



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

Executive Committee Meeting

**to be held on Thursday 19th November 2020 at 1100hrs to 1230hrs using
Microsoft Teams**

Agenda

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

1. Apologies

- To Receive: Apologies for absence.

2. Minutes

- To Confirm: The Minutes of the Executive meeting held on 3rd September 2020 (COMEC_Exec_2020_11_A1)
- To Receive: The draft Minutes of the AGM meeting held on 3rd September 2020 (COMEC_2020_11_A2)

3. Matters Arising

- To Consider: Any matters arising

4. Chairman's Report

- To Receive: An Executive Summary from the Chairman (COMEC_Exec_2020_11_B)

5. Treasurer's Report

- To Receive: An Executive Summary from the Treasurer (COMEC_Exec_2020_11_C)

6. Reports from the Service Staff Officers

- To Receive: An Executive Summary from each of the Service Staff Officers:

- a. Royal Navy (COMEC_Exec_2020_11_D1)
- b. Army (COMEC_Exec_2020_11_D2)
- c. Royal Air Force (COMEC_Exec_2020_11_D3)
- d. Defence People (COMEC_Exec_2020_11_D4)

7. Conference

- To Resolve: Confirmation of timing, venue, proposed agenda and COMEC Executive involved in planning of the COMEC Conference 2021 (Vice-Chair)

8. Relations with MECs

- To Consider: Means of improving engagement, including:
 - a. Asking a few MECs per Executive meeting for a brief report on their activities.
 - b. Designation of a member of the Executive as a contact for each MEC (COMEC_Exec_2020_11_E)
 - c. MEC Chair Teams Meetings
 - d. Issues raised by MEC Chairs at the introductory meeting

9. Publications

- To Consider: “The Challenge of Complexity” proposed Occasional Paper from Tayforth MEC (COMEC_Exec_2020_11_F)

10. Prize

- To Resolve: Appointment of adjudicators

11. Any Other Business:

- To Consider: COMEC Secretary Appointment Review
- To Consider: Any other business at the discretion of the Chairman.

12. Dates and Venues of Future Meetings:

- To Consider: The dates and venues of future meetings subject to pandemic restrictions:
 - Thursday 25th February 2021 (TBC: ULOTC, London)
 - Thursday 20th May 2021 (TBC: ULOTC, London)
 - Wednesday 1st – Thursday 2nd September 2021 (RAF Halton, Conference)
 - Thursday 18th November 2021 (TBC: ULOTC, London)