

# Executive Board Summary



**14<sup>th</sup> January 2008**

Summary of the Executive Board meeting held on 14<sup>th</sup> January 2008.

## **Health and Safety Report**

Michele Collie reported the following:

- Health and Safety procedures were now almost completed.
- Risk assessments had still to be put in place
- New Fire Alarm system being installed this month
- Staff induction procedure now in place
- Training and evaluation for all staff now in place
- Faults lists being dealt with weekly
- Audits being completed on a regular basis

A copy of a Newspaper cutting (see attached) giving details of Union closures throughout the country was then discussed.

It was agreed that RGU Union is striving to succeed and a list of positive achievements was distributed to all Board members.

Josh Capaldi to produce a presentation from the list which will be presented at SMAG, AGM and perhaps the University's Executive Board and Governors.

## **Student Association Shop**

It was agreed that time was required to look at the Shop and that various ideas including installing a photocopier and perhaps a computer in the window needed further discussion.

Michele Collie and Lynsey agreed to arrange a visit to the shop in the near future.

## **Sustainability issues – membership of EAUC**

It was agreed after discussion that the SA should join the EAUC at a cost of £200.00.

It was noted that the SA were required to tackle "green" issues and membership of EAUC would give access to resources, policy statements, guidance etc.

## **Constitutional Review**

A sub-committee was formed to discuss the Constitutional Review in readiness for the AGM.

## **NUS**

It was agreed that Mike Dey, Scottish Director, NUS be invited to come to the Union to discuss fees etc.

Michele Collie to arrange the meeting before 1 February.