



Council of Military Education Committees of the Universities of the United Kingdom

Executive Committee Meeting

to be held on Thursday 19th May 2022 from 1100hrs to 1500hrs at the Conference Room, ULOTC, Yeomanry House, Handel Street, London, WC1N 1NP.

Agenda

Apologies for absence should be sent to the COMEC Secretary Jason Norris at secretary@comec.org.uk

1. Introductions

2. Apologies

- To Receive: Apologies for absence.

3. Minutes

- To Confirm: The Minutes of the Executive meeting held on 17th February 2022 (COMEC_Exec_2022_05_A1)

4. Matters Arising

- To Consider: Any matters or action points arising (COMEC_Exec_2022_05_A2)

5. Reports

- To Receive: An Executive Summary from the following:
 - i. Chairman's Report (COMEC_Exec_2022_05_B)
 - ii. Treasurer's Report (COMEC_Exec_2022_05_C)
 - iii. Defence People Report (COMEC_Exec_2022_05_D1)
 - iv. Royal Navy Report (COMEC_Exec_2022_05_D2)
 - v. Army Report (COMEC_Exec_2022_05_D3)
 - vi. Royal Air Force Report (COMEC_Exec_2022_05_D4)

- 6. Ukraine Humanitarian Appeal – Disasters, Emergency Committee:**
 - To Consider: A proposal from the Chairman.

- 7. COMEC Constitution & MEC Terms of Reference:**
 - To Consider: The final draft COMEC Constitution and Terms of Reference from the Chairman (COMEC_Exec_2022_05_E)

- 8. COMEC Prize**
 - To Receive: An update from COMEC Prize Adjudicators on the number of nominations received and a breakdown by USU.

- 9. Engagement**
 - To Receive: An update from Mr A Smith on the feedback from the April 2022 MEC / COMEC Forum.
 - To Receive: The MEC awareness survey report drafted by Professor M Siva-Jothy and considerations for COMEC and the constitution noting the need to move MECs from “reporting” to “supporting”. (COMEC_Exec_2022_05_F)

- 10. Conference**
 - To Receive: An update from the Vice-Chair on planning for the COMEC AGM & Conference at RMAS.
 - To Approve: The draft conference programme (COMEC_Exec_2022_05_G)

- 11. Membership of the Executive**
 - To Receive: An update from the Secretary on nominations for the three upcoming Executive vacancies.

- 12. Any Other Business:**
 - To Consider: Any other business at the discretion of the Chairman.

- 13. Dates and Venues of Future Meetings:**
 - To Consider: The dates and venues of future meetings subject to pandemic restrictions:
 - Tuesday 13th – Thursday 15th September 2022 AGM & Conference (RMAS, Army)
 - Thursday 24th November 2022 (ULOTC, London)
 - Thursday 16th February 2023 (Virtual Microsoft Teams Meeting)
 - Thursday 18th May 2023 (ULOTC, London)

- To Note: Meetings will no longer be offered over Teams when the meeting is in person. Virtual Teams Meetings will continue for the February Executive meetings only.