

# SHEFFIELD HALLAM UNIVERSITY UNION OF STUDENTS

EC/09/10/05

## Minutes of the Officer Committee Meeting – 7th September 2009

Below are the CONFIRMED Minutes of the 5th meeting of the Officer Committee which was held on 7th September at 3.30 pm in the Training Room

<b>Present</b>	Dani Beckett	President
	Tom Waltho	Finance & Services Officer
	Sam Brown	Academic Affairs Officer
	Sam Gill	Sports Officer
	Dan Pine	Equal Opportunities Officer
	Gail Stephens	CEO (late arrival)
	Clare Cowen	DCEO - Director of Member Services (late arrival)

### OC/09/10/05/1 **AGENDA**

There were no changes to the agenda.

### OC/09/10/05/2 **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
Kerry Jane Radford	Democracy & Executive Support Assistant

### OC/09/10/05/3 **MINUTES OF PREVIOUS MEETING**

The minutes were unavailable.

### OC/09/10/05/4 **MATTERS ARISING AND ACTION POINTS**

There were no matters arising or action points.

### OC/09/10/05/5 **CORRESPONDENCE**

No correspondence.

### OC/09/10/05/6 **CEO BUSINESS SUBMITTED**

No business submitted.

### OC/09/10/05/7 **OFFICER BUSINESS**

#### 7.1 **Governance**

All full time officers were present at previous meeting, governance timeline seen, decided on FT roles and the effects on PT's and Union Council.

#### 7.2 **Business Gifts**

No business gifts were declared.

### 7.3 Academic Affairs Officer

The Academic Affairs Officer tabled a paper regarding taking on some extra catering/hospitality work via an agency and was seeking approval from the Committee. This would be mainly weekend work if needed.

The officer was unsure of the exact hours but wanted the option to take on work as needed; the Officer did not envisage this being any weeknights except possibly Fridays. He continued by stating he wanted to keep on the books with the agency for after his year in office. The work would mainly be 1 to 2 shifts per month at an average of 8hrs on a Saturday. The Officer stated that he believed there was no conflict with the Union's activities and that any responsibilities to the Union would always take precedence.

**The Academic Affairs Officer left the meeting whilst a discussion and vote was taken.**

<b>Proposed</b>	Equal Opps Officer
<b>Seconded</b>	Finance & Services Officer
<b>Against</b>	0
<b>Abstentions</b>	0
<b>In favour – Passed</b>	

### 7.4 Bidding Pot Application

The Equal Opportunities Officer tabled a bidding pot application for funds to support the great expectations service. The funds would be used to purchase a number of condoms and lubricants to sell on, making a profit to finance the service throughout the year. It was suggested by the Committee that there was a possibility of working with the advice centre on this project, the Officer replied that he had attempted this route but that there was no budget allocation in which to proceed, therefore an application for funds has been brought to the Officer Committee.

Concerns were raised about why this was not being funded from the campaigns budget. The Officer stated that it was because this wasn't a specific campaign as such. The Equal Opportunities Officer informed group members that they would be sold throughout the year at events such as shag week and freshers.

Various issues were raised including using bidding pot funds as a loan, issues surrounding selling items purchased by bidding pot funds and why the campaigns budget could not be utilised. It was also noted that the Centre for HIV and Sexual Health are unable to assist this year due to budget restrictions.

Taking into consideration all the concerns, the Officer withdrew the paper.

**The CEO and Deputy CEO - Head of Member Services joined the meeting halfway through this agenda item.**

### 7.5 Society Ratifications

Several Society's aims and objectives were presented to the Committee for approval.

#### **Table Football**

The group spoke about the purchase of the table and who would pay for the equipment as the group were seeking ratification as a Free Society. Item deferred to obtain further information from Society members. **AP - SG**

### **Hallam Ravers**

Issues about some elements of the Society's aims and objectives were mentioned including the equal opps statement and the intention to publicise club events at other venues. Officers also spoke about how the group had refused to work with the Union to put on alternative nights at The HUBS. It was also noted that the Society's facebook site had negative comments about the Students Union and that a listed member was thought to be an external promoter. Item deferred to enable Society to respond to Officer concerns. **AP - SG**

### **Christian Events Society**

Previous Officers had deferred this item due to the existence of a similar Society. Aims and objectives appeared to have not been amended. Item deferred. Group to be contacted to revise aims and objectives. **AP - SG**

**OC/09/10/05/8**

### **REPORTS FROM COMMITTEES**

Information on the LGBT Residential was circulated.

Town Takeover training was attended by the Academic Affairs Officer and the President. Sessions included getting the message out and lobbying MPs.

The Sports Officer has recently returned from the BUCS Conference. A brief overview of the Conference was given.

The Finance & Services Officer attended the NUS Student Media Reception. The Officer found the event very useful. The Amnesty freebies received at the event have been given to the Union's Amnesty Society.

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### **EMERGENCY BUSINESS**

There was no emergency business.

**OC/09/10/05/10**

### **ANY OTHER BUSINESS**

The amount of time that Officers spend on Facebook was raised. The group agreed that it is a useful tool but that usage does need to be moderated. The possibility of having work profiles was recommended.

The President has been appointed to the position of NSS Ambassador. She has taken this role as a volunteer and will be conducting business in her own time.

Group members spoke about the 10:10 scheme; a project that asks organisations and individuals to reduce carbon emissions by 10% by 2010. Officers were unsure if Hallam Union would be able to meet the target on its own, but informing and encouraging students to become involved would assist with the scheme and help students to make positive changes. Topic to be discussed outside of the meeting. **AP - OC**

**OC/09/10/05/11**

### **DATE, TIME & VENUE OF NEXT MEETING**

Friday 9th October at 4 pm in the Training Room.