

Minutes from the **Physical Activity Committee** meeting held on Thursday 10th May at the Seminar Room, Dundee University Sports Union.

Present

Juliet Balfour (JB) Chair
Jacqui Stone (JS)
Jackie Davidson (JD)
Alan Francis (AF)
Anna Anderson (AA)
Debby Sargent (DS)
Hazel Ednie (HEd)

In Attendance

Matt McIlwaine
Megan

WELCOME, AND SCENE SETTING

1. Juliet welcomed everyone to the meeting including Matt and Megan from Anna's Sports Union Executive. It was noted that Chris Berry had officially resigned from the committee.
2. *Minutes 24/04/07*: The minutes were agreed as an accurate record.
3. *Matters Arising*: JS offered an update on the meeting of the Academic Heads of Department. They had elected Ray Lloyd from Abertay as Chair and would convene their next meeting at the SUS conference in June where they would think further about the remit for the group and their potential joining of SUS.
4. JB confirmed that she was becoming a member of BASES and will be attending their conference from 11-13th September. She would also express an interest to become part of the exercise practitioners interest group.
5. JB had circulated the motivational interviewing information and it was agreed to deal with it regionally.
6. BEBO was agreed to be left at the moment but it would be kept in mind for the future.
7. Nominations were being accepted for Sports Person of the Year, Sports Team of the Year and Volunteer of the Year. Any nominations are to be sent to Stew.
8. Committee nominations for those wishing to re-stand had to be sent to JS in writing prior to the AGM.
9. It was agreed that SUSPAC would complete the 12 mile Great Scottish Walk and JS would submit the entry form and pay the entry fee. This would be completed in aid of Sporting Chance.

ACTION

JB

All

All

JS

Commonwealth Bid Meeting

10. Thanks were offered to Alan for hosting the previous meeting. It was felt that the commonwealth briefing had been informative and had offered an excellent insight into the Games bid process. The deadline for decision was in November and so it was suggested that we invite the team to the Christmas Seminar to present how the HE sector can help in the run up to the Games.

JS

Presidents' Induction Day

11. JB and AA would plan the content and any ideas should be sent by email. The session should be kept interactive and highlight the added benefits to being involved. The SUSPAC newsletter would be a good tool for this too.

JB & AA

Other Business

12. *Dates for 2007-08* – Dates for forthcoming meetings were looked at:
- 13. 2nd July – 12-5pm St Andrews
 - 14. 30th August – Active Age Festival St Andrews
 - 15. 8th October – 11-4pm Heriot-Watt
 - 16. 5th December – 11-4pm Aberdeen
 - 17. 18th January – 11-4pm Stirling
 - 18. 3rd April – SUSPAC Roadshow Abertay
 - 19. 13th May – 11-4pm Paisley
20. *Act Outside the Box*: Ideas for equipment and group types for the conference session should be sent to AA who was requested to run the session on the day. All
21. *Last Meeting*: JB thanked everyone for their input and efforts through the year and looked forward to another productive year ahead.

Newsletter

22. JS set the deadline for content as the 25th May in order to allow time to get the newsletter printed through Edinburgh University. Everyone confirmed their input for the relevant sections. JB would act as proof-reader before going to print. All

Flyers

23. Once flyers were ready they should be sent round the committee for comment. Four will then be ready for publication alongside the newsletter in June. The format for each one should be the same based on A5 size and should have SUSPAC committee, month and year at the bottom. All

Good Practice Guide

24. JD would finish the screening good practice guide for publication with the newsletter in June and it was suggested that the next topic could be procedures for working with children. JD

Active Age Festival

25. It was decided that a start of 11am for the first session would be useful with participants arriving in St Andrews from 10.30. The day would run until 3pm and then from 3-5 there will be time to look around St Andrews or walk along the beach etc. The first session from 11-12 would be a group exercise session and this would be followed by a 30 minute talk/presentation and then lunch from 12.30-1.15. The afternoon would have the choice of activity sessions from 1.15-2.45 and then there would be a group shake down finish from 2.45-3. It was hoped to have practitioners this year offering taster sessions throughout the afternoon. JS would look into sponsorship as last year and at the cost of Tshirts which would be detailed on the booking form for people to pre-order. More thought would follow through email with invitations to be sent out by the 8th June. JS All

Actions List

Join BASES Exercise Practitioners Group	JB
Send Nominations for Awards to Stew	All
Email a nomination to JS if re-standing for committee	All
Entry for Great Scottish Walk	JS
Invite Games Team to Christmas Seminar	JS
Plan Content for Presidents' Induction Day	JB & AA
Ideas for Conference Activity Session to AA	All
Newsletter Content to JS by 25 th May	All
Completed Flyers to be emailed round group	All
Complete Good Practice Guide	JD
Active Age Festival Research	JS
Invitations for Active Age Out by 8 th June	All