

SHEFFIELD HALLAM UNIVERSITY UNION OF STUDENTS

EC/09/10/03

Minutes of the Officer Committee Meeting – 10th August 2009

Below are the CONFIRMED Minutes of the 3rd meeting of the Officer Committee which was held on 10th August at 4 pm in the Training Room

Present

| | |
|--------------------|---|
| Tom Waltho | Finance & Services Officer (Chair) |
| Sam Brown | Academic Affairs Officer |
| Sam Gill | Sports Officer |
| Dan Pine | Equal Opportunities Officer |
| Gail Stephens | CEO |
| Kerry Jane Radford | Democracy & Executive Support Assistant |

OC/09/10/03/1 AGENDA

There were no changes to the agenda.

OC/09/10/03/2 APOLOGIES

| | |
|-----------------|--|
| Dani Beckett | President |
| 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 | DCEO - Director of Member Services |

OC/09/10/03/3 MINUTES OF PREVIOUS MEETING

The minutes from the meeting on 10th July were approved.

| | |
|---------------------------|--------------------------|
| Proposed | Academic Affairs Officer |
| Seconded | Equal Opps Officer |
| Against | 0 |
| Abstentions | 0 |
| In favour – Passed | |

The minutes from the meeting on 27th July were approved.

| | |
|---------------------------|--------------------------|
| Proposed | Equal Opps Officer |
| Seconded | Academic Affairs Officer |
| Against | 0 |
| Abstentions | 0 |
| In favour – Passed | |

OC/09/10/03/4 MATTERS ARISING AND ACTION POINTS

The Sports Officer will be liaising with Rachel Clayden, Student Activities and Development Assistant with regards to the outstanding action points relating to the Libyan and Real Ale Societies. **AP - SG**

A brief overview of the Understanding and Supporting Liberation Conference was given by the Equal Opps Officer.

OC/09/10/03/5 CORRESPONDENCE

A change of Manager has taken place at Embrace. The Officer Committee will be sending a card to the outgoing Manager thanking him for his contribution. **AP - SG**

OC/09/10/03/6

CEO BUSINESS SUBMITTED

Officers were reminded about the flu buddy system.

Officer/staff buddy systems are now operational; Committee members were asked to think about any assistance they may need with GOATS and GOALS.

OC/09/10/03/7

OFFICER BUSINESS

7.1 Governance

The group has split into two smaller groups - Working Group and Implementation Group. A referendum on Officer roles is expected in October/November.

7.2 Societies

The aims and objectives of the Roller Derby Society were presented to the Committee for full ratification (in the absence of Union Council).

| | |
|---------------------------|--------------------|
| Proposed | Equal Opps Officer |
| Seconded | Sports Officer |
| Against | 0 |
| Abstentions | 0 |
| In favour – Passed | |

The Society will be informed that the Union's facilities are available for use.

7.3 Media Steering Group

The Finance & Services Officer presented a paper detailing the implementation of a Media Steering Group. Comments were invited from the group.

Members enquired about how much input the group would have on matters; the Officer explained that there was no intention to make media controlled and that the group would be there to oversee media and to implement a code of conduct. It was requested that the code of conduct be presented to Union Council.

Concerns were raised about where the Media Standing Committee fits into the structure. Officers acknowledged that the Standing Committee had not functioned properly over the years and that subsequently there isn't an effective structure in place for media.

The implementation of the group was endorsed but Officers requested that the Media Standing Committee should be included in the new structure and that the Media Steering Group should actively look into ways of re-establishing the Committee. **AP - TW**

| | |
|---------------------------|--------------------------|
| Proposed | Equal Opps Officer |
| Seconded | Academic Affairs Officer |
| Against | 0 |
| Abstentions | 0 |
| In favour – Passed | |

7.4 Sports Union Memberships

A paper was presented to the Committee by the Sports Officer detailing a potential new scheme that could create 'free' Clubs at Hallam Union. It is hoped that by introducing this system it would generate new clubs and make Sport more accessible. The Sports Officer believes that there are several potential clubs who would benefit from this new system during the next academic year; she also indicated that Clubs within this scheme would be

able to step up to the next level at any time. Committee members were asked to note that SRS are aware of the proposal.

'Free' Clubs would be able to charge a membership fee (determined by the Club members) to generate income as no funds would be available from the Sports Union; any further change to their membership fee would then have to be approved by the Sports Committee. Administration of the scheme could take place at both The HUBS and the Sports Union.

The group spoke about whether Clubs would be required to step up to the next level after a certain length of time; if they did a structured process could be put in place to assist Clubs with the progression. Some group members were unsure about stipulating Clubs had to move up. The CEO would like to examine the process.

Upon consideration the group agreed the proposal and requested a review at Christmas and in June 2010. **AP - SG**

| | |
|---------------------------|--------------------|
| Proposed | Sports Officer |
| Seconded | Equal Opps Officer |
| Against | 0 |
| Abstentions | 0 |
| In favour – Passed | |

OC/09/10/03/8

REPORTS FROM COMMITTEES

There were no reports from Committees.

OC/09/10/03/9

EMERGENCY BUSINESS

There was no emergency business.

OC/09/10/03/10

ANY OTHER BUSINESS

Birthday greetings were given to the Finance & Services Officer. Everyone was invited to join the Officer's birthday celebrations.

OC/09/10/03/11

DATE, TIME & VENUE OF NEXT MEETING

Monday 24th August at 1pm in the Training Room.