

The University of Dublin

Trinity College

Draft Minutes of the Student Life Committee

10th December, 2014

Present: Prof. Kevin O’Kelly (Dean of Students (Chair), Dr. Claire Laudet (Senior Tutor), Dr Erika Doyle (Global Officer Co-ordinator), Mr Brendan Tangney (Warden, Trinity Hall), Ms Deirdre Flynn (Director, Student Counselling Service), Ms. Megan Lee (GSU President), Mr. Adam Hanna (GSU Vice President), Ms. Michelle Tanner (Head of Sports and Recreation), Mr Ian Mooney (SU Welfare Officer), Mr Domhnall McGlacken-Byrne (President TCDSU) , Ms Sue Power (Representing Ms. Leona Coady, Academic Registry), Mr Declan Treanor, (Disability Service), Ms. Claire Buttanshaw (Vice Chair DUCAC), Ms. Caitriona Sheil (Secretary, CSC), Mr Seán Gannon (Director, Careers Advisory Service), Mr. Eanna Drury (Chair, CSC), Rev Julian Hamilton (Chaplaincy), Ms. Kathryn Smith (Library), Mr. Tony Dempsey (Representing Mr. Adrian Neilan, Commercial Revenue Unit)

Apologies: Mr. John Murphy (Director, Information Systems Services), Prof Emma Stokes (Registrar of Chambers), Ms. Eimear Farrell (Deputy Chief Financial Officer)

Absent: Ms Aoife Cox (Manager, Day Nursery & Crèche), Jennifer McCahill (Chair, Publications Committee), David McGrath (Director, College Health Service),

Present: Ms Helen Richardson (Minutes Secretary)

Section A

SLC/14-15/21 Minutes (A.1)

The apologies were noted. The minutes were approved and signed following an amendment to item SLC/14-15/19.

SLC/14-15/22 Matters Arising (A.2)

The Roll of Honour report has been deferred until after the Working Group has completed its review. Student Counselling reports have been deferred until after the quality review.

The Student Life web and the Dean’s Roll of honour working groups will be discussed under item A3 the Dean’s report.

Orientation Steering Group – the meeting with the GSU has not been arranged but will be an action item.

Declan Treanor made a comment regarding the accommodation project scope. The Dean of Students mentioned that the project scope and plan are not available yet.

Student Death Protocol – The Senior Tutor, Deirdre Flynn and Erika Doyle met and have commenced work on the Student Death Protocol. They will meet again in January and hopefully by February the updated protocol will come to Student Life Committee.

Complaints procedure – This is being developed by the Vice Provost and Secretary's Office. The Dean of Students was consulted and a draft went to the Heads of Services. The Students Union met with Orlaith Sheehan to discuss. The procedure is very high level and a very legalistic document. The Students Union President has serious reservations about it. Declan Treanor commented that there should be central point of contact and it should include disability issues. There is a need for more discussion and feedback from the Committee. The GSU raised concerns over the language and the document itself being very condescending. There may be a need for a more centralised 'informal' complaint procedure. The Dean of Students will request that the draft procedure comes back to Student Life Committee to discuss further.

SLC/14-15/23 Dean's Report (A.3)

The Dean of Students gave an update on the 2 working groups. The Student Life Web working group is progressing well. They have met twice and a content audit will be carried out. Every page and content and link will be look at in detail. A Student Survey on how students use the web and how they access it was carried out. This was a great success thanks to the Students Union. There was over 200 responses. The results of the audit and the survey will be the basis of the workshop and the scope will be done. Hopefully it will be implemented by May. There was a slight delay with the content audit but it should still go ahead this academic year.

The Role of Honour working group has met 3 times. The document is not complete yet and some fundamental decisions still to be discussed. There is general agreement that recognition by College serves several purposes, including encouraging participation. There is a consensus that recognition is different from award. Participation will be recognised by College but the Dean's Role of Honour recognition should be awarded for legacy and leadership. It is hoped that the Student Life Committee will approve at February's meeting which will leave 1 month for students to fill in the application. The Student Life Committee is the approving body, but it needs to be approved by February at the very latest and will then go to Council for noting.

Strategic Plan – There are many separate individual projects. The Dean of Students is attached to 15 of these projects and he will be looking for input from practitioner's users and stake holders. 3 or 4 of these projects are centered towards transition to College and

the 1st year experience. The Dean of Students is considering integrating them and the 1st year officer will be central with this. The Dean of Students will circulate the projects to the Committee and welcomes contributions to them. There is an emphasis to look at ways of prevention, personal development of students in parallel to academic development. Therefore focus is required for early, proactive intervention rather than reactive, remedial actions.

The Counselling report will be given at the next meeting of the Student Life Committee.

The Chaplaincy, Tutorial Service and Careers Advisory Service will be reviewed in 2015/16

SLC/14-15/24 Dean's Roll of Honour (A.4)

Deferred until next meeting of the Student Life Committee.

SLC/14-15/25 ISSE 2015 (A.5)

The HEA requires fieldwork and it was agreed that the first 3 weeks in March would suit best. No other surveys should take place during that period. A steering group will be set up which will include the Senior Lecturer, Senior Tutor, SU and GSU. The Dean of Students asked the Committee to consider how to motivate the students to respond. Last year a contribution was made to the Student Hardship Fund. The International Student survey gives an overall €1000 prize. There is a need to improve participation from SS and PG students. This might require specific targeting for these particular groups. Institutional rivalry was one suggestion. The Sports Department carried out a survey and they went into lectures with iPads and asked students to complete there and then. This might be an option if lecturers agreed. The Students Union Welfare Officer suggested that instead of €1 per vote given to the hardship that if it was put that if 3000 votes are reached that €3,000 will be given that this might be more incentive for students to participate. All options will be looked at in more detail and a decision made later.

SLC/14-15/26 January Orientation (A.6)

The orientation for visiting students will take place on 8th January. The General Orientation session will be from 2 to 4 followed by S2S. The ID collection will be the next day. The Orientation website will need to be updated. The new cohort of students expected is approximately 170 students.

SLC/14-15/27 AOB (B.2)

The Dean of Students informed the Committee that Trinity College has been approached for a documentary series to take place. The documentary will be across several themes,

Student Life Committee
10th December 2014

student experience etc. There is a meeting in December where the proposal will be made and the Dean of Students will report of this in the New Year.

The next meeting of the Student Life Committee is scheduled for 7th January. It was agreed that this meeting should be deferred and the next meeting will be 4th February.

If anyone requires a copy of the review document for counselling it can be requested from Deirdre Flynn. The Dean of Students suggested that an ad hoc meeting could be arranged of those involved with the quality review to discuss if required.

The Sports Centre will hold their coffee morning on the 18th December in the sports hall.

Michelle Tanner informed the Committee that Conor Traynor, previously Vice Chair of DUCAC has been elected to the European Universities Sports Association (EUSA) on the Student Commission. He is also is the current Vice Chair of Student Sport Ireland.

Section C