



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

Executive Committee Meeting

**to be held on Thursday 16th May 2024 from 1100hrs to 1500hrs at 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 22nd February 2024 (COMEC_Exec_2024_05_A1)

4. Matters Arising

- To Consider: Any matters or action points arising (COMEC_Exec_2024_05_A2)

5. Chairman's Report

- To Receive: An Executive Summary from the Chairman (COMEC_Exec_2024_05_B)

6. Treasurer's Report

- To Receive: An Executive Summary from the Treasurer (COMEC_Exec_2024_05_C – to follow)

7. Reports from the Service Staff Officers

- To Receive: An Executive Summary from each of the Service Staff Officers:
 - a. Royal Navy (COMEC_Exec_2024_05_D1)
 - b. Army (COMEC_Exec_2024_05_D2)
 - c. Royal Air Force (COMEC_Exec_2024_05_D3)
 - d. Defence People - (COMEC_Exec_2024_05_D4)

8. Nominations to the Executive Committee

- To Receive: An update from the Secretary on upcoming vacancies and nominations received.

9. COMEC Prize:

- To Receive: An update from Ms C Kinhead

10. COMEC Constitution & MEC Terms of Reference:

- To Receive: An update from Rev Professor J P Taylor.

11. Conference

- To Receive: An update from the Vice-Chair on planning for the COMEC AGM & Conference at RAF Cranwell.
- To Approve: The draft conference programme (COMEC_Exec_2024_05_E – to follow)

12. Any Other Business:

- To Consider: The Executive to consider a formation of a working group to see how MECs are financed. The Chairman noted this will be considered at the May meeting when the Treasurer is present.
- 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:
 - 3rd – 5th September 2024 AGM & Conference (RAF Cranwell)
 - Thursday 21st November 2024 (ULOTC, London)
 - Thursday 20th February 2025 (Virtual Microsoft Teams Meeting)
 - Thursday 15th May 2025 (ULOTC, London)