

STEERING GROUP

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Minutes of the Steering Group meeting held on Tuesday 06 December 2011 at 5.15 p.m.

Present:                    T. French                    J. Crossland  
                                  A. Lombard                L. Yu  
                                  J. Grundy

In Attendance:        C. du Couëdic de Kerérant  
                                  I. Bruce

The minutes of the meeting held on Thursday 01 December were approved.

40 <b>DECLARATIONS OF INTEREST</b>	<b>ACTION</b>
A. Lombard, L. Yu and J. Crossland declared an interest in minute 42.	
<b>41      UNION PARLIAMENT TRAINING</b>	
All elected Officers who failed to attend a training session without submitting an apology would be deemed as having missed a Union meeting.	
Agreed to email the Officers informing them of this decision.	J. Grundy
<b>42      AUTUMN TERM REPORTS – LATE SUBMISSIONS</b>	
All elected Officers who failed to submit an end of term report would be given the opportunity to submit their report for presentation to the first meeting of Parliament next term. Failure to submit a report, would be deemed as having missed a Union meeting.	
Agreed to email Members of Parliament to inform them of this decision.	J. Grundy
<b>43      RECORDING OF VOTES</b>	
The new system of recording votes will be used for the first time at this evening's Parliament.	

44 **UNION PARLIAMENT 06.12.11 - PROXY**

H. Symington will represent R. Blackmore.

45 **TIMESHEETS**

T. French presented the latest set of Executive Officer Timesheets.

*C. du Couëdic de Kerérant left the meeting.*

46 **APOLOGIES**

**AM 08.11.11**

More information from I. Luqman was received. Agreed to rule the apology from I. Luqman valid. As this is the second Union meeting missed, to write to I. Luqman to see if the officer has the time necessary to fulfil the commitments of the role.

J. Grundy

**UP 06.12.11**

Apologies from D. Schneider, O. Jones, S. Unhachirangrak, I. Luqman, J. Chan E. Revell and S. Sharkey were ruled valid.

Apology from C. Davis was ruled invalid

Agreed to request further information from M. Mukwawaya.

J. Grundy

47 **ATTENDANCE REGISTER**

C. Davis, J. Gouveia, A. Obhi, N. Albargothy, M. Idres, J. Appleyard and S. Sharkey have missed one commitment without a valid apology. Agreed to email the officers to explain that if they miss two further Union meetings without a valid apology they will be deemed to have resigned their post.

J. Grundy

C. Asmah, M. Tissera, M. Poland and K. Kamjula have missed two commitments without a valid apology. Agreed to email the officers to explain that if they miss one further Union meeting without a valid apology they will be deemed to have resigned their post.

J. Grundy

48      **STEERING GROUP MEETINGS TO DISCUSS PROPOSALS**

The Bye Laws of the Union are unclear as to whether students are permitted to attend Standing Committees of the Union.

Following discussion, it was agreed (by 3 votes to 1 - A. Lombard voting against) that meetings of Steering Group, for the purpose of discussing proposals, would be closed to observers. Only the proposer would be able to attend these meetings.