



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

**Executive Committee Meeting**

**to be held on Thursday 18<sup>th</sup> November 2021 from 1100hrs to 1500hrs at ULOTC,  
Yeomanry House, Handel Street, London, WC1N 1NP and Microsoft Teams  
(subject to connectivity)**

**Agenda**

Apologies for absence should be sent to the COMEC Secretary Jason Norris at [secretary@comec.org.uk](mailto: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 1<sup>st</sup> September 2021 (COMEC\_Exec\_2021\_11\_A1)
- To Receive: The draft Minutes of the Annual General meeting held on 1<sup>st</sup> September 2021 (COMEC\_Exec\_2021\_11\_A2)

**4. Matters Arising**

- To Consider: Any matters or action points arising (COMEC\_Exec\_2021\_11\_A3)

**5. Chairman's Report**

- To Receive: An Executive Summary from the Chairman (COMEC\_Exec\_2021\_11\_B)

**6. Treasurer's Report**

- To Receive: An Executive Summary from the Treasurer (COMEC\_Exec\_2021\_11\_C)

#### **7. Reports from the Service Staff Officers**

- To Receive: An Executive Summary from each of the Service Staff Officers:
  - a. Royal Navy (COMEC\_Exec\_2021\_11\_D1)
  - b. Army (COMEC\_Exec\_2021\_11\_D2)
  - c. Royal Air Force (COMEC\_Exec\_2021\_11\_D3)
  - d. Defence People (COMEC\_Exec\_2021\_11\_D4)
- To Receive: An update on the DTUS / DSUS implementation

#### **8. COMEC Prize**

- To Consider: The Chairman requested the COMEC Prize criteria be discussed at the November COMEC meeting with specific input from the Service Staff Officers. (COMEC\_Exec\_2021\_11\_E)

#### **9. COMEC President**

- To Consider: The Chairman would be pleased to consider possible candidates for the next COMEC President.

#### **10. Engagement**

- To Receive: The Chairman requested Professor P Ivey, Ms C Kinkead and the Treasurer investigate HE engagement further with the Army Engagement Group once Maj R O Wilson's replacement is in post. Ms C Kinkead will report at the November meeting.

#### **11. Conference**

- To Receive: Feedback from the 2021 COMEC Conference at RAF Halton (COMEC\_Exec\_2021\_11\_F1 & COMEC\_Exec\_2021\_11\_F2)
- To Consider: Feedback from the COMEC Conference Workshop (COMEC\_Exec\_2021\_11\_G)
- To Resolve: Confirmation of timing, venue, proposed agenda of the COMEC Conference 2022

#### **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:
  - Thursday 17<sup>th</sup> February 2022 (Virtual Microsoft Teams Meeting)
  - Thursday 19<sup>th</sup> May 2022 (ULOTC, London)
  - September 2022 AGM & Conference (Army)
  - Thursday 24<sup>th</sup> November 2022 (ULOTC, London)