

Minutes of the 2018-9 SEEC ANNUAL GENERAL MEETING

Friday 25th January 2019 at Friends House, London NW1 2BJ

In attendance:

Darryll Bravenboer (Chair)	University of Middlesex
Sue Cordell	Bishop Grosseteste University
Helen Corkill	Chartered Management Institute
David Jenkins-Handy	International Compliance Association
Heather Rosa	Institute for Optimum Nutrition
Angela Garrod	Membership Development Manager

Apologies for absence:

Corinne Boz	University of Cambridge
Merlin Harries	King's College London
Allison Wiseman	University of Surrey

1. Welcome

DB welcomed all attendees to the meeting, in particular Helen Corkill who had recently joined SEEC as an individual member.

2. Minutes

The Minutes of the AGM held on 8th December 2017 (Paper A) were approved as an accurate record.

3. Presentation of the Annual Report

- (a) DB introduced the Chair's report on SEEC activity during 2017/18 (Paper B), highlighting the work that had begun in earnest to ensure future sustainability. The meeting noted that discussions with UALL were underway, centred around a proposal that SEEC could become a network of a reorganised UALL but retaining the SEEC brand. Whilst the scoping and development project had yet to begin, an undertaking of UALL funds would enable SEEC to continue operating for the first half of the year.
- (b) It was noted that efforts to work more closely with NUCCAT had generated an MoU but that in practice there was no opportunity for joint activity.
- (c) AG reported that new memberships were not being actively pursued during negotiations with UALL. DJH suggested that individual membership was likely to be the growth area in the future, and AG was asked to explore membership models offered by the AEPL, the CMI and the CIPD, and to consider approaches about working with SEEC.

AG
- (d) DJH asked for an opportunity to review the Webinar held in October, and AG undertook to send him access details.

AG

- (e) The meeting accepted the Chair's report.
- (f) DB introduced the accounts papers for 2017/18 (Paper C), clarifying that the Trustees had managed SEEC's finances carefully in the knowledge that funds were finite. An injection from UALL was important at this stage. The meeting accepted the accounts.

4. Confirmation of the Board of Trustees for 2018/19

The Board of Trustees was confirmed as follows:

Darryll Bravenboer (Chair)	University of Middlesex
Phil Berry	The Open University
Corinne Boz	University of Cambridge
Merlin Harries	King's College London
Peter Gambles	Retired from the University of Oxford
Sarah Macdonald	Pearson College London
Heather Rosa	Institute for Optimum Nutrition

5. Membership Status for 2018/19

AG reported that two long-standing member institutions (UWE and UWL) had decided not to renew their SEEC membership when their respective 3-year memberships had come to an end in 2018. More recently, Regent's University had been lost with the resignation of Kate Armstrong as Trustee. However, individual membership had grown with three additions in twelve months, and new Trustee Merlin Harries was to pursue membership at King's in due course.

6. Future Plans

DB reiterated the intention that SEEC activity would continue under the umbrella of a refreshed UALL, with new opportunities to mobilise the membership and drive future activity. It was agreed that the collective support provided by SEEC was important, and that relationships with the Office for Students and the Institute of Apprenticeships would be useful for advocacy on behalf of members. More events should be facilitated to provide further networking which was seen as invaluable.

7. Any Other Business

- (a) No items of other business were raised.
- (b) The Chair thanked all participants for their attendance and formally closed the meeting.