

The University of Dublin
Trinity College
Draft Minutes of the Student Life Committee
5th November 2015

Present: Prof. Kevin O’Kelly (Dean of Students (Chair), Ms. Leona Coady (Academic Registry), Ms. Isolde Harpur (Library), Mr Conor Clancy (SU Welfare Officer), Mr Declan Treanor, (Disability Service), Dr Erika Doyle (Global Officer Co-ordinator), , Ms Deirdre Flynn (Director, Student Counselling Service), Ms. Katie Crowther (GSU President), Ms. Michelle Tanner (Head of Sports and Recreation), Mr Seán Gannon (Director, Careers Advisory Service), Fr. Peter Sexton (Chaplaincy), Ms. Lee Mills (Representing John Murphy, Information Systems Services), Mr. Kacper Coulter (Vice Chair DUCAC), Dr. David McGrath (Director, College Health Service), Ms. Eimear Farrell (Financial Resources Manager (Interim)

Apologies: Dr. Claire Laudet (Senior Tutor), Mr Brendan Tangney (Warden, Trinity Hall), , Mr. Liam Hunt (Secretary, CSC), Ms. Gianna Hegarty (GSU Vice President), Ms. Lynn Ruane (President TCDSU), Rev Julian Hamilton (Chaplaincy), Mr. Andrew Burrows (Chair, CSC),

Absent: Mr. Adrian Neilan, (Commercial Revenue Unit), Prof Emma Stokes (Registrar of Chambers), Jennifer Cahill (Chair, Publications Committee), Ms Aoife Cox (Manager, Day Nursery & Creche)

Present: Ms. Helen Richardson (Minutes)

Section A

SLC/15-16/57 Minutes (A.1)

The apologies were noted. The minutes of 8th October were approved and signed.

SLC/15-16/58 Matters Arising (A.2)

The Dean of Students welcomed Mr. Kacper Coulter who is the Vice Chair of DUCAC replacing Ms. Claire Buttanshaw.

The Student Life Website – no feedback has been received from the Committee. The Dean of Students encouraged the Committee to look through the website and make comments or suggestions where necessary. All suggestions should be sent to Helen Richardson.

Student Death Protocol – is deferred until next meeting.

Renewing the membership of the Student Life Committee – one query in relation to the renewing of membership was if more committee members could send deputies. The

Dean of Students stated that there is a limit to deputies being sent to try and keep consistency on the committee, however in the case of student reps who have academic responsibilities also this will be explored further. The Dean of Students also informed the Committee that having met with the College Secretary and discussing this, it will not be possible to implement changes until the next academic year.

SLC/15-16/59 PPIL Code of Practice and Student Experience (A.3)

Ms. Liz Donnellan from the Quality Office gave a presentation to the Committee outlining the work being carried out on the PPIL Code of Practice and Student Experience. This has arisen from the Quality and Qualifications Ireland (QQI) report that was published in the Summer 2015 that looked at International students and supports and services that should be in place. When the quality office looked at the report it was apparent that it applies to all students so it was broadened to cover the whole student body. At present the quality office are looking at where the gaps are and how to map the engagements with students. A draft map of student supports in Trinity was given to the committee to review. Ms. Donnellan asked the committee if they could look at this draft and email comments and suggestions of where there might be supports/services that students are engaging in that might be missing from this map. All suggestions should be emailed to qualify.officer@tcd.ie.

SLC/15-16/60 Sports Sponsorship Policy and Governance Framework (A.4)

The College Secretary Mr. John Coman presented the Sports Sponsorship Policy and Governance Framework proposal to the Committee. The Working Group on the proposal consisted of the Secretary (Chair), Head of Sport and Recreation, Commercial Director, Facilities Officer (Director of Estates and Facilities nominee), Trinity Development and Alumni Director and Alumni Director. The group consulted with other colleagues to include: Professor Seamas Donnelly, Professor Shane Butler, Sean Gannon (Careers Advisory Service), Dean of Students, Sports Department staff, DUCAC Administrator and sports students. Benchmarks were also conducted with Irish and UK University sport services and related policy developments at EU Sport Commission level to ensure that the proposal is effective. Mr. Conor Clancy, SU Welfare Officer said that he is concerned about item 11 on the policy:

11. Sponsorship from Gambling companies must be approved by the College in advance. Offers of products or services from Gambling companies will be not accepted, nor will any sponsorship from those companies who do not subscribe to GamCare certification.

The Committee agreed with Mr. Clancy's concerns and the College Secretary will look at this item again and re-word it to make it more transparent and to ensure that it is not seen to portray that College condones gambling or encourages it. Once this has been re-written the College Secretary will send to the Student Life Committee for approval. It was agreed that this could be done electronically prior to the next meeting in order to allow it proceed to the December meeting of Board. Approval would require a majority of respondents approving the revised wording.

SLC/15-16/61 Update on complaints procedure (A.4)

There are two aspects, policy and implementation. The Committee is concerned that the procedure is not yet finalised and is not live on the College website. The Dean of Students will follow this up. The Dean of Students will arrange for a presentation of the procedure to the Student Life Committee at the next meeting.

SLC/15-16/62 Update on Events Booking Procedure (A.5)

The project for the event booking procedure is larger than initially envisaged. At the moment the Enquiries Office deals with internal bookings and the events group deals with external bookings. Requests are being lost between Enquiries and the Events group. The Dean of Students informed the committee that a proposal and specification will go to CRU in December. Michelle Tanner suggested that the Services are included in discussions and that it should be tested with users before being finalised. Students are having real difficulties to book events at the moment and it needs to be rectified urgently. It was agreed that Sean Gannon, Director of Careers will represent the Student Services at any future meetings regarding the project so if any users have issues they should send them to Sean Gannon to raise with the project team.

SLC/15-16/63 SLC Projects 2015/2016 (A.6)

There have been 3 strategic plans received to date from the Library, IT Services and Careers Advisory Service. The Dean of Students encouraged the Committee to send their strategic plan projects before the next meeting in December. They can be emailed to Helen Richardson at helen.richardson@tcd.ie.

SLC/15-16/64 AOB 2015/2016 (A.7)

Ms. Erika Doyle gave an update on Global. Catriona is no longer the Global Manager as she has left College. There are currently two postgraduate students running the Global Room so all enquiries should be directed to them at tcdglobalroom@tcd.ie

There will be a Cultural Awareness Training session on Thursday 12th November given by Ms. Louise Staunton from ICOS if anyone is interested in attending there are limited places left.

The Student Barometer is going live on Monday 9th November for all EU and Non EU students. This has been promoted through Global and the Secretary's Office. Posters are available.

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Mr. Conor Clancy told the Committee about a Healthy eating policy that is being developed at the moment with a number of stakeholders in College. The Committee involved with the policy is wondering how they would have the policy accepted as College policy. It was suggested that Student Life Committee would be a good place to start. Michelle Tanner suggested that it would be useful to go a step further and have a healthy campus, not just about eating. Dr. David McGrath said that there has been a group set up already regarding the healthy eating and it is being driven by the School of Medicine. Dr. David McGrath suggested that sports should be brought into the group. If the Student Life Committee agreed the policy it would then be able to go to Council. Dr. David McGrath will discuss with the current group and will ask for them to provide Terms of Reference and committee membership to the Student Life Committee. Ms. Martina Mullen the Health Promotion Officer will be asked to present this to the Committee at the next meeting.

SLC/15-16/65 Date of next meeting 2015/2016 (A.8)

The next meeting will be held on 3rd December 2015 at 11am in the Boardroom, House 1