

University for the Creative Arts Students' Union

Executive Committee Minutes - 4

Meeting Time – 1.00pm, Via Skype, 16/3/16

Attendance & Apologies

Silviu Droftei	Epsom Campus Officer	Chair + Voting Member	Attended
Charlotte Lawrence	Farnham Campus Officer	Voting Member	Attended
Ellie Webb	Canterbury Campus Officer	Voting Member	Attended
Scarlett Hooper	Rochester Campus Officer	Voting Member	Attended from action point 6.
Katie Badman	Head of Membership Engagement	Observer + Minute taker	Attended

Item	Presented by	Minutes
1. Executive Officer Reports	Silviu, Charlotte, Ellie	<p>All officers have been very busy running in their respective elections over the past few weeks, so not as many campaigns have been implemented</p> <p>CL - sexual Heath week went well, there was two sessions run Annie (women's officer) with over 30 students attending. Still trying to set up puppy rooms - ongoing Had a meeting with the mayor of Farnham to be more involved in town council meetings</p> <p>EW - working with council on the Canterbury student impact review. Working with member of library staff to increase opening hours Won re-election Planning open mike night again soon Helping out with doing the entrainment for the degree show</p> <p>SD - ran sexual health seminars on 15th March with Annie (women's officer) - 22 students in</p>

		<p>attendance. Looking at rerunning this in freshers' week 2016 Information was very well received, and students have positive feedback. Planning to do a student market in London on 17th April with money from the Careers department.</p> <p>Extension of library hours on 25th & 26th Of April.</p> <p>EDM gig on 8th April</p> <p>UCA & University of Surrey are running a summer School (Claire Wunderly) – going to help promote on campus on 12th April.</p>
2. Minutes from the Last Meeting	Katie	Minutes from 20.1.16 confirmed and ratified.
3. Officer Annual Leave & TOIL	All Officers	<p>CL having day off on Monday 21st.</p> <p>Reminder that 2 bank holiday days over Easter.</p> <p>SD having unpaid leave in May 3rd-10th .</p>
4. Priorities update	All Officers	<p>Farnham Student market 8th April</p> <p>Ellie to work with all officers on puppy room.</p>
5. AGM	Katie	<p>Jamie Stratton updates the officers on the agenda for the AGM today, to ensure everyone knows the quota is 1% of students population - 59 students across all locations.</p> <p>It is agreed that Charlotte will chair the meeting.</p> <p>It is agreed that Charlotte will present the audited accounts as chair of the finance committee</p> <p>Charlotte will present the new proposed auditor (Kingston Smith) as chair of the finance committee.</p> <p>Ellie will present the affiliations</p>
6. Voter Registration	Katie	<p>Accepted both appendix for awards recognition for course reps and clubs & Societies</p> <p>*Sabbs to invite Simon Oakfield-Kerr to attend the awards ceremony*</p> <p>Officers agreed all four should sit on the panel to decide who wins course rep of the year and all clubs & Societies awards</p>

7. EU Referendum	Katie	Officers to do a join campaign to get students register to vote in the EU ref as the deadline is on 18th April.
7. Elections Results	Katie	Results were all noted.
8. Green Impact	Katie	Update that green impact is happening, all officers reminded to set paper to print automatic double sided and to be aware of the impact they are having on the environment
8. Any Other Business	All	CL – UCASU Re-brand - there will be a student competition from which one student from each school will be picked to form the working group on the re-brand - the brief for the rebrand will be available in February - the re-brand is hoping to be ready to launch on A-Level Results day 2016
Date of Next Meeting		w/c 22 nd Feb 2016
Reserved Business		Charlotte Lawrence to bring to finance committee to provide guidelines on what campus budgets can or can't be spent on. Charlotte to bring to finance committee to allocate funding for student enterprise in which student can make money Ellie to look at officer wages with Ollie Williams (External trustee)

	Action Table
Sabbs - carried over.	Sabbs to invite Simon Oakfield-Kerr to attend the end of year awards ceremony