

Précis and action points from the AU Forum meeting held on Wednesday 31<sup>st</sup> August 2011 at Dundee University.

***Present***

Nicola Scott (NS)  
Chris Purdie (CP)  
Andrew Hall (AH)  
Sophie Warburton (SW)  
Karen McKellar (KM)  
Pete Hollier (PH)  
Catrin Dickson (CD)  
Pete Burgon (PB)  
Melvin Henley (MH)  
Adam Downie (AD)

***Not present***

Leo Howes (LH)  
Katie Dudgeon (KD)  
Sam Trett (ST)  
Alistair Adamson (AA)

***In Attendance***

Fiona Mathie (FM)  
Ross Simpson (RS)

**WELCOME INTRO AND SCENE SETTING**

1. NS welcomed all to the first SSS AU Forum and thanked all for coming and Dundee for hosting the meeting. NS informed the committee that papers will be sent out two weeks in advance of meetings and feedback is expected one week prior to the meetings.
2. Conflicts of Interest - None were noted
3. *Notes from previous meeting 26/05/2011* were reviewed and approved as an accurate record.
4. *Matters arising:* Alcohol policy, NS to send round. Handover document, FM to be sent round.

**ACTION**

NS  
FM

**Terms of Reference**

5. Draft Document which required feedback and input from the Committee. PB gave background of SUSF & SUPEA and the importance of AU Forums. RS added that the AU Forum stays within committee, need presidents in other committees to speak up and feedback to AU Forum.
6. Small discussion was had on the document and suggestions were made on the aim of the AU Forum with MH suggesting a more detailed aim was needed but SW and CD responding that the document is kept vague as used for future years and operational plan will have aims.
7. NS suggested rewording the second paragraph, keeping it vague, RS recommended making the Operational Plan the main focus in the document. - All Agreed.
8. A small discussion was had on having SSS, College and Staff representation at the AU Forums. PB expressed how important it was to have SSS staff in attendance for their advice and feedback. CD enquired how many college reps would be attending. SW suggested setting up a College Forum and having Chair from Colleges attend AU Forum and Chair from AU Forum attend College Forum. RS added no issues for several years due to College structure, option to come and see how Universities run and ask for help and opinions, then re-visit in a few years. All happy to include Colleges in future meetings. RS suggested having a breakout session at Christmas Seminar for Colleges.
9. NS will make suggested changes and email all with updates

NS

NS

## Operational Plan 2011-2012

10. NS updated all on the operational Plan and explained all the points.
11. Small discussion was had on the plan with various suggestions; page 1 points are large and it was suggested that certain areas should have priority. Page 2, good starting point, a lengthy discussion was had on the Olympics and creating mini events within the Universities, applying for funding to run events. It was agreed that each institution would host their own events and that SSS would help to promote athletes and project that were being run. All to send event calendars to NS.
12. Discussion on NUS and the national campaign for Wednesday afternoons to be free for sport. Email NS by 16<sup>th</sup> September.

ALL

## Committee Discussions

9. NS asked the group what the best way to report back was. PB suggested that all keep up to date on the Minutes from the meetings and that they wouldn't need a paper report. RS explained that individuals need to feedback otherwise it is pointless.

### **SSS Exec**

10. Meeting not been held yet.

### **PDC**

11. Meeting not been held yet. Conference feedback will be discussed, special interest groups and the Christmas Seminar.
12. Re-branding is also in the process, presentation and survey being sent out to members. Some had issues with presentation not working. FM to fix and re-send.

FM

### **Comps**

13. CD updated on the recent Comps meeting. Operational plan, summer update was given that the meeting. Reffin Brilliant was also discussed with it being essential to market it to students. 6 different sports. RS added the current update on Reffin Brilliant, Universities could help towards costs and hand select students to attend.
14. College Finals being held in Motherwell, Conference Cup Finals in Dundee.

### **SSSPAC**

15. Active Age Festival was a success at RGU with over 70 participants. Dance Festival being organised, venue to still be decided. 1000 Mile Challenge to be promoted throughout all Universities.

### **Marketing**

16. Meeting not been held yet.

## AOB

17. All encouraged to sign up to HBHM to increase physical activity and mental awareness. Closing date was 31<sup>st</sup> August. If anyone required more information or support contact NS.
18. RS updated on MARS, submit detailed plan of what you would like to do. More information being sent out shortly.

19. Club photos, NS asked the group whether a 20 minute slot would be possible for a photographer to come in for a chat. All agreed.
20. Football combined leagues, RS gave an update, good feedback, all colleges on board, majority of Universities, creating extra teams, facilities booked in different regions. Sending out email with deadlines. CP had a concern regarding Stirling's region. RS to send out what leagues look like.

RS  
RS

### **Actions List**

Alcohol policy to be sent round	NS
Handover document to be sent round.	FM
Make changes to Terms of Reference and email all with updates	NS
All to send event calendars to NS.	All
Email NS Wednesday afternoon availability for sport by the 16th of September	ALL
Re-branding Presentation FM to fix and re-send.	FM
Combined Football leagues, RS to send out deadline	RS
Combined Football leagues, RS to email out what leagues will look like	RS