



Clerking CUSU Meetings- For Discussion

The Problems: Length of meetings; length of minutes; problems of neutrality; general hostility to secretary from certain members of CUSU.

Some solutions:

1. Do nothing and hope that someone will volunteer and a replacement Executive Secretary can be found.
2. Look at CUSU Staff Contracts to see if one of them could minute in the evening in exchange for some time off work. Also consider if meetings could be moved earlier in the day in order to facilitate this.
3. Make Executive Secretary a paid post. Around £100 (£20 a meeting) per term might find a volunteer without overly squeezing the budget.
4. Rethink style of minuting. Only record announcements and questions in full and just list names of those who speak for and against motions during a debate. Borrow laptop so the minutes do not have to be transcribed. Set up a rota of Sabbaticals (half a term each) or full Executive (about one meeting each per year) to minute with CUSU Chair putting the resulting minutes into a standard CUSU style.
5. A combination of the above.



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