

**Minutes of the Officer Committee Meeting – 9th October 2009**

Below are the CONFIRMED Minutes of the 6th meeting of the Officer Committee which was held on 9th October at 4 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
	Ben Heaton	Societies Officer
	Tom Wilson	Media Officer
	Martin Percival	Education Officer
	Farhan Ahmed	International & Black Students Officer
	Matt Bond	Welfare Officer (late arrival)
	Clare Cowen	DCEO - Director of Member Services
	Kerry Jane Radford	Democracy & Executive Support Assistant

**OC/09/10/06/1 AGENDA**

7.6 Life membership was added to the agenda. 7.2 - Society Ratification, Table Football was taken after item 2.

**OC/09/10/06/2 APOLOGIES**

Gail Stephens CEO

**ABSENT WITHOUT APOLOGIES**

Kate Healey Hallam Volunteering Officer

**OC/09/10/06/3 MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 24th August 2009 were approved.

<b>Proposed</b>	Equal Opps Officer
<b>Seconded</b>	Finance & Services Officer
<b>Against</b>	0
<b>Abstentions</b>	4
<b>In favour – Passed</b>	

The minutes of the meeting held on 7th September 2009 were approved with the following amendment:

<b>Alteration</b>	<b>Page and Minute reference</b>	<b>Corrected version</b>
<b>Insert</b>	OC/09/10/7.4 - Paragraph 3	... the Centre for <b>HIV and</b> Sexual Health.

<b>Proposed</b>	Sports Officer
<b>Seconded</b>	Equal Opps Officer
<b>Against</b>	0
<b>Abstentions</b>	4
<b>In favour – Passed</b>	

**OC/09/10/06/4 MATTERS ARISING AND ACTION POINTS**

Work on Media is ongoing.

The Union will not be participating in the 10:10 project.

**OC/09/10/06/5 CORRESPONDENCE**

Correspondence has been received from South Yorkshire Fire Service thanking the Union for enabling them to give demonstrations to students during Freshers' week. It was noted that the Fire Service thoroughly enjoyed participating in the event.

Several e-mails have been received thanking the Officer Committee for taking part in the Induction talks.

**OC/09/10/06/6**

**CEO BUSINESS SUBMITTED**

No business submitted.

**OC/09/10/06/7**

**OFFICER BUSINESS**

**7.1 Governance**

Group are now focusing on Officer roles. A proposal will be brought to the next meeting. The full consultation process was outlined to the Committee.

**7.2 Society Ratifications**

The aims and objectives of 3 Societies were presented to the Committee for comment and approval.

**Table Football**

**Representatives from the proposed Society attended the meeting for this agenda item.**

Officers were asked to consider the Society on its aims and objectives only; any operational issues/funding requests would be dealt with by other Committees.

The group were happy to ratify the Society. Any reference to purchasing equipment or obtaining funds will be removed from the aims and objectives.

<b>Proposed</b>	Sports Officer
<b>Seconded</b>	Academic Affairs Officer
<b>Against</b>	0
<b>Abstentions</b>	0
<b>In favour – Passed</b>	

**Postgraduate**

Item was deferred. Members requested full Committee details. **AP - BH**

**Socialist Worker Students Society**

The group requested that the aims and objectives of the Society were amended to 'exploring issues or raising awareness' rather than 'to campaign'.

**AP - BH**

**7.3 Social Behaviour Policy**

A paper was presented to the group for endorsement. Officers commended the Sports Officer on the paper. A similar policy will be drafted for Societies and possibly other Union activities. The Committee were asked to note that Clubs have already signed the individual policy documents. The policy will be presented to Union Council for approval. **AP - SG**

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

#### 7.4 UAF Coach

The item was declared ultra vires by the Chair and removed from the agenda.

The Societies Officer and the President will check all Societies aims and objectives to identify if there are any that would be classed as ultra vires.

**AP - BH/DB**

#### 7.5 Sports Union Model Constitution

The revised Sports Union Model Constitution was presented for approval.

<b>Proposed</b>	Academic Affairs Officer
<b>Seconded</b>	Sports Officer
<b>Against</b>	0
<b>Abstentions</b>	0
<b>In favour – Passed</b>	

#### 7.6 Life Memberships

The life members were unanimously approved.

The following honorary life members were also presented: Russell Swannack, David Roy Carr, Evita Situma, Will Haywood, Megan Lamb and Nikki Parkinson.

**OC/09/10/06/8**

#### **REPORTS FROM COMMITTEES**

The Academic Affairs Officer has recently returned from a QAA and NUS Quality Matters Conference. An overview of the Conference was given.

Feedback from the Student Governor Seminar was given by the President. She reported that she didn't find the seminar very useful. She wished to pass on credit to the University's Board of Governors induction programme as the Officer felt that this was more appropriate training. Feedback on the Seminar has been given to the University Secretariat.

**OC/09/10/06/9**

#### **EMERGENCY BUSINESS**

There was no emergency business.

**OC/09/10/06/10**

#### **ANY OTHER BUSINESS**

The Academic Affairs Officer will be sitting on the Library Planning Group; Officers were asked to speak with him if they had any concerns to raise.

Liberation campaigns can bid for money from the Campaigns or Officer Bidding pot.

The men's Hockey Club has held a match in memory of a Sheffield Hallam student. They raised over £700. The event will be held annually.

Meeting rules will be discussed at planning.

Part time Officers induction is ongoing, sessions such as IT and bidding pot are to be arranged.

Part Time Officers will be contacted regarding their Officer clothing.

Birthday greetings were given to the Academic Affairs Officer.

**OC/09/10/06/11**

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

Friday 16th October at 4 pm in the Training Room.