

Minutes

	Meeting	: PSU Executive and Council Meeting
	Date	: 4.11.2020
	Venue	: Teams
	Time	: 17:00
	<p>Attendees: Andrea La Touche, Rania Shadeed, Louis Pemble, Aman Niyaz, Doireann Peelo, Sandrine Ndahiro, Panashe Chikwengo, Vedant Modi, Cian Ó Caoinleáin, Nakuul Marwah, Neha Misri, Aditya Kumar, Afroja Ahmed (Rosy), Elizabeth Tipton, Tom Cranley, Tanvi Parab, Margarita Tretiakova, Michelle Cotter, Niamh, Clara Barbosa Galvao</p> <p>Apologies: Tiwalolu Odesanya</p> <p>Absent: Aisling Cusack</p> <p>In attendance: Aimée McKenzie</p>	
No.	Items	Actions
1.	All the attendees introduced themselves as it was the first meeting of the groups.	
2.	Andrea and Rania presented the Agenda	
3.	Executive Report. At this meeting Andrea and Rania shared the report as an overview of their work so far and their plans for the semester and their term.	
3a.	Revamping of the PSU. A Business Development group was formed, and they are in the process revamping the ulpsu.ie website. There will be a competition for a PSU slogan. They will be creating a new logo for the PSU as well. Rania and Andrea are putting together a visibility plan for when students are back on campus.	Andrea, Rania, Sanjana
3b.	A restructure of the PSU has been underway with the plan for creating policies and procedures for consistency, transparency and a well-structured organisation.	Andrea, Rania, Sanjana
3c.	There has been a deliberate lack of online activities for the PSU as the Officers feel there is an oversaturation of online activities after spending entire days in online classes. The PSU continues to work on ways to engage with the current postgraduate community at UL and is open to suggestions from the Exec, Council and postgrads.	
3d.	The Class Rep system is weak regarding the PG community. The Officers are currently working with Gillian O’Gorman from UL Student Life on ways to increase class reps for postgrads.	Andrea, Rania, Sanjana

3e.	After a successful first ever Postgrad Month last year, the team is looking at ways to develop a second one in February 2021.	Andrea, Rania, Sanjana
3f.	The PSU is hoping to link in with the DP in Knockalisheen for Christmas, to bring gifts to the children. This initiative will be a part fundraiser, part PSU donation.	Andrea
3g.	The PSU shares the concern over the cost of using washing machines for students in UL accommodation. This issue will be raised at UL committees.	Rania
3h.	The PSU is trying to establish a PhD Forum and is working with the Assistant Academic Deans of Research to investigate ways and needs of PhD candidates.	Rania, Sanjana
3i.	The PSU is working on mental health in light of Covid-19, circulating a PG survey to identify needs of PG services and campus services	PSU Team
3j.	In September there was a joint tree planting initiative with Limerick City & Council which the PSU intends on making a yearly event.	Incoming Sabbatical
3k.	Andrea and Rania sit on over 45 UL committees bringing the voice of the postgraduates and raise issues on their behalf.	Sabbatical Officers
3l.	Rania and Peadar from Student Life are developing a workshop for coping mechanisms, combatting isolation and online networking.	Rania
3m.	The PSU plan of action is to plan a Christmas event for postgrads, establish sub-groups for the PSU Exec & Council and get in touch with the postgrad course directors to request they encourage their classes to elect Class Reps.	Andrea, Rania
3n.	The PSU is attempting to engage socially with the PG community, before the lockdown they were hosting three weekend events in the Milk Market in Limerick city centre, as well as city walks. They also held a Halloween competition for best costume with winners receiving One4All vouchers for €50.	PSU Team
3o.	The PSU has resolved the issue of sending emails to all postgraduates. Over the last year and a half, the PSU was unable to send out mass emails due to new GDPR restrictions.	
3p.	The last cohort of PG Masters students faced problems with the ratification of their results which meant they were losing jobs they had secured. The PSU has been bringing the issue to UL over the past few years, fighting to get early submission dates and results. This year, Andrea made additional progress on this issue with results being ratified and securing immediate immigration appointments.	
3q.	COVID/Academic: There has been an increase in students deferring courses due to Covid-19, the need of accessing services has increased for the same reason.	

	The PhD community have Covid related issues around timelines delaying lab work and deadlines. There have been enquiries to change the library hours to offer more hours for PhD candidates once the lockdown is over.	
3r.	The PSU will have online support with the revamping of the website which is imminent. We are looking for suggestions to combat isolation and increase engagement for all PG students.	
3s.	The current number of PG Class Reps is 22. 12/EHS, 4/S&E, 6/KBS	
4a.	There will be teams within the PSU Exec and Council Public Relations: Doiereann Peelo, Aman Niyaz, Nakuul Marwah, Aditya Kumar Equality Team: Sandrine Ndahiro, Panashe Chikwengo, Neha Misri, Afroja Ahmed, Michelle Cotter, Margarita Tretiakova Faculty Officers Team: Elizabeth Tipton, Niamh O'Neil, Clara Barbosa Galvao, Tiwalolu Odesanya PhD Team: Vedant Modi, Michelle Daly, Fernanda Zamboni Advisory Team: Louis Pemble, Tom Cranley, Tanvi Vinod Parab	
4b.	The Exec and Council will be given introductory packs as well as details of their roles	
5	Rania requested approval of two additional PhD roles on Council with the current role moving to Exec.	All in agreement
6	Andrea and Rania requested approval of hiring a Project Manager for a two-year fixed term contract to work on specific projects, policies and structures for the PSU.	All in agreement
7	The PSU Exec has a role of Faculty Officer chosen from the four Faculty Reps on the PSU Council. Niamh stepped forward for the role.	No objections (only Faculty Reps have a say in this matter)
8	The PSU proposed that there is a rule that Sabbatical Officers cannot take their leave the last two weeks of their term/during the handover process.	All in agreement.
9	It was agreed that the Exec and Council meetings would be separate.	
10	The PSU hopes to organise a professional photo shoot for all PSU Exec and Council. The members can opt not to go to campus.	
11	The PSU requested permission from all members to share their photos and bio details on their website and social media.	All in agreement
	AOB	
12	When students have concerns and have brought them to their reps/officers, it is the duty for the reps/officers to bring these issues to the Postgrad President and Vice President to handle the concern.	
13	A PG class was charged for a trip they will not be able to go on due to Covid-19. The class has sent an email to Andrea for the PSU support to take this to the University for a refund.	Andrea

14	Michelle asked if the PSU has engaged with the Enactus group for the Christmas appeal and the Direct Provision. Restart is an initiative through DP the PSU might look at engaging with them. Cian suggested linking in with Mairead Moriarty and John Lannon who are heavily involved.	
15	Healthy UL are looking for new members to join the subgroups. Andrea will share the details.	
16	There will be training sessions, the PSU is looking for your input and suggestions.	
17	A poll will be circulated for the time and date of the next meeting	
18	Meeting adjourned at 18:10	

Duration: 1 hour 10 minutes