have signed a claim form

The Cash Office staff will verify the account balance as no deficit will be allowed without agreement from the Union Executive Committee

Before money can be withdrawn from your Secondary account the Cash Office staff will verify the account balance as no deficit will be allowed

HUU Athletic Union – Authorised Signatories – Financial Year 2014/15

This is an official document. When you sign it, you accept a responsibility in respect of the Club's and the Union's funds, which are restricted in use by the Charities Acts and Education Act (1994). You accept that the funds shall be used not only within the law and with the rules of HUU, but also wholly in accordance with the interests of Club members. Any transgression of these guidelines will result in disciplinary action and you may be held liable for issues funds. Before money can be withdrawn from your account, the Cash Office staff will verify the account balance as no deficit will be allowed.

Club name:

President

Name:

Student Number:

E-mail:

Mobile:

Signature:

Secretary

Name:

Student Number:

E-mail:

Mobile:

Signature:

Treasurer

Name:

Student Number:

E-mail:

Mobile:

Signature:

Nominated Member

Name:

Student Number:

Email:

Mobile:

Signature:

FOR OFFICE USE ONLY

Signed by Sports Coordinator:

To be approved for Ratification by the Zone when 15 paid members have been achieved within 2 weeks of activation, all relevant documents have been supplied and signed by the Club Executive.

Sports Coordinator: _____

Date: _____

VP Sport: _____

Date: _____

M1718-9

Title of motion:

Motion to amend SO 4002 in regards to the AU Executive Committee.

HUU Notes:

- There are currently three members on the AU Executive Committee (AU Exec).
- AU Secretary and Communications, elected in 2017 elections.
- AU Presidents' rep and AU Members' Rep, both elected at a meeting of AU Presidents convened for that purpose.
- That the specific duties of the previous AU Exec positions are now the collective responsibility of the AU Exec as a whole.

HUU Believes:

- That three members is insufficient to meet the demands of the AU Exec.
- That each member of AU Exec should have specific responsibilities within the context of working as a team throughout the year.
- That as a consequence of the above the AU Exec needs to better represent both the AU and sports generally at the University.
- That the current election process is seen to be too much of a popularity contest and actually discourages participation.
- That an selection process featuring applications and interviews where the candidates are judged on their merits not their popularity will result in a wider range of candidates, in particular from those areas of the AU which have struggled for representation in recent years.

HUU Resolves:

- That SO 4002 is changed in the following ways to meet the outcomes desired above.
- Increase the number of AU Exec positions to four.
- The titles of those positions will be; AU Members' Representative, AU Secretary, AU Participation and Inclusivity, Non-BUCS Representative.
- The duties of each role will be specified in SO 4002
- The process by which the positions are filled is changed from election to a selection process detailed in SO 4002.
- That applicants for the AU Members' Rep and the Non-BUCS rep be limited to people from those specific sections of the Sports Zone so that they are representative

Proposer: Nicholas Wright (AU Presidents' Rep and Sports Officer Elect)

Seconded: Maisie Loggie (AU Members Rep)

STANDING ORDER GOVERNING THE SPORT ZONE

1. Interpretation

These Standing Orders shall be read in conjunction with the Constitution, ByeLaws and the relevant Standing Orders of Hull University Union (hereafter collectively referred to as the Regulations) and shall be interpreted accordingly. In these Standing Orders:

- a. "the Zone" means the Sport Zone;
- b. "HUU" means Hull University Union;
- c. "Council" means HUU Council;
- d. "clear days" excludes University holidays; Bank Holidays; Saturdays and Sundays;
- e. "AU" mean Hull University Union Athletic Union.

2. Function

The primary function of the Zone is to organise and develop sport within HUU.

The secondary functions of the Zone are to provide scrutiny and hold to account the Sports Officer.

All Zone members are members of Council; if a member resigns or is removed from either Council or their Zone position, then they cease to hold both of these roles.

3. Membership

Voting membership of the Zone shall be:

- (1) Sports Officer;
- (2) AU Presidents' Representative;
- (3) AU Members' Representative;
- (4) Two Councillors for Scrutiny.
- (2) AU Member's Representative.
- (3) AU Secretary.
- (4) AU Participation and Inclusivity.
- (5) Non-BUCS Representative.
- (6) Two Councillors for Scrutiny.

Ex-Officio members:

- (1) Sports & Societies Co-ordinator;
- (2) Such others that the Zone may deem appropriate.

4. Duties of the membership

All roles will help the Sports Officer and the Sports & Societies Co-ordinator when necessary.

(1) Sports Officer

i. The duties of the Sports Officer are detailed in SO 4001.

(2) AU Presidents' Representative

- i. To represent the view of AU Presidents at zone meetings and at Union Council.
- ii. To be a full voting member of Union Council.
- iii. To be a full voting member of the Governance Zone.
- iv. To support the Sports Officer in the organisation and running of AU Council.

(3) AU Members' Representative

- i. To represent the view of AU members at zone meetings and at Union Council.
- ii. To be a full voting member of Union Council.
- iii. To support the Sports Officer in the organisation and running of AU Council.

(4) Two Councillors for Scrutiny

- i. To scrutinise the performance of zone members and the Sports Officer in line with their objectives.
- ii. To scrutinise the zone budget.
- iii. To be a full voting member of Union Council.
- iv. To support the zone with any campaigns or activities.

(2) AU Members' Representative

- i. To represent the view of AU members at zone meetings and at Union Council.
- ii. To be a full voting member of Union Council.
- iii. To support the Sports Officer in the organisation and running of AU Council.
- iv. To support the Sports Officer to promote cohesion and cooperation between AU Clubs.
- v. To be an extra line of communication between AU Members and the Sports Officer.
- vi. To be an active part in the planning and delivery of events that are the responsibility of the AU Executive Committee.

(3) AU Secretary

- i. To be a full voting member of Union Council.
- ii. To be responsible for the minuting of zone meetings.
- iii. To support the Sports Officer in communicating with students involved in sports (inside and outside the AU).
- iv. To promote the Sports Zone, its achievements (BUCS and Non-BUCS) and announcements to the student body.

v. To be an active part in the planning and delivery of events that are the responsibility of the AU Executive Committee.

(4) AU Participation and Inclusivity

i. To be a full voting member of Union Council.

ii. To help AU clubs coordinate charity fundraising with RAG and to promote the expansion of charity fundraising within the AU.

iii. To promote participation within sport, both by aiding clubs with year-round recruitment and also championing participation in intramural sports (alongside the AU Non-BUCS Representative).

iv. To be a point of contact for AU clubs to aid them in the implementation of measures aimed at addressing welfare and wellbeing issues within clubs (They will be given the appropriate training to inform members of what services the Union/University provides in these areas and how to direct people to access them). This will include the promotion of sharing good practice among clubs and helping the Sports Officer to promote campaigns and initiatives started by the Wellbeing and Community Officer within the AU.

v. To help the Sports Officer to ensure that those participating or wishing to participate in sports who would identify as being part of a minority are sufficiently represented and aware of the opportunities available.

vi. To be an active part in the planning and delivery of events that are the responsibility of the AU Executive Committee.

(5) Non-BUCS Representative

i. To be a full voting member of Union Council.

ii. To represent Non-BUCS teams/clubs at Zone meetings and Union Council.

iii. To support the Sports Officer in the expansion and success of intramural sports and teams.

iv. To support the Sports Officer to ensure that Campus Sport and Give It A Go (GIAG) provide the right opportunities for students and do not work in opposition to AU clubs.

v. To be an active part in the planning and delivery of events that are the responsibility of the AU Executive Committee.

(6) Two Councillors for Scrutiny

i. To scrutinise the performance of zone members and the Sports Officer in line with their objectives.

ii. To scrutinise the zone budget.

iii. To be a full voting member of Union Council.

iv. To support the zone with any campaigns or activities.

4a. Duties of the AU Executive Committee

To assist the Sports Officer in the planning and delivery of Sports Zone events, these must include but are not limited to; AU Ball, Varsity and AU Trophy Presentation.

To be members of the AU Awards Committee and the AU Colours Committee.

To assist and support the Sports Officer in any other appropriate way that they have the time to do so.

5. Election process

The AU Presidents' Representative and the AU Members' Representative shall be elected at the first AU Council of the academic year.

The Sports Officer and the Councillors for Scrutiny shall be elected in line with SO 8001 governing Elections.

5a. Selection Process and Criteria

The four AU Executive positions (AU Members, AU Sec, AU P+I, Non-BUCS) will be selected via an application process. This application process will be:

i. Applicants will submit an application consisting of their CV, a covering letter (Single side A4 max) and a supporting statement from another student (Single side A4 max).

ii. Applications will open at the start of week 9 of Semester 2 and close at the end of week 10 of Semester 2.

iii. All applications will be reviewed by the selection panel, in the event of a large number of applicants, these applications can be shortlisted at this stage. Each shortlist for each position cannot be smaller than three applicants (if three or less applicants for a position, no shortlist is required).

iv. All applicants on the shortlists will be invited for an interview with the selection panel, each interview will be conducted by three members of the selection panel, it does not have to be the same members for every interview, but of the three, one of them must be either the Sports Officer or Sports Officer Elect.

v. Following the completion of all interviews, the selection panel will meet to discuss the merits of the candidates and determine who will be offered each role.

The Selection panel shall consist of: The current Sports Officer, the Sports Officer Elect, all current AU Exec members, the Sports & Societies coordinator, a Sports Experience Officer, a senior member of HUU staff.

The AU Members representative needs to be a current member of an AU Club.

The Non-BUCS representative needs to be a member of a Non-BUCS team/club.

6. Chair

The Chair shall be elected in the first zone meeting. They are responsible for keeping a register of attendance; drafting a Zone meeting agenda, which is to be circulated three clear days in advance; keeping order within the meeting and ensuring points to action are met. The Chair may call an emergency meeting of the Zone.

7. Meetings

Meetings of the Zone shall take place in weeks three; five; seven; nine and eleven.

Meetings of the Zone shall take place at least every two weeks (excluding Holiday weeks and Exam periods) with the first meeting having taken place by the end of week three. The day and time of these meetings shall be agreed by the membership.

8. Quorum

The quoracy of such meetings shall be fifty percent plus one of the voting membership plus the Chair.

9. Minutes

The minutes shall be taken by the Secretary to the Zone elected at the first zone meeting. The minutes shall be taken by the AU Secretary. These shall be submitted to the Democracy & Governance Coordinator no later than four clear days following a Zone meeting. The minutes shall record points to action for the Zone members and shall be brought to the attention of Council by the Chair, in the form of a report under the Sport Zone section of the Council agenda.

10. Voting

All votes shall require a greater than fifty percent majority to pass. All votes shall be public except those on motions of caution, censure and no confidence which shall be conducted by secret ballot, counted by the secretary and checked by the Chair.

11. Powers

The Zone shall be able to:

- (1) Pass a motion of caution against the Sports Officer as detailed in the Bye Laws.
- (2) Bring motions of censure and no confidence as detailed in the Bye Laws against the Sports Officer to Council.
- (3) Pass a motion of caution, censure or no confidence against other Zone members. Motions of no confidence are to be ratified by Council and if successful the member is removed from the Zone committee.
- (4) Submit questions in writing to the trustees of HUU to be asked by the Sports Officer.
- (5) Submit questions to an officer at council.
- (6) Propose a motion of caution against an officer to council.

M1718-10 Motion to amend SOs 1001, 2001, 3001, 4001, and 5001 relating to the Student Officers**HUU Notes:**

1. That at the moment the full-time officer roles are entitled '...Officer'.
2. This title has led to a lack of clarity about the roles entitled as officer with external stakeholders expecting to speak to the 'president'. There has also been some confusion regarding the role in itself being a full-time elected position rather than a part-time officer position.
3. That in all communications to students and all other stakeholders the name of the team will remain as The Student Officer Team

HUU Believes:

1. That changing the titles from "Officer" to "President" ensures consistent communication and avoids any confusion caused by the differing terminology.
2. That the title of "President" reflects the role more accurately and alleviates any perceived hierarchies within the Student Officer Team.
3. That all Standing Orders should be up to date reflecting current practice, especially with regard to the duties and responsibilities of the Student Officers.

HUU Resolves:

1. To recommend to the Board of Trustees that all four Officer roles change their name to President with effect from 1 July 2018 (i.e. President of Education, President of Activities, President of Sports, President of Welfare & Community) as appended including any concurrent changes in the Bye-Laws.
2. The title of "President" as currently used will be changed to "President of the Students' Union".

3. That SOs 1001, 2001, 3001, 4001, and 5001 are amended as appended and that any necessary concurrent changes are made with effect from 1 July 2017.

Proposer: Jennie Watts (Welfare & Community Officer), Salman Anwar (Education Officer) and Osaro Otobo (President)

Seconded: Nick Wright, Tom McNamara, Isobel Hall, Andy Costigan (Student Officer Team 2018/19)

M1718-11 Removing HUU's No Platform Policy

Following on from a review of our No Platform Policy, this motion follows on from a recommendation to scrap the No Platform Policy as we already have an External Speakers Policy

HUU Notes:

- We currently have in place a No Platform Policy
- This policy has not been reviewed since 2009
- Since the introduction of our No Platform Policy, we've introduced/reviewed our External Speakers Policy, that states it "aims to facilitate freedom of speech within the law, without infringing HUU's Zero Tolerance [Policy]...and Equality and Diversity Policy or the University's Equal Opportunities Policy and its Prevention of Harassment Policy."
- HUU's survey, asking students' opinions on our No Platform Policy, was responded to by 302 students
- Students were split on the issue, with 51% of respondents saying "Get rid of the policy", 43.4% saying "update and add groups" and 4.1% saying "Keep it how it is"
- The current External Speakers Policy states:
 - "In essence these policies provide protection against activities which:
 - Incite hatred, violence or call for the breaking of the law
 - Encourage, glorify or promote any acts of terrorism including individuals, groups or organisations that support such acts
 - Spread hatred and intolerance in the community and thus aid in disrupting social and community harmony
 - Purposefully insult and offend other groups identified by, for example, age, disability, faith, gender and gender identity, sexual orientation, race, marriage or civil partnership status or maternity/paternity.

- Raise or gather funds for any external organisation or causes which are not UK registered charities. Collections for such groups are only allowed by express permission of the HUU Trustees.
- Pose a reputation risk to HUU or to the University of Hull."

HUU Believes:

- That External Speakers Policy and process is strong and robust enough to enforce HUU Values, taking into account HUU's Zero Tolerance Policy, Equality and Diversity Policy or the University's Equal Opportunities Policy and its Prevention of Harassment Policy
- That there is a wide student view on our current No Platform Policy
- That concerns around our No Platform Policy can be addressed with the detail of the External Speakers Policy, as it already states it protects Freedom of Speech "without infringing HUU's Zero Tolerance Policy...and Equality and Diversity Policy or the University's Equal Opportunities Policy and its Prevention of Harassment Policy."
- That policy should be reviewed frequently so it aligns best with HUU values and the views of current students

HUU Resolves:

- That the current No Platform Policy be removed as the External Speakers Policy is robust enough to enforce HUU Values and has in place not allowing speakers that don't align with HUU's Zero Tolerance Policy, Equality and Diversity Policy or the University's Equal Opportunities Policy and its Prevention of Harassment Policy
- That the Student Officer Team be mandated to review the policy every three years to ensure HUU policy reflects the views of students (next review required 2020/21, then 2023/24 and so on...)

Proposer: Salman Anwar (Education Officer)

Seconders: Jennie Watts (Welfare & Community Officer), Osaro Otobo (President), Jess Clunan (Disabled Students Officer), Rayne Goddard, (SEC Chair), Isobel Hall (Education Officer-elect), Matt Tapp, Alice Ord, Joshua Cass, Jack Laird, Dominic Calum Clare, David Wait, Lewis Stanniland, Katie Weston, Warwick Gross, Daniel Kupusarevic, Alex Kenyon

M1718-12 Students and Brexit – For our Future’s Sake (FFS).

HUU Notes:

- That on the 23rd June 2016, the referendum on EU Membership was won by the Leave Campaign
- Young people and students overwhelmingly voted Remain, by most estimates at around 75%
- Article 50 was triggered in March 2017. This means we will formally leave the European Union on current timelines in March 2019.
- Leaving the EU creates uncertainty around the position of UK students studying in EU countries and vice versa and also threatens access to European research funding and could damage long standing academic collaborations.
- As it stands, in leaving the EU, the UK risks losing access to the Erasmus+ exchange scheme for students and apprentices.
- It is likely that, after leaving, EU students in the UK will be regarded as international students and as such, without a deal or a special arrangement, will be charged international student fees.
- Whilst current arrangements for students stand until 2017/18 and students who have been accepted under the current arrangements will have their contracts honoured for 2017/18 there is no certainty for students beyond these dates.

HUU Believes:

- Lots of people across the UK had legitimate grievances about their lives and voted to leave the European Union because of them. It would therefore be foolish to in any way invalidate that vote.
- That since the referendum result, a number of promises which were made by the official Leave Campaign (members of which are now very senior members of Government), have turned out to be unfeasible or untrue.
- That in a democracy, people have the opportunity to change their minds.

- That students and young people have a right, and a duty to stand up and say when they believe something is going to negatively impact their futures.
- The UK will prove in the future to be a less attractive partner for future research and collaborations if any new immigration policy restricts and deters high quality academics from across Europe from moving to the UK
- Student mobility around Europe is integral to transformational experiences for students studying in Europe, for EU students and for UK students studying alongside EU students. This would therefore have an impact in the experience at Hull.
- Since the referendum, the hard line taken by many senior politicians on immigration has seen increases in xenophobic and hate crime incidences nationally, with an increase of 42% just before and after the referendum. Hate crime in Hull doubled in the week after the June referendum according to Humberside Police. EU and international students should not be made to suffer because of the increasingly harmful and dangerous rhetoric around Brexit.

HUU Resolves:

- To give students here at Hull who are passionate about this cause information about For our Future's Sake (FFS) so it will be student-led, they can decide for themselves their level of commitment whilst also having a support network from other FFS groups across the country to help their efforts.
- For this group of students to lobby stakeholders in the UK, including MPs, to call for a referendum on the terms of the Brexit deal. And to also support national demonstrations on remaining in the European Union, to influence the meaningful vote in Parliament in Autumn 2018.
- To work with other students unions in campaigning locally and nationally to protect student mobility after Brexit.
- To lobby stakeholders in the UK, including MPs, to campaign for the UK to remain a full member of the Erasmus+ scheme and to secure a commitment from MPs that the UK will be a member of any similar schemes in the future.
- To lobby stakeholders in the UK, including MPs, to remove international students from net migration targets.

Proposer: Osaro Otobo (President)

Seconders(s): Nick Wright (Sports Officer-elect), Tom McNamara (Activities Officer-elect), Andy Costigan (Welfare & Community Officer-elect)