
Schedule 1: Sub-committees of Union Council

Approved by Union Council – 06.10.2022

As per Article 8.94 of this Constitution, the following shall be the standing sub-committees of Union Council;

1.1 Thurles Campus Class Rep Committee

1.1.1 The Thurles Campus Class Rep Committee shall be the forum for the Thurles Campus Class Reps to bring forward any issues, concerns or ideas they have in relation to the Thurles Campus as well as to provide feedback.

1.1.2 The Committee shall also assist MISU in encouraging students on the Thurles campus to engage with MISU events, activities and Clubs & Societies as well as in general college life.

1.1.3 Class Representatives from the Thurles Campus shall be required to;

1.1.3.1 Meet with the Thurles College Officer on the Thurles Campus the week prior to Union Council meetings,

1.1.3.2 Attend Class Rep Training on the Limerick Campus and two other Union Council Meetings on the Limerick Campus, one in semester one and one in semester two,

1.1.3.3 Participate at the remaining Union Council meetings either in person or through Video Conferencing Software.

1.1.4 The following is the membership of the Committee;

1.1.4.1 MISU President,

1.1.4.2 MISU Thurles College Officer,

1.1.4.3 Class Representative for each year of each of the following cohorts;

BA in Education, Business Studies and Accounting,

BA in Education, Business Studies and Religious Studies,

BA in Education, Irish and Religious Studies,

BA in Education, Irish and Business Studies,

BA in Education, Maths and Irish Studies,

BA in Education, Maths and Business Studies.

1.1.5 The quorum for meetings of the Committee shall be 50%+1 of the membership.

1.1.6 The Thurles College Officer shall chair the Committee. In the absence of the Thurles College Officer, the MISU President or nominee shall chair the Committee

1.1.7 A secretary for the Committee shall be elected at the first meeting and they shall take minutes of each meeting.

1.2 MISU Constitutional Review Committee

1.2.1 The Constitutional Review Committee shall be tasked with ensuring that the MISU Constitution is relevant and legally sound.

- 1.2.2 The membership of the Constitutional Review Committee shall be;
- 1.2.2.1 MISU President,
 - 1.2.2.2 MISU Vice-president,
 - 1.2.2.3 MISU General Manager,
 - 1.2.2.4 One representative from the MISU Executive Committee,
 - 1.2.2.5 One representative from the MISU Advisory Committee.
- 1.2.3 The Committee’s membership shall be approved at the inaugural meeting of Union Council.
- 1.2.4 The Committee shall be chaired by the MISU President.
- 1.2.5 A secretary for the Committee shall be elected at the first meeting and they shall take minutes of each meeting.
- 1.2.6 The Committee shall meet on an annual basis, or as deemed necessary, to review the constitution and identify if amendments are required.
- 1.2.7 Where the Committee recommends amendments to the Constitution, these shall be drafted by the Committee, and presented to the Executive Committee and Union Council for discussion.

1.3 MISU Disciplinary Committee

- 1.3.1 The Disciplinary Committee shall deal with complaints made in relation to members of the MISU Executive Committee, MISU Union Council, or MISU Clubs and Societies’ Committees.
- 1.3.2 The Committee shall also deal with complaints made in relation to MISU Elections, as per Articles 11.8.2 and 11.8.5 of the MISU Constitution.
- 1.3.3 The membership of the Disciplinary Committee shall consist of;
- 1.3.3.1 MISU President,
 - 1.3.3.2 MISU Vice-president,
 - 1.3.3.3 One representative from the MISU Executive Committee,
 - 1.3.3.4 The Chairperson of MISU Union Council,
 - 1.3.3.5 Four representatives from MISU Union Council,
 - 1.3.3.6 Three representatives from MISU Clubs & Societies Council,
 - 1.3.3.7 MISU General Manager (in an Advisory Capacity).
- 1.3.4 The membership of the Committee to be filled by representatives from Union Council shall take place at the second meeting of Union Council.
- 1.3.5 The membership of the Committee to be filled by representatives from Clubs & Societies shall take place at the first meeting of Clubs & Societies Council.
- 1.3.6 The Committee shall be chaired by the MISU President. If the MISU President is subject of a complaint or the complainant then the Committee shall elect a Chairperson from the Committee’s membership.
- 1.3.7 At its first meeting, the Committee shall nominate a member to act as Secretary and that person will be responsible for the Committee’s communication with both the complainant and

the respondent.

- 1.3.8 The quorum for a meeting of the Committee is 50%+1 of its membership.
- 1.3.9 No Committee member shall sit on the Committee if they are a witness, potential witness, the complainant, the respondent or directly connected with either the complainant or the respondent.
- 1.3.10 The Disciplinary Committee shall be subject to the procedures as set out in the MISU Disciplinary Procedures, which are attached in Schedule three.

1.4 MISU Appeals Committee

- 1.4.1 The Appeals Committee shall deal with an appeal by a Union member to a decision made by the Disciplinary Committee.
- 1.4.2 The membership of the Appeals Committee shall consist of;
 - 1.4.2.1 One representative from Union Council,
 - 1.4.2.2 MISU Advisory Committee Chairperson,
 - 1.4.2.3 One other representative from the MISU Advisory Committee,
 - 1.4.2.4 Two former MISU Sabbatical Officer,
 - 1.4.2.5 An external Staff nominee from another Students' Union.
- 1.4.3 The membership of the Committee to be filled by representatives from Union Council shall take place at the second meeting of Union Council.
- 1.4.4 The MISU Advisory Committee Chairperson shall chair the Committee.
- 1.4.5 A secretary shall be elected at the first meeting and they shall take minutes of each meeting.
- 1.4.6 The Committee shall meet as required.
- 1.4.7 The Appeals Committee shall be subject to the procedures as set out in the MISU Disciplinary Procedures, which are attached in Schedule three of the Constitution.

1.5 MISU Academic Committee

- 1.5.1 The Academic Committee shall be tasked with assisting the Vice President/Academic Officer, with developing and reviewing an education policy for the Union.
- 1.5.2 The Committee shall also be tasked with ascertaining the needs of students, gathering feedback from students and discussing issues, which are relevant to student academic life.
- 1.5.3 The membership of the Academic Committee shall be;
 - 1.5.3.1 The Vice-President/Academic Officer,
 - 1.5.3.2 MISU Thurles College Officer,
 - 1.5.3.3 One Class Representative for each of the following cohorts:
 - B.Ed,
 - B.Ed and Psychology,

BA,
BA ECCE,
BA CATS,
BA in Education, Business Studies and Accounting,
BA in Education, Business Studies and Religious Studies,
BA in Education, Irish and Religious Studies,
BA in Education, Irish and Business Studies,
BA in Education, Maths and Irish Studies,
BA in Education, Maths and Business Studies.

- 1.5.4 Union Council shall elect the Class Representatives for each cohort at the second Union Council meeting of the Academic Year.
- 1.5.5 The quorum for meetings of the Committee shall be 50%+1 of its membership.
- 1.5.6 The MISU Vice-President shall chair the Academic Committee.
- 1.5.7 A secretary for the Committee shall be elected at the first meeting and they shall take minutes of each meeting.
- 1.5.8 The Committee shall meet twice per semester.
- 1.5.9 Representatives from the Thurles campus shall participate at the meetings, which shall take place on the Limerick campus, either in person or through Video Conferencing Software.
- 1.5.10 The Committee shall report to the Executive Committee after each meeting and shall present an annual report of its work to the MISU AGM

1.6 MISU Welfare Committee

- 1.6.1 The *Welfare* committee shall assist the President and the *Welfare* Officer, with developing an annual *Welfare* programme for MISU which caters for all students.
- 1.6.2 The membership of the *Welfare* Committee shall be;
 - 1.6.2.1 MISU President,
 - 1.6.2.2 MISU Vice-president,
 - 1.6.2.3 MISU General Manager,
 - 1.6.2.4 MISU *Welfare* Officer,
 - 1.6.2.5 Two representatives from Union Council,
 - 1.6.2.6 Six members from the general union membership, representing a diverse cross-section of the Union.
- 1.6.3 The membership of the committee to be filled by representatives shall be elected by Union Council at second Union Council Meeting of the Academic Year.
- 1.6.4 The membership of the committee to be filled from the general Union membership shall be filled by the President and approved by Union Council.
- 1.6.5 The quorum for meetings of the Committee shall be 50%+1 of its membership.
- 1.6.6 The Committee shall be chaired by the MISU *Welfare* Officer or by the MISU President (or nominee) if the position of *Welfare* Officer is vacant.

- 1.6.7 A secretary for the Committee shall be elected at the first meeting and they shall take minutes of each meeting.
- 1.6.8 The Committee shall meet twice per semester.
- 1.6.9 The Committee shall report to the Executive Committee after each meeting and shall present an annual report of its work to the MISU AGM.

1.7 MISU Equality, Diversity and Inclusion Committee

- 1.7.1 The Equality, Diversity and Inclusion Committee shall be tasked with advising the MISU Equality, Diversity and Inclusion Officer on issues pertaining to welfare & equality in MIC.
- 1.7.2 The Committee shall assist the MISU Equality, Diversity and Inclusion Officer in the development, promotion and running of campaigns for the student population, ensuring that all sections of the student population are catered for.
- 1.7.3 The membership of the Equality, Diversity and Inclusion Committee shall be;
 - 1.7.3.1 MISU President,
 - 1.7.3.2 MISU Equality, Diversity and Inclusion Officer,
 - 1.7.3.3 MISU Thurles College Officer,
 - 1.7.3.4 Two representatives from Union Council,
 - 1.7.3.5 Four representatives from the general Union membership who represent the diversity amongst the student population, including the International Student cohort.
- 1.7.4 The membership of the committee to be filled by representatives shall be elected by Union Council at the second Union Council meeting of the Academic Year.
- 1.7.5 The membership of the committee to be filled from the general Union membership shall be filled by the President and approved by Union Council.
- 1.7.6 The quorum for meetings of the Committee shall be 50%+1 of the membership.
- 1.7.7 The Committee shall be chaired by the MISU Equality, Diversity and Inclusion Officer or by the MISU President (or nominee) if the position of Equality, Diversity and Inclusion Officer is vacant.
- 1.7.8 A secretary for the Committee shall be elected at the first meeting and they shall take minutes of each meeting
- 1.7.9 The Committee shall meet twice per semester and shall report to the Executive Committee after each meeting.
- 1.7.10 The Committee shall present an annual report of its work to the MISU AGM

1.8 MISU Irish Language Committee

- 1.8.1 The Irish Language Committee shall be tasked with advising and assisting MISU and the MISU Irish Language Officer with the promotion of the Irish language and Irish heritage, arts and culture.

- 1.8.2 The membership of the Irish Language Committee shall be;
- 1.8.2.1 MISU President,
 - 1.8.2.2 MISU Irish Language Officer,
 - 1.8.2.3 MISU Thurles College Officer (or nominee),
 - 1.8.2.4 Two representatives from Union Council,
 - 1.8.2.5 Four representatives from the general Union membership, who represent a diverse cross-section of the Irish language inclusive cohorts across the student body.
- 1.8.3 The membership of the committee to be filled by representatives shall be elected by Union Council at the second Union Council meeting of the Academic Year.
- 1.8.4 The membership of the committee to be filled from the general Union membership shall be filled by the President and approved by Union Council at the meeting after the inaugural meeting.
- 1.8.5 The Committee shall be chaired by the MISU Irish Language Officer, or by the MISU President (or nominee) if the position of Irish Language Officer is vacant.
- 1.8.6 A secretary for the Committee shall be elected at the first meeting and they shall take minutes of each meeting.
- 1.8.7 The quorum for meetings of the Committee shall be 50%+1 of the membership.
- 1.8.8 The Committee shall meet twice per semester and shall report to the Executive Committee after each meeting.
- 1.8.9 The Committee shall present an annual report of its work to the MISU AGM.

1.9 MISU Clubs & Societies Council

- 1.9.1 Clubs & Societies Council shall be the forum for MISU Clubs and Societies to provide an update on their activities, give feedback on and discuss any issues which they have.
- 1.9.2 The membership of Clubs & Societies Council shall be:
- 1.9.2.1 MISU Student Activities Officer from Limerick,
 - 1.9.2.2 MISU Student Activities Officer from Thurles,
 - 1.9.2.3 Two representatives from each Club & Society who are registered with MISU.
- 1.9.3 Clubs & Societies Council shall also be the forum for MISU to gather feedback from clubs & societies and ascertain the needs of C&S members.
- 1.9.4 There shall be only one Clubs & Societies Council which meets online, but which will serve both campuses.
- 1.9.5 All MISU Clubs & Societies shall be bound by the procedures as set out in the Clubs & Societies Regulations Document (Schedule three, Appendix three)
- 1.9.6 Chairing of Clubs & Societies Council shall be rotated each semester between the Student Activities Officers from the Limerick and Thurles campuses; if either officership is vacant, then

the one elected officer shall Chair for the full academic year. If both positions are vacant, the MISU President or nominee shall chair the Council.

- 1.9.7 The Student Activities Officer not chairing the meeting shall act as Secretary and take the minutes of the meeting. If either or both positions are vacant, then a secretary shall be elected at the first Clubs & Societies Council from among the Council membership and they shall take minutes of the meeting.
- 1.9.8 The quorum for meetings of the Council shall be 50%+1 of the membership.
- 1.9.9 Each Club & Society shall be required to present an end of year report at the last Clubs & Societies Council.
- 1.9.10 The Council shall meet three times per semester and shall report to the Executive Committee after each meeting.
- 1.9.11 The Council shall present an annual report of its work to the MISU AGM

1.10 MISU Postgraduate Committee

- 1.10.1 The Postgraduate Committee shall be tasked with ascertaining the needs of, gathering feedback from and discussing issues which are affecting the graduate student population.
- 1.10.2 The Committee shall provide advice and assistance to the MISU Postgraduate Officer pertaining to academic issues, as deemed appropriate by the Executive Committee.
- 1.10.3 The Committee shall consist of the following;
 - 1.10.3.1 MISU President,
 - 1.10.3.2 MISU Vice President,
 - 1.10.3.3 MISU Postgraduate Officer,
 - 1.10.3.4 One representative from each of the Taught Postgraduate Courses,
 - 1.10.3.5 One representative from each of the Research Postgraduate Courses,
 - 1.10.3.6 One representative from each of the Professional Masters in Education groups.
- 1.10.4 The membership of the committee to be filled by representatives shall be elected by Union Council at the second Union Council meeting of the Academic Year.
- 1.10.5 Quorum for a meeting of the Committee shall be 50%+1 of the membership.
- 1.10.6 The MISU Postgraduate Officer shall chair meetings of the Committee or the MISU President (or nominee) if the post of Postgraduate Officer is vacant.
- 1.10.7 A secretary for the Committee shall be elected at the first meeting and they shall take minutes of each meeting
- 1.10.8 The Committee, through the MISU President or Vice-President, shall voice the concerns of Postgraduate students at the Research and Graduate Committee relevant college committees.
- 1.10.9 The Postgraduate Officer, or the MISU President, shall update the Committee on decisions taken by the Research and Graduate Committee.

1.10.10 The Committee shall meet twice per semester and shall report to the Executive Committee after each meeting.

1.10.11 The Committee shall present an annual report of its work to the MISU AGM

1.11 MISU Student Engagement Committee

1.11.1 The MISU Student Engagement Committee shall be tasked with ascertaining the needs of, gathering feedback from and developing ideas relating, but not restricted to, on campus activities, the MIC Student Experience, MISU Facilities and the ways to further promote the use of MISU facilities.

1.11.2 The Committee shall consist of the following;

- 1.11.2.1 MISU President,
- 1.11.2.2 Two Representatives from the Executive Committee,
- 1.11.2.3 Two Representatives from Union Council,
- 1.11.2.4 Eight members of the general union membership, which represent a cross-section of Union membership.

1.11.3 The membership of the committee to be filled by representatives from Union Council shall be elected by Union Council at the second Union Council meeting of the Academic Year.

1.11.4 The membership of the committee to be filled from the general Union membership shall be filled by the President and approved by Union Council at the meeting after the inaugural meeting.

1.11.5 Quorum for a meeting of the Committee shall be 50%+1 of the membership.

1.11.6 The MISU President (or nominee) shall chair meetings of the Committee

1.11.7 A secretary for the Committee shall be elected at the first meeting and they shall take minutes of each meeting

1.11.8 The Committee shall meet twice per semester and shall report to the Executive Committee after each meeting.

1.11.9 The Committee shall present an annual report of its work to the MISU AGM