



Mary I Students' Union | Aontas na Mac Léinn  
Executive Committee Meeting Minutes

Date: 12 | 09 | 2023

Week: 01

Time: 12pm

Location: MS Teams

**Present:** President, VP Academic, VP Student Experience and Wellbeing, Thurles Officer, Irish Officer (Oifigeach Gaeilge), EDI Officer

**Apologies:** None

**Absent:** Thurles Student Activities Officer

### 1. Welcome and Apologies

The President welcomed everyone to the meeting.

### 2. Future Exec Meeting Time

The time for future exec committee meetings during the semester was not agreed. Officers based in Thurles needed to first confirm their tutorial times before committing to a specific time.

### 3. Part-time Officer Plans Ahead

The President read the plans for part-time officers captured in exec training on Thursday, 31 August, 2023. All the officers approved their work plans.

### 4. Election of 2 Union Council Representatives

The Irish Officer (Oifigeach Gaeilge) volunteered to represent the committee on union council. The Thurles Officer and the EDI Officer would rotate if no permanent second representative was elected. It was agreed that the second representative would be elected after the by-elections in October.

### 5. Sabbatical Officer Reports

#### President

- Attended Senior Management Team meeting
- Participated in Thurles and Limerick Orientation
- Met MIC President
- Attended Sabbat Class Address Scheduling briefing
- Produced Governing Authority report
- Attended MISU – MTU Cork SU meeting
- Organised sabbat clinic during orientation
- Attended Elaine Coaching Session
- Planned student tours
- Produced Park N' Ride video for social media

- Handled Thurles canteen issues
- Attended Weekly Sabbat Catch-Up

### VP Academic

- Developed class address schedule
- Attended Sabbat Class Address Scheduling briefing
- Participated in International Students Orientation
- Followed up on pending class rep tasks in planner
- Attended to individual student cases
- Contacted interested class reps
- Attended Academic Regulations Committee meeting
- Participated in Park N' Ride shooting
- Attended to History Department Call
- Attended to INTO call
- Participated in tUdaras report writing
- Toured Thurles campus
- Prepared documents for Elaine's coaching session
- Attended MISU – MTU Cork SU meeting
- Met MIC President
- Attended Elaine Coaching Session
- Participated in PME Orientation
- Attended Weekly Sabbat Catch-Up

### VP Student Experience & Wellbeing

- Attended Placement Appeal Hearings
- Prepared for Mental Health Week
- Attended Equality Committee meeting
- Met MIC President
- Undertook Class Rep Preparation
- Participated in Park N' Ride video shoot
- Took part in writing tUdaras report
- Dealt with accommodation issues
- Participated in Limerick and Thurles Orientation
- Handled repeat and appeal student queries
- Attended Weekly Sabbat catch-up

## 6. Matters Arising

- i) Thurles Canteen – The President would like to know and meet the new canteen manager.
- ii) Accommodation – It was noted that John Randles (the MIC Accommodation Manager) does not respond to student queries. The VP Student Experience and Wellbeing will follow up the issue.
- iii) UGM – all executive members are expected to attend and present their reports in the first UGM scheduled for 28 September at 4pm.

- iv) Union Council Meeting Time – the proposed time (4pm) might need adjusting as second year students in Thurles have classes up to 6pm. The VP Academic will look into the matter.

## 7. Any Other Business

- a) 2023/24 Executive Officer Training

The training was generally described as successful. It was, however, noted that two days was rather too long for the training; only a day would do in future. It was also observed that the presentation by the Communications and Services Co-ordinator should be given first of between that of the General Manager and the Finance Co-ordinator.

- b) Election of Returning Officer

The need to elect a returning officer for MISU by-elections was noted. By-elections will be held on 5 October, 2023 to fill three vacant positions on the executive committee: Post Grad Officer, Welfare Officer, and Limerick Student Activities Officer. John, the former Thurles Officer, was nominated as returning officer. The President encouraged the committee to continue proposing names of former union leaders to take up the post.

## 8. Date & Time of Next Meeting

Tuesday 19 September 2023 in MISU Meeting Room/MS Teams