



**AU Presidents Forum  
Minutes  
29/01/2010  
Dundee University**

**Present:**

Beth Montgomery	GCU
Bryan Carson	Heriot-Watt
Ollie Cruickshank	Napier
Laura Hayward	Edinburgh
Sam Roberts	St Andrews
Stephen Flavahan	Glasgow (SFL)
Dave Hegarty	RGU

**In attendance:**

Stew Fowlie (SF)	SUS
Ross Simpson	SUS
Jacqui Stone	SUS
Niall Sturrock	Non student rep

**Apologies:**

Phil Gallagher	Strathclyde
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Arnaud Bastianelli	UWS
Peter Burgon	Abertay
Sarah McMichael	Dundee
Jamie McDonald	Stirling
Christine Duncan	Aberdeen

**1: Welcome and scene setting**

- 1.1 LH welcomed everyone and thanked everyone for coming. A special welcome was given to JM for attending his first AU forum. LH thanked SM for hosting the meeting in the room in a field.
- 1.2 The minutes were approved as an accurate record.
- 1.3 There were no conflicts of interest.

**2: Notes of last meeting**

2.1 – Matters arising, not elsewhere on agenda

*BUCS mediation* – SF informed the group of RF's role and checked that everyone had been included in the recent email from RF. SFL to forward on to those who have not yet received it. It is unknown how RF's findings will be presented to the group.

*Sailing Insurance* – It was discussed that at events if another uni borrows your club's boat then the insurance is not valid. The cost is very expensive to cover for other users. Everyone is asked to discuss with their clubs to make sure everyone is aware. It was discussed that a central cost at an event be investigated. LH & SR to investigate costs of issue and SF to contact SUSA about issue.

**3: Committee reports**

3.1 – PDC

PB updated the group on Conference venue and asked for any contacts for trade fair. OC & BM to help PDC with t-shirt quotes. The group were also updated on the marketing committee's progress with the phone application and banner idea. SF asked that everyone makes sure that their incoming president is aware that they should attend the 3 days of conference in Aberdeen.

3.2 – SUSPAC

BM updated the group on the up and coming Dance Festival and asked everyone to advertise around their universities to get people signed up. BM also discussed the issue of getting more people aware of the SUSPAC flyers, and requested any suggestions.

### 3.3 – Comps

BC updated the group that all conference cup finals will be held at Dundee University on 24<sup>th</sup> March. This will include sports normally played on the weekend. Everyone was asked to make their clubs aware of this, and make every effort to support the day. There was a lengthy discussion on the suggested title change of SDC's.

### 4: Handover project update

The group shared information that they used within their institutions. The group each agreed that they would focus on improving their own handovers. There were several good practices shared. It was agreed that everyone would look at the SUS handbook and feedback on it. SF & JS to allocate sections, and then at the next AU forum all the work will be compiled together.

Good examples included:

Introducing incoming presidents to contacts around the uni

Keeping notes of any problems had through out the year

Some unis have handover folders / documents

One uni has a contract over lap of a month

Job descriptions

Handover week

Include incoming presidents in as much activity as possible once elected into their role

Encouraging attendance of incoming presidents at the last AU Forum

Stressing the importance of attending SUS Conference for new presidents

Directing new presidents to the SUS Handbook

AGM dates were then discussed:

Dundee – 15<sup>th</sup> March

Napier – 8<sup>th</sup> March

Stirling – 22 April (elections 23<sup>rd</sup> March)

Edinburgh – 29<sup>th</sup> April

RGU – 30<sup>th</sup> March

St.Andrews – 19<sup>th</sup> march

Aberdeen – 5<sup>th</sup> May

Strathclyde – 23<sup>rd</sup> March

Glasgow – 18<sup>th</sup> March

UWS – 30<sup>th</sup> April

GCU – 4<sup>th</sup> March

Heriot-Watt – 25<sup>th</sup> march

Abertay

### 5: The climax of the BUCS season

SF went through important BUCS regulations to be aware of during Knock outs. Several discussions and questions were had involving knock outs and conference cups.

Rules that were highlighted: 12.10 – 12.12.4, 13.1-13.13 & 15.5.4-15.5.11.

### 6: AOCB

NS requested that rep squads be announced via email to AU's and Directors.

RS asked on behalf of Jenni Lloyd if any unis would be able to help the colleges with officials for basketball and rugby events coming up soon.

Next meeting – 09/04/2010 SUS HQ

### Action List

SFL to email the RF correspondence to those who have not received it yet

LH & SR to investigate costs of sailing insurance issue

SF to contact SUSIA about insurance issue

OC & BM to help PDC with t-shirt quotes

All to make sure incoming presidents are aware they should attend 3 days of conference

All to make own institutions aware of SUS Dance festival bookings  
SF & JS to allocate parts of SUS handbook to presidents  
Presidents to improve and feedback on these sections for next AU forum