

SHEFFIELD HALLAM UNIVERSITY UNION OF STUDENTS

EC/09/10/01

Minutes of the Officer Committee Meeting – 10th July 2009

Below are the CONFIRMED Minutes of the 1st meeting of the Officer Committee which was held on 10th July at 12 pm in Pod C.

Present	Dani Beckett	President (Chair)
	Tom Waltho	Finance & Services Officer
	Sam Brown	Academic Affairs Officer
	Sam Gill	Sports Officer
	Dan Pine	Equal Opportunities Officer
	Gail Stephens	CEO
	Kerry Jane Radford	Democracy & Executive Support Asst.

OC/09/10/01/1 AGENDA

There were no changes to the agenda.

OC/09/10/01/2 APOLOGIES

Ben Heaton	Societies Officer
Tom Wilson	Media Officer
Matt Bond	Welfare Officer
Kate Healey	Hallam Volunteering Officer
Martin Percival	Education Officer
Farhan Ahmed	International & Black Students Officer
Clare Cowen	Deputy General Manager - Member Services

OC/09/10/01/3 MINUTES OF PREVIOUS MEETING

There were no minutes to approve.

OC/09/10/01/4 MATTERS ARISING AND ACTION POINTS

There were no matters arising.

OC/09/10/01/5 CORRESPONDENCE

There was no correspondence to report.

OC/09/10/01/6 CEO BUSINESS SUBMITTED

6.1 H1N1 Flu Pandemic

Officers were updated on the situation. Level is now at 6. Anyone feeling ill should remain at home and phone the doctor. Normal sickness reporting procedures currently remain in place.

There are no confirmed cases at either University. Both Sheffield Hallam University and Hallam Union are to remain open.

Cleaning materials have been distributed to all staff, everyone has also been advised to take appropriate self measures.

An Officer is required to sit on the Union's Pandemic Flu Task Team. The Senior Manager's Group are progressing the business continuity and contingency plan, which incorporates the impact that the illness may have on the Union.

The Union is looking into placing H1N1 flu information into the mail outs and is in contact with the health centre to determine the best way to deliver the message.

Any University website message about the flu will be submitted to the Union to enable us to duplicate the message on our own website.

A Flu buddy system is to be established. The Officers will begin to highlight the scheme during freshers' week, intro talks and via the Fresher Reps system.

OC/09/010/01/7

OFFICER BUSINESS

7.1 Governance

The group are working on Officer roles and the implementation of the changes approved by the April 2009 Referendum. A further referendum for the Officer roles will be held later in the year.

The Executive will now be approaching faculty deans for assistance in promoting the Student Trustees. An election for the Assembly positions will take place next semester.

7.2 Society Ratification

The aims and objectives of several Societies were presented to the Committee.

Animation Society

Against	0
Abstentions	0
In favour – Passed	

Sikh Society

Against	0
Abstentions	0
In favour – Passed	

The Real Ale Society

Against	0
Abstentions	0
In favour – Passed	

Officers requested that the Society were made aware about funding procedures. The Sports Officer will liaise with Rachel Clayden, Student Activities and Development Assistant. **AP - SG**

Libyan Society

Against	0
Abstentions	0
In favour – Passed	

Officers enquired if there would be any links or interaction between the International Society and the cultural based societies. The Sports Officer will follow this up. **AP - SG**

7.3 BUCS Student Officers

The Sports Officer has recently been elected as a BUCS Student Officer. The Officer presented a paper to the Committee seeking endorsement for the role and to enable her to use annualised hours to carry out the BUCS role.

The Officer spoke about the benefits that the BUCS role would bring to the Union, she also indicated that she would be happy to report back any non-confidential matters. The meeting schedule was not yet finalised and BUCS have not (as yet) completely outlined the extent of the role; however if the level of commitment dramatically changes, she stated that she would have to re-consider or even decline requests. She stressed that previous Officers have been elected to the role.

The Sports Officer was asked to leave the meeting at this point to allow the remaining Committee members to deliberate her request.

Remaining Committee members had a short discussion about the paper and agreed that limitations on annualised hours would be a solution. The group were happy to endorse the Officer and agreed that annualised hours could be used for the 4 meetings, any further meetings would be in line with the Volunteer guidelines.

The Officer rejoined the meeting.

The decision was relayed to the Sports Officer. The Committee congratulated the Officer on her election to the role.

OC/09/10/01/8

REPORTS FROM COMMITTEES

There were no reports from Committees.

OC/09/10/01/9

EMERGENCY BUSINESS

There was no emergency business.

OC/09/10/01/10

ANY OTHER BUSINESS

A report on the Understanding and Supporting Liberation Campaigns Conference will be given by the Equal Opportunities Officer at the next meeting. **AP - DP**

OC/09/10/01/11

DATE, TIME & VENUE OF NEXT MEETING

Monday 27th July at 3.30 pm in the Training Room.