

# UCCSU Executive Meeting Minutes

Date: 31/01/2023

Time: 17:00

Location: North Wing Conference Room



<b>Attendance</b>	Action
<ul style="list-style-type: none"><li>- President</li><li>- Deputy President, Communications &amp; Engagement Officer</li><li>- Education Officer (Online)</li><li>- Welfare Officer</li><li>- Commercial &amp; Fundraising Officer</li><li>- SEFS College Representative</li><li>- B&amp;L College Representative</li><li>- M&amp;H College Representative</li><li>- CACSSS College Representative</li><li>- Equality &amp; Diversity Representative</li><li>- Environmental &amp; Sustainability Representative</li><li>- Irish Language &amp; Culture Representative</li><li>- Postgraduate Representative</li><li>- Mature Student Representative (Online)</li><li>- International Student Representative</li><li>- Council Chair</li><li>- Societies President</li><li>- Clubs President (Online)</li></ul>	
<b>I. Apologies</b> <ul style="list-style-type: none"><li>- Entertainments Officer</li></ul>	
<b>II. Minutes of Last Meetings</b> <ul style="list-style-type: none"><li>- Small correction on who was querying what</li><li>- Socs Executive Rep to send suggestion on clarification of discussion on campaigning within the Hub on</li><li>- Change on Council Chair comments around the discussion of motions of executive</li><li>- Happy to approve subject to above comments</li></ul>	D
<b>III. Matters Arising</b> <ul style="list-style-type: none"><li>- Conflict of Comhdáil and BICS raised at USI CN but overall vote was to approve it for our Week 12</li><li>- For Stars the hotel have been difficult to work with. Looking at alternative venues now.</li></ul> <p><u>Discussion on motions at Executive</u></p> <ul style="list-style-type: none"><li>- 24 responses</li><li>- 20 said it should be allowed</li><li>- 2 were indifferent, 2 said no</li></ul> <ul style="list-style-type: none"><li>- Clarification around motions approved at Exec can be overturned but noted that minutes might not be approved at the time.</li></ul>	

- CE: Would rather people discuss motions at Executive
- Council: Would rather Exec minutes to be there for that Council
- CE: If the motion does pass then people can amend it at the following Council
- If the Executive minutes are immediately released for Council it's possible that it could influence votes because there may be a conclusion come to in
- CE: Discussions in the office or at clinic aren't minuted and people don't know what we're discussing. There's nothing preventing the College Reps giving their opinion at Council.
- At Clinic students give their own opinion on motions
- Pres: Nothing stop the College Clinics mentioning what was said at Exec
- Education: At Council discussion around Exec discussion not substantive about motion
- CE: Rather discussions be minuted than not. Also for future Exec

Majority don't have an issue if there's transparency. We all have good intentions. As long as we act with integrity and honesty, it shouldn't cause issues.

### Standing Items

#### IV. SU Committee Minutes

##### Policy Review Committee

- 2 sets of minutes
- Questions can be brought to co-chairs if needed
- CACSSS: Bringing the structure to Council as that was noted in the minutes but didn't happen.
- CE: In chatting with people we felt it wouldn't be necessary. 2nd Minutes show we're going to talk about motions next and that will also inform the structure so it may be slightly premature.
- CE Asked for any comments on structure
- Gearoid: Question about the codes for policy booklet
- Council: Expiry date is something you want to include?
- CE: Might need to put a specific motion about that to Council. Motions would go for renewal in the last Council of the academic year, 3 years later. When it goes for renewal people can amend the motion or input a new motion. There will likely be updates after 3 years.
- Welfare: Was distinction drawn between policy and mandates?
- Pres: Suggestion to bring Beth O'Reilly to committee. Don't want the Exec to overstep.
- Irish: 4 out of 6 like separation between policy and mandates
- CE: Decided to go with separate booklets between active and inactive and not also separate policy and mandates
- Changing the motions will have to go to the last Council of the year
- Should minutes be sent to Council?
- CE would rather wait
- Pres: No requirement to send minutes to Council
- CE: Class Reps are elected to Policy Review Committee

<ul style="list-style-type: none"> <li>- Education: Committees are SC of Exec and it isn't proper for them to go to Council. Also these minutes are for noting so can I request people with further queries contact the Co-Chairs</li> <li>- Pres: Suggestions that go to Subcommittees to go for approval of minutes being published</li> </ul>	
<p><b>V. Societies Executive Rep</b></p> <ul style="list-style-type: none"> <li>- Currently finishing up the strategic plan</li> <li>- Would like to say that Society Committee Members are student representatives because there was a discussion on that before</li> </ul>	
<p><b>VI. Club Executive Rep</b></p> <ul style="list-style-type: none"> <li>- Had to leave the call</li> </ul>	
<p><b>VII. Appointment of Executive Rep to Strategic Plan Committee</b></p> <ul style="list-style-type: none"> <li>- 30 second speeches for all candidates and then a relative majority vote.</li> <li>- Not minuting speeches or questions</li> <li>- B&amp;L College Rep, appointed as uncontested</li> </ul>	D
<p><b>VIII. Elections Rules &amp; Regulations</b></p> <p style="text-align: center;"><i>*Societies Executive Rep &amp; Irish Rep left the meeting*</i></p> <ul style="list-style-type: none"> <li>- Issue with previous decision on dates for elections because we never received confirmation about Stars.</li> <li>- Because of the change in hotel for Stars we're not going to get confirmation on dates. It will just be subject to availability on either day.</li> <li>- Possibility of continuing with closing voting at 2pm on the third day.</li> <li>- Suggestion about extending the voting hours if we know there won't be a clash</li> <li>- CE: Only in favour of time increase if the voting is performing poorly</li> <li>- Most footfall on campus between 10am and 2pm</li> <li>- General Election Standing Orders amended to close voting at 2pm on the third day with results at 5pm.</li> <li>- Approval of General Election Standing Orders unanimous</li> <li>- Will tell people during the candidates briefing about the impact of the Single Use Plastic Policy and what limitation exist on campaigning</li> </ul>	D
<p><b>IX. EWG Focus Groups</b></p> <ul style="list-style-type: none"> <li>- Equality &amp; Diversity Representative taking this agenda item</li> <li>- EWG will be organising focus groups over the next few days</li> <li>- Tomorrow is Disability Rights Focus Group. Others will follow after</li> <li>- Going to be asking students their opinion</li> <li>- Irish: What structure do we have for them</li> <li>- Equality: Leaving it to each of the Rights Reps. Have the Disability Rights Rep structure.</li> <li>- CE: Send details on LGBT Rights Focus Groups to Welfare Officer once you have the details</li> <li>- Gender is on next Tuesday</li> <li>- CE: Is it worth postponing tomorrow's working group? Not huge amount of</li> </ul>	IS

<p>sign ups. It wasn't on our LinkTree.</p>	
<p><b>X. GDPR Contract</b></p> <ul style="list-style-type: none"> <li>- As part of governance project the GDPR practices were identified as a risk</li> <li>- Asha spoke to our lawyers about getting it fixed. They put us onto a group who are one of the best in the country, have worked with TCDSU</li> <li>- Met with him in November and he sent this document. Then met in Cork recently. Has some team locally that are glad to work with us</li> <li>- Big spend and will take 6-8 months. Hopefully done for crossover but crossover will then include training on this</li> <li>- Will start mapping out current SU compliance and what we need to get done.</li> <li>- We will need to figure out if we need a Data Protection Officer. They can also provide this service but that's to be sorted out at the end of this consultation.</li> <li>- He will want to speak to Part-Timers about cleaning up GDrive data and old files that we shouldn't still have access to.</li> <li>- Lot of situations where Executive Representatives process data <ul style="list-style-type: none"> <li>- Casework</li> <li>- Elections</li> <li>- Welfare Funds</li> <li>- Student Disciplinary Data</li> <li>- Etc.</li> </ul> </li> <li>- Long term it's to protect the Executive</li> <li>- It also provides us with protection against attempts to remove our autonomy through governance project</li> <li>- Environ: Think the quote is extraordinarily high.</li> <li>- Request to the college that they pay this fee. If they don't then he won't charge us</li> <li>- Mature: Thought the quote was reasonable considering the amount of time that is being put in.</li> <li>- Pres: They'll be coming into our office a few days a week at the start</li> <li>- Enviro: Is there an issue with her taking the documentation from our office</li> <li>- Pres: She has an etransfer thing that should cover it</li> <li>- CE: Happy to ask legal firm I used to work at what their thoughts are on the quote?</li> <li>- Pres: He understands that we're an unincorporated association</li> <li>- Education: Felt he understood the dynamic of the SU with the university and will be helpful with teasing out the situations where there's a data transfer.</li> </ul>	<p>DIS</p>
<p><b>XI. SU Strategic Plan Consultancy Proposal</b></p> <ul style="list-style-type: none"> <li>- Meeting held the hour before this</li> <li>- Committee are happy to proceed with the consultancy proposal</li> <li>- Asha meeting with Shane tomorrow at 10am</li> <li>- Some queries raised about the feasibility of their suggested timeline. There are some awkward alignments of dates with RAG week etc.</li> <li>- Group have a very good understanding of SU structure and turnaround required</li> <li>- Documentation to be sent <ul style="list-style-type: none"> <li>- Lecture Recording Survey Report</li> <li>- Menti Feedback</li> <li>- Minutes of Exec, EWG, SC's</li> <li>- Old Strategic Plan</li> <li>- Crossover Documents</li> </ul> </li> </ul>	<p>DIS</p>

<ul style="list-style-type: none"><li>- List of Committees</li><li>- Officer Reports</li></ul>	
<b>XII. Date of Next Meeting</b> <ul style="list-style-type: none"><li>- 16th February 2pm</li><li>- Dora Allman Room</li></ul>	
<b>XIII. Any Other Business</b> <ul style="list-style-type: none"><li>- No AOB</li><li>- Argument about funding for water bottles</li></ul>	
<p style="text-align: center;"><b>Action Items</b></p> <ul style="list-style-type: none"><li>- Exec members who have queries re SU Committees to follow up with relevant Chairs</li></ul>	