



Minutes from Management Committee Meeting

Monday 3rd December 2012

Boardroom, Union House

Present: Derek Bowden Lynda Johnson
 Josh Bowker Sam Clark
 Jo Levell

Apologies: Annie Grant Matt Myles

6005 Minutes from previous meeting – 19th November 2012

- The Minutes were agreed by the MCM.

6006 Action Log

- Please see updated Action Log.

6007 Complaints Log

- To be updated by JL.

6008 Staff Away Day 2013

- It was agreed to stage a staff day (for half a day) in mid February 2013 with a focus on the three year plan. DB to host.

6009 AOB

(JAS joined the meeting)

Annual Cost of Living Increase

- JAS confirmed that the University are paying their staff a 1% cost of living increase in December.
- A proposal was put to the MC to pay Union staff in January. It was confirmed that this proposed increase has been budgeted. The MC agreed to award 1% cost of living increase in January 2013.
- It was agreed to take the proposal to the SMT meeting to ask if they wish to take the increase or forego it.

Uplift of annual leave entitlement for grades 1-4

- The proposal to give an extra day annual leave for grades 1-4 was agreed by JCNC and MC. It was agreed this will run from year three service for student staff and Officers.

HERA

- DB discussed withdrawal of HERA with Brian Summers. BS affirmed he will follow this up with Cecile Piper, Director of HR, in order to offer some kind of transition period. JAS to review further.

Enquiry from Santander

- DB stated he had received an enquiry from Santander asking to set-up a stall on a weekly/fortnightly basis in an area with high student footfall. The Hive area was suggested.
- Following discussions it felt it would not be acceptable for Santander to set-up in The Hive and to suggest another area out of Union House.

Club Nights – Students Only

- A suggestion to run club nights for students only was endorsed by Brian Summers and Annie Grant. It was confirmed that should these club nights incur a loss of income, the shortfall would be made up by the University.
- It was agreed the student only club nights would be open for students plus a guest and alumni up to two years.
- Forms of identification was discussed for the student only club nights, whether to incorporate a "swipe" identification off campus cards or to introduce an electronic scanner which will scan bar codes on the cards. DB to discuss further with Annie Grant.

Student Ban from Union House

- SC raised a recent incident which involved a student who has been reported on several occasions in the past for unruly behaviour.
- The meeting discussed how to introduce a system for recognising repeat offenders and subsequently taking appropriate action or banning them altogether.
- It was suggested that after three reported offences, the student concerned would be asked to attend a review panel to discuss the nature of the offences.
- It was agreed to take the recommendation to SOC and subsequently to Council for approval.
- DB to discuss further with NR.

Christmas drink after Council

- A Christmas drink and mince pie to be given to all Council members after the meeting on Thursday 6th December.

Holiday Request

- SC requested 2nd January 2013 off as annual leave. This was agreed by the MC.

6010

Date of next meeting

- Monday 17th December 2012
Commencing 10:30am
Boardroom, Union House