

Agenda for the 1st meeting of UCDSU Executive
Thursday 1st September at 6pm
UCDSU Boardroom

1. Welcome
 - a. Congratulations
 - b. What is exec
 - c. What you should expect
 - d. What we expect
2. Updates
 - . President
 - a. Campaigns and Communications
 - b. Graduate
 - c. Education
 - d. Welfare
3. College Officer plans
 - . Ag and Vet
 - a. Arts and Human Sciences x 2
 - b. Business and Law
 - c. Eng and Arch
 - d. Health Science
 - e. Irish Language
 - f. Science
4. Orientation
 - . Events
 - a. Rota
 - b. Tent
 - c. Class rep recruitment*
5. Important dates for Semester 1
6. PAL initiative brief (Seán Kilgarriff and Lexi Kilmartin)
7. For Approval
 - . Format of future exec (see attached document)
8. Any Other Business
- 9.

Minutes for the first meeting of the UCDSU Executive

1st September 2016

In attendance:

Conor Viscardi (Chair)- UCDSU President [CV]
Lexi Kilmartin (Acting Secretary)- Education Officer and Deputy President [LK]
Luke Fitzpatrick- Campaigns and Communications Officer [LF]
Cian Casey- Graduate Officer [CC]
Liam Brady- Arts and Human Sciences Officer [LB]
Lida Petra O'Shea- Engineering and Architecture Officer [LPOS]
Rebecca Hart- Health Sciences Officer [RH]
Sean Kilgarriff- Science Officer [SK]

Apologies:

Roisin O Mara- Welfare Officer
Francis Roche- Arts and Human Sciences Officer
Joseph Millerick- Agriculture and Vet Officer
Jonathan Byrne- Business and Law Officer

Eoghan Mac Domhnaill- Irish Language Officer

Meeting opened at: 6.10pm

Item 1 (Welcome)

- Agenda, constitution and for approval documents circulated
- Sabbats have been working here for the last few months- have been looking forward to continuing on that work along with the other members of the executive.
- College officers have a very important role in the Union
 - They represent their faculties which consist of huge numbers of students
 - Role is a challenge but presents many opportunities
 - College Officer role as laid out by the constitution read out
- Very important to use platform of exec to discuss and reach conclusions on important matters
- What College officers should expect from Sabbats
 - Communication
 - Help with projects and initiatives
 - Communication very important and to be consistent- communication required both ways- notice for events etc. [RH]
 - Supported and given guidance to help do as good a job as possible [SK]
 - Of course, more than welcome to approach any of us [CV]
- What Sabbats expect from College Officers
 - Contribution to discussion, events etc [CV]
 - Hold Sabbats accountable and contribute to decision making process [CV]
 - Leaving the year as open as possible for College Officers to be actively involved in SU projects [CV]
 - Student focused and student based activities planned for this year- request to actively promote these events and initiatives [CV]
 - College council to held at least twice a semester [LK]
 - Report to Sabbats on class reps engagement and wellbeing, personal and academic wellbeing, ideas and initiatives [LK]
 - Keep us updated on what you're doing [CC]
 - Class rep recruitment esp. Grad class reps [CC]
 - Let us know if any post grad stuff comes up in Programme Board [CC]
 - Class rep recruitment- very important- no skydive as a hook this year [LF]
 - Form changed to make it as easy as possible
 - Better to have a small number of reps that care rather than a large number of reps who don't care
 - Keep an open mind and try to achieve your manifesto goals [LF]
 - Campaign ideas to come from the ground up, communicated through class reps and college officers [LF]
 - Discussion forums
 - Townhalls format
 - Expect attendance and participation in Exec and Council- report to Independent Appeals Disciplinary Board (if a College officer misses 2 or more consecutive executive meetings)
 - What about placement? [RH]
 - Excused if you are on Placement [CV]

Item 2 (Updates)

- President [CV]
 - Report taken as read
 - Internal planning structures highlighted to the Executive team

- Structures to extend to college officers
- Semester 1 timetable (to be presented in item 5)
- Budget 16/17 almost completed (waiting for Board of Directors approval- 15th September)
 - 50,000 euro for community development
 - Collaborative projects for exec team relating to engagement
- Housing
 - Daft.ie and TCDSU collaboration for digs highlighted
 - Partnership with TCDSU to give a greater scale and reputation to the campaign
 - 8 national newspapers, 3 radio and 1 tv programme appearances to date relating to the campaign
 - Meeting with Minister Coveney regarding the Housing Action Plan and how it relates to student accommodation
 - Meetings with Bursar Gerry O'Brien and President of UCD Andrew Deeks
- Manifesto concept development
 - All in the latter stage of planning and development
- Ents diversity
 - Contact Ents forum or Conor or Luke if you have any ideas
- Campaigns and Communications [LF]
 - Taken as read
 - Working very hard with Campaigns Coordinators to get their campaigns up and running
 - College Officers to keep Luke in the loop with manifesto updates
 - Handbook (Winging it) has taken up most of the summer- based on the team message this year of 'Use and Value'- handbook is a guide to being a UCD student with real, tangible advice- arrives tomorrow
 - How many copies? [LB]
 - 8000 [LF]
 - Distribution to be discussed- main method of distribution through the tent- help needed [LF]
 - Social media is going to be more fun and directed this year
 - Stronger comms plan between Luke and David with targeted communications
 - Ents
 - Fresher's Ball 19th September in the Academy (Monday of Fresher's Week)
- Graduate (CC)
 - Report taken as read
 - Meeting with all Grad programme facility managers to build positive relationships
 - Gradsconnect (September 20th)- help requested from College Officers
 - Met with TCD Graduate Students' Union
 - Thesis centre deal almost finalised
 - Troubleshooting guide for post-grads to be released
- Education (LK)
 - Report taken as read
 - Attended many meetings including Governing Authority and programme boards
 - Policy book and union structures and governance best practice
 - Exam logistics and planning
- Welfare
 - Absent
 - Will present at next exec
 - On placement (nearly done!)

Item 3 (College Officer Plans)

- Ag and Vet
 - In absentia
- Arts and Human Sciences (LB)
 - Stage 3 modules have smaller intake- less choices- try to increase intake
 - Halloween Dress up competition
 - Wifi router in the basement of Newman (FR)
 - IT services contacted
- Business and Law
 - In absentia
- Eng and Arch (LPOS)
 - Working on manifesto plans
 - Eng and Arch buildings are far apart- trying to close the distance (socially and Physically)
 - Work with Engsoc and Archsoc
 - Cross disciplinary talks for Eng and Arch students
- Health Science (RH)
 - Met with Adrienne and PK to book Health Science Ball
 - Forming a ball committee to consist of class reps and others
 - Spoken to all of the networks to try sort out mobile phone signal in Health Sciences Building
- Irish Language
 - In absentia
- Science (SK)
 - Working on module advice guide (to be discussed in Item 6)
 - Working to get in recycling bins
 - Issue that there is nobody to man them (LF)
 - Setting up a meeting with head of waste management in UCD (LF)
 - In contact with Science Society auditor
 - 2nd hand book sale (19th September) in Science shutter room

Item 4 (Orientation) [LF]

- Events
 - We've have a lot
 - Need help with Fugitive Gaelach, Orientation BBQ, Teachers vs. Students match
 - Tent is important
- Rota
 - To be circulated
- Tent
 - Push class rep recruitment
 - Distribution of the handbook
 - All help appreciative
 - Tent layout discussed
- Class Rep Recruitment
 - New class rep form
 - Forms to be returned to the corridor

Item 5 (Important dates for Semester 1)

- Orientation week (5th-9th September)
- Welcome Back (12th September- facebook event)
- Freshers' Ball (19th September)
- Gradsconnect and Trad Tuesday Launch (20th September)
- Mind Body and Soul Week 3

- Class rep nominations close Tuesday 27th September
- Class Rep elections 5th and 6th October (results 7th October)
- First council (Monday 10th October)
- La na Gaeilge (11th October)
- Alternative Careers Fair (12th October)
- Class rep training (14th-16th)
- Domino's Ball (20th October)
- Christmas day (1st December)

Item 6 (PAL initiative brief)

- Survey posted in all facebook class groups (SK)
 - Select module and give advice for success in that module
 - Would you recommend this module?
- Prize of an iPad mini 2 (LK)
- Results to be compiled based on the modules (SK)
- Stretch out into other faculties (LK)
- Close on 21st September (LK)

Item 7 (For Approval)

- Format of future Executive meetings
 - Edits: 7/13 not 7/12 and added items for approval (Item 6)
 - Approved by all members

Item 8 (AOB)

- DearFirstYearMe to run under the name of 'Winging It UCD' (LF)

Exec closed at: 8.02pm