



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
11 September 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
Dave McElliot (Science Convenor) DME
Éanna Ó Braonáin (Oifigeach na Gaeilge) ÉÓB

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

Meeting starts at 5.50pm (Meeting with IRFU ends on schedule)

Approval of Minutes from last meeting

Minutes approved

Directors

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

Company Secretary

H. Malone.

Registered No.

514900



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Questions on Reports

FH – Does anybody have some feedback on how the reports are structured?

LB – How much detail is required in reports?

FH – About three or four lines, no major details are required in plans for next week section. The structure should provide an easy way to keep track.

Items to be Discussed

1) Lecture Addressing Timetable – Communication Plan

FH – There are some faculties on campus that very little interaction with the Union, we will have to work hard to cover all of this ground and that is why we have started our rotating clinics.

AF – The convenors will receive a list of dates for clinics in their own faculties to ensure this is rolled out smoothly.

FH – Clinics will be successful depending on how much time we put into them, we need to engage with students and make sure to promote the events properly in advance by letting programme offices know.

MDS – Student advisors are a lot more tech savvy now than they were previously. Get involved with them and work together in each faculty to help spread the word!

FH – We will be going on Res to let students know about Clever Cuisine, the coffee house sessions and for a general chat to see how everyone is getting on. Lecture addressing is the number one form of communication and it is included in your job role. Video update filming will begin next week and they will be released every two weeks to show students what's going on!

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DME – What would be the best form of contacting students?

FH – Contact your programme office and give them a short and snappy message to include in an email. We will be using every medium possible to promote our services.

2) SUSI

FH – The deadline for withdrawal is October 1st, after this date you are liable to pay fees if you stay in college. Students are unable to make informed decisions as they generally only hear if their grant application was successful after the date for withdrawal has passed.

AF – A solution is required.

FH – A press release has been sent out to show our stance on the issue. We have provided two solutions to the HEA, one would be to push the deadline for withdrawal back, the other to make SUSI more efficient. At the minute it is difficult to get in contact with SUSI.

Items to be Noted

1) Freshers' Ball

FH - Everyone will be given a job at the event and you will be representing the Union when you are working. The event management plan is incredibly detailed so it is expected that the event will go off without any problems.

A discussion occurred surrounding some finer details of the event management for the evening.

Any Other Business

FH – Everyone needs to decide which email address they will use as the main point of contact and let us know which one they prefer. This will help us setup forwarding and also to create a circle on gmail.

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FH – Could everyone please send in their plans for Class Rep Recruitment into AF as soon as possible please? There will be a lot of activity during freshers' week and we need to ensure that we still have a large presence!

AF – It will be our last week for a big push, localized recruitment plans will be required y Sunday evening.

FH – These plans don't need to be over-complicated, try to work with societies and programme boards to find suitable students!

AC – Push for recruitment of postgrad reps.

FH – I am aware a lot of Exec are connected to different societies and I need to ensure that we staff our stand as well, it will be very important that we are pushing rep recruitment!

DME – If I work with Science Soc I will be engaging with my target market.

FH – That is a fair point.

Next Meeting: Thursday, 18 September at 6pm in the Union Boardroom.

Meeting Ends: 6:52pm

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