**UL Student Council 2021 / 22**

**Meeting 1**

# Minutes

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|  | **Meeting** | **:** | **UL Student Life Council** | | | |
|  | **Date** | **:** | **September 28th 2021 (Semester 1 – Week 4)** | | | |
|  | **Venue** | **:** | **Zoom** |  | | |
|  | **Time** | **:** | **6pm** |  | | |
|  | **Members: Cillian O’ Donohue, Alice Hynes, Jordan Cassells, Seán Ó’ Maoilchiaráin, Rania Shadeed; Louis Pemble; Cían Ó’ Caoinleáin; Vishal Manuhar; Alan Enright; Deepak Venkatasuresh; Vivin Viswanath; Darren Heffernan; Karan Gupta; Denver Joseph Saldanha; Emily Timmins; Edel Straum; Ben Fitzgerald Kiely;**  **Izzabella Parkinson; Joe Drennan**  **In Attendance: Gillian O’ Gorman; Siobhán Wilmott; John McDermott.**  **Apologies: Louis Pemble** | | | | | |
| ***No.*** | ***Items***  Cían welcomed everyone to Student Council. | | | | ***Responsible*** | ***Time Allocation*** |
| **1.** | **Minutes and Matters Arising**  Minutes of Council Meeting – 13th April 2021  The Minutes of Council meeting from 13th April 2021 were approved.  Proposed by: Cían Ó’ Caoinleáin Seconded by: Alice Hynes | | | | Cían | **5 Mins** |
| **2.** | **Meeting Business** | | | |  |  |
| **a.** | Meeting Dates for the Year  The meeting dates were shared on screen.  ○ Executive Meetings ○ Council Meetings  ○ Student Forums ○ Class Rep Forums  ○ Student Officer Elections ○ Charity Week.  Council approved the meeting dates.  Proposed by: Cillian O’ Donoghue Seconded by: Jordan Cassells | | | | Cían | **5 mins** |
| **b.** | Meeting Format  Cían & John covered the meeting format.  ● Agenda items  **Submission Dates for Agenda Items & Exec Reports**   |  |  | | --- | --- | | Student Council Agenda Items Due  Semester One | Student Council Agenda Items Due  Semester Two | | **Date & Time** | **Date & Time** | | 7.10.21 | 10.02.22 | | 21.10.21 | 24.02.22 | | 4.10.21 | 10.03.22 | | 18.10.21 | 24.03.22 | |  | 07.04.22 |   ● Exec Reports  The work of each student representative member of Exec is included in the Exec reports. Members of Council are expected to read the reports in advance of each Council meeting. Exec will summarise their reports at Council.  ● AOB  Cían explained that in the past meetings would be very long because members added items under Any Other Business. It is recommended that all agenda items are submitted early. | | | | Cían & John | **5 mins** |
| **c.** | PVA  Cían explained that all members of Council can apply to the President’s Volunteer Awards. The Award recognises the voluntary contributions of students to campus & beyond.  John advised Council to keep a record of time spent attending Council meetings and also Council work outside of fortnightly meetings.  Council members were advised to submit hours regularly each week to avoid full last minute submissions at the end of the academic year. | | | | Cían | **5 mins** |
| d. | Introductions  Gillian welcomed everyone to Council and introduced her role as Head of Leadership & Representation Department in UL Student Life. The department is responsible for upholding the Representation framework along with the constitution and bye-laws. Every decision that is made within Leadership & Representation goes to Student Council. Gillian, Siobhán & John work together in the department and attend meetings to support members of Exec & Council in their roles. Gillian encouraged members to make Council a meaningful experience for all. Be engaged and ask questions.  Siobhán did an ice-breaker activity for everyone introduce themselves;  1. Name  2. Preferred Pronoun  3. Role on Student Council  4. One Goal for your time on Student Council  Students were put into breakout rooms to share their best & cringe-worthy experiences since returning to UL. | | | | Siobhán | **20 mins** |
| e.  3  4    6    7  9  11  16  17  18  31  32    33  34 | Council Bye – Law (What is Student Council & Format)  Siobhán & Cían went through went through a number of points in the Council Bye – Law  Apendix One (Cían)  Student Council Standing Orders – important points Each speaker shall address himself/herself solely to the Chairperson.The Chairperson shall ensure, wherever practicable, that speakers for and against the question under discussion address the meeting alternately.The Chairperson may leave the Chair at any time to contribute to the debate but must formally pass the Chair to the Deputy Chair for the rest of that item.The Chairperson shall have a casting vote.The Chairperson shall have general responsibility for ensuring that discussion is conducted in an orderly fashion and that speakers are not interrupted except as provided for in these standing orders.Every motion or amendment which shall be proposed or any report given, shall thereafter be open for discussion.If, at any time, there is no discussion, the Chairperson may inquire whether there is any opposition and, if not, shall declare the motion carried.Procedural motions are used to move the debate along and empower students to take control of the debate and make sure it is moving in an appropriate direction.Procedural motions shall require a seconder.A point of information shall consist of brief and relevant information offered to or asked from the speaker.Voting shall be by a show of hands unless otherwise called for. At an online meeting voting shall be by an online poll.The Chairperson shall then declare the result.Decision shall normally be by simple majority. Siobhán covered a number of areas within the bye-law  1. Purpose.  2. Function.  3. Membership, voting and attendance.  4. Roles.  5. Notice of meetings, agenda and motions.  6. Proceedings at meetings.  7. Holding Executive to account.  8. Review of Bye Laws and Student Union Policy. | | | | Siobhán & Cían | **10 mins** |
| f. | Communication  John informed Council that all communication moving forward would be through the Microsoft Teams Student Council page. | | | | John | **2 mins** |
| g. | Training  Cían will be delivering Leadership training to Council.  NStEP training for Department Reps.  Diversity & Inclusion training.  The Law Society may give training on writing motions.  Action: John to circulate Class Rep Forum Eventbrite link & NStEP Training link to Department Reps. | | | | Siobhán | **10 mins** |
| h. | Executive Reports  President (Cillian)  ○ Looking into a safe return to campus for students.  ○ TakIng steps to deal with accommodation crisis.  ○ Creating of a one stop shop UL Mobile App for students.  ○ New student centre tendering process has completed.  ○ Working on celebratory event for graduates of 2020 & 2021.  ○ Voted against approval of Aramark due to Direct Provision.  ○ CAMPG - decision to provide online provisions for students who could not come back to campus.  ○ Took part in Orientation webinars for incoming first year students to in Week 3.  ○ Attended Community Liaison Committee on 17th Sept.  ○ Freshers Week is going well. Good atmosphere in the courtyard.  ○ Organised for a student to design a return to campus map.  ○ Engaged with media outlets around returning to campus and accommodation for students.    Academic (Alice)  ○ Student Rep recruitment campaign in Weeks 1 to 5.  ○ Class Rep Forum taking place on 6th October.  ○ Advocating for online resources for students to be available on SULIS.  ○ Presented on the Orientation webinar.  ○ Recorded new video pieces for Class Reps & Council.  ○ Pushing for celebratory event for graduates of 2020 & 2021.  ○ Worked with Siobhán & John in updating the Student Representation Handbook.  ○ CAMPG (return to campus / advocated 2 separate start dates / pushed for the re-introduction of a Reading week).  ○ Involved in the development of the SSOs/ SISC working relationship.  ○ Using social media to keep student reps informed.  ○ Using pop up stands to engage with students & promote rep roles.  ○ Seán & Alice met with the Housing Minister Darragh O’ Brien to discuss the student housing crisis.  Welfare (Seán)  ○ Delivered consent workshops in Week 3.  ○ Working on campaigns (Feel Good Fridays / Anytime of the Month).  ○ Dealing with an increased volume of accommodation queries.  ○ Organised a Pride flag to placed on flag pole outside Plassey House during Pride month.  ○ Gave a welcome talk & information to School of Medicine students orientation.  ○ Assisted in the re-introduction of the Lidl bus for students.  ○ Have monthly meetings with Éist and PSU on strategies to deal with student needs / issues.  ○ Part of Sexual Health & Wellbeing group for students.  ○ Also a member of UL Consent Framework Policy Review Group.  ○ Keeping an active presence on social media.  ○ Has engaged with the Press on student welfare issues.      Communities (Jordan)  ○ Developing a Student Communities Engagement plan.  ○ Representing student needs (Sanctuary students / student parents / visiting International students).  ○ Campaigns (International Holidays & Diversity Week).  ○ Presented at UL Global Welcome event.  ○ Presented at Mature Student Welcome Programme.  Meetings  ○ Attended Community Liaison Committee meeting.  ○ Attended an Access Equality & Student Affairs Committee meeting with Cillian & Seán.  ○ Attended Kilmurry Residents meeting.  ○ Attended conferring ceremonies meeting with student officers.  ○ National Action Committee meeting.  ○ ULSL Strategic Planning day.  ○ Attended Race & Ethnic Minorities forum.  Representation Recruitment  ○ Meet with SISC / SSOs to identify student communities.  ○ Pop-up stands to recruit student reps. | | | | Exec | **15 mins** |
|  | AOB  Election of Deputy Chair  Edel Straum was elected Deputy Chair of Council.  Proposed by: Cían Ó’ Caoinleáin Seconded by: Seán Ó’ Maoilchiaráin | | | |  |  |

**Duration: 80 minutes Next Meeting: 12th October 2021**