



YOUR UNION. YOUR VOICE.

UCD Students' Union Limited

Student Centre,
UCD, Belfield,
Dublin 4.

Tel +353 1 7163108
Fax +353 1 7163109

**UCDSUL
Executive Meeting
28 August 2014**

Present:

Feargal Hynes (President) FH
Maeve De Say (Welfare & Equality Officer) MDS
Amy Fox (Undergraduate Education Officer) AF
Anabel Castañeda (Graduate Education Officer) AC
Conor Rock (Arts Convenor) CR
Laura Brohan (Business & Law Convenor) LB
Cian Byrne (Engineering and Architecture Convenor) CB
Mollie Bruton (Health Science Convenor) MB
Melanie O'Donovan (Human Sciences Convenor) MOD
David McElligott (Science Convenor) DME
Éanna Ó Braonáin (Oifigeach na Gaeilge) ÉÓB

In Attendance: Devin Finneran (Secretary of Students' Union Council)

Meeting starts at 6.10pm

Questions on Reports

President

CR – What are FCU's? What is the plan for SU clinics campus wide?

FH – Fan System, very complicated! Please forward suggestions to bring to shop management committee, especially from Engineering.

Directors

R. Breslin. | P. de Brún. | F. Carroll.
L. Dockery. | M. Gallagher. | A. Ó Deá.

Company Secretary

H. Malone.

Registered No.

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Graduate Education

CR – How to help with graduate orientation? Should part time officers get involved?

AC – Pilot orientation to get postgrads to mingle with other courses in response to focus group, there is a GradConnect welcome reception which convenors will be welcome to attend and help with.

Education

CR - Can you give more information on ASK programme? Also on the book scheme?

AF – The college already uses the phrase Peer Assisted Learning in another context. We changed the name of our programme to ASK: Applied Student Knowledge, which will provide help, guidance and support from Weeks 3 – 10 in a seminar form. Has been implemented in Science and Law, it's too big a task to go campus wide in one year.

Book Scheme advertising: students will advertise on the online book shop, they can set their own aim and price. Students looking to buy books can contact the seller directly.

Welfare & Equality

CR – Do convenors meet the international students?

MDS – Some of the team will be at the airport, please let us know if you are available.

AC – Will pass the orientation timetable to secretary to circulate.

Business & Law

CR – Can you give a short plan for the mystery tour?

LB – Work with a company to ensure the cheapest quote for students, need to work on a suitable date, will give more information when available.

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FH – Please pass event details to Entertainment Manager to ensure that events do not clash, ideally we would like this to be avoided where possible.

Items to be Discussed

1) **Contracts and Confidentiality**

FH – Contracts previously circulated, Exec to read and sign the contract and ensure it is returned as soon as possible.

2) **College Council plan**

FH – Short description given about how, when and who attends College Council. It is an open meeting but only elected Class Reps or the Convenor are allocated a vote. Class Reps should give verbal reports. It is important to have a good model with the same high standard rolled out campus wide. Both a secretary and vice chair should be elected at the first meeting, attendance and minutes must give consistent and professional results.

3) **Class Rep Constituencies**

FH – If there are any problems with representation in specific constituencies, please pass them onto them me and I will contact the returning officer. We will be ready to confirm the election dates and circulate them before the next exec.

4) **Class Representative recruitment plan**

AF & AC – Important to impress the incoming students. Get them interested in being involved. We need to lecture address to spread the message. A short, fun, update video is necessary for publicity, please send in any suggestions. A class rep mixer is provisionally planned to be held on the Monday before nominations close during Mind, Body and Soul. Voting will then take place in Week Four.

ÉÓB – Often lecturers and faculties pick their own set of representatives.

AF – Those chosen in that manner need to be encouraged to run for class rep.

FH – Contact sabbats if you need help running different class rep recruitment drives.

AF – Different faculties require tailored campaigns.

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5) Women for Election

Discussion held on the services provided and value for money.

FH – What are people's opinions on the programme? Is it a worthwhile partnership?

LB – Women for Leadership seminar (specific lecture provided) sounds good. It might be good to hold seminars and workshops about how to run a campaign etc. after nominations close.

MOD – If these type of workshops were held before close of nominations it may help those considering to run and give them confidence.

CR – But that would expose all those running and even considering it.

MB – LEAD UCD should have enough material to cover the services which Women for Election generally provide.

FH – It would be good to hold workshops after nominations close.

AC – Preferably work towards LEAD UCD programmes. Gender studies lecturers within the college are a great asset as they know the students.

AF – So many women from WXN are connected with UCD and will also be an asset.

FH – Would be great to bring in mentors and it might be possible to get some women from WXN to agree to partake.

AF – Networking breakfasts will be held throughout the faculties during the year.

FH – Leadership programmes will be held over the year.

DME – These programmes should also involve men.

LB – It would be good to involve people from outside the Union as well as past full time officers and possibly past full time officers from other colleges.

Vote: Should we renew our partnership with Women for Election?

There was a unanimous decision not to continue the partnership.

6) Niteline

MDS – Gave background of partnership and the services provided by the company.

FH – The College aren't paying for the services anymore so it's up to the Union Executive to decide whether the service provides value for money for the students.

MDS – Students will be able to access the support of Niteline regardless if the partnership is continued or not. Do we think that this is a good partnership to continue? The third generation of the 'Need a Hand' cards have been produced and these services will be promoted during orientation week.

It was agreed unanimously that the stickers promoting Niteline are effective.

CR – If we don't renew the partnership this year it could push Niteline to work harder.

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MDS – Two meetings were arranged and they failed to attend both times.

Vote: Should we renew our partnership with Niteline?

There was a unanimous decision not to continue the partnership.

FH – Stickers promoting services can be printed and used to cover the old ones from Niteline.

7) Academic Council Representation

FH – There are seats available on Academic Council for student representation and the Union Executive are encouraged to take the seats.

AC – Convenors should take the seats available.

AF – Student input is required. Two examples of what has been passed through this council are the Ad Astra funding and the peer mentoring system. Union representatives will meet prior to the Council to discuss the agenda.

Convenors are to have the first option for accepting seats on Academic Council. Please let Anabel know if you wish to take a seat.

8) Class Rep Survey

AF – A survey will go out towards the end of this week to get feedback from last year's Class Reps.

CR will help the communication and research office to devise and implement the survey.

Items to be Noted

- 1) General updates of the Union
 - Orientation Week - staffing rota
 - Mind, Body and Soul
 - Book Shop
 - LEAD UCD
- 2) Make up of the Union
- 3) Operation of the Ltd. Companies

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Any Other Business

ÉÓB – There is a common problem that members of Union Council do not read the reports of officers. Could we make suggestions as to how to avoid this? Two weeks not reading emails = One absence for council?

FH – Reports need to be spoken about in Council, not just taken as read, the need to be more interactive.

CR – How to send emails to the whole faculty?

AF – Programme office will help with the distribution.

To note: Peer mentor training BBQ at 1pm on Friday, 29 September. It's a good opportunity to mingle and promote the Union.

Next Meeting: Thursday, 4 September at 6pm in the Union Boardroom.

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