

## Executive Oversight Review on Executive Members

### 2017 - 2018 Roberta Harrington ULSU DP Welfare

<b>Attendance for work - Timekeeping</b>	Excellent
<b>Annual Leave</b>	14
<b>Unauthorised Absence</b>	0
<b>Sick days</b>	2
<b>Budgets</b>	€3000
<b>Expenditure</b>	1616.28
<b>Training Received</b>	Sabbatical officer Training, Chairing Effective Meetings, SafeTALK, SMART Consent, Social Media Training, Leadership training, coaching,
<b>Conferences attended</b>	Mental Health and Wellbeing Summit, Aviva Please Talk Mental Health week planning workshop, AIT National Student Engagement Programme, NUIG

<b>Attendance Record at Meetings</b>			
<b>Name of University Committee</b>	<b>Frequency</b>	<b>Attendance</b>	<b>Work</b>
<b>Alcohol working group</b>	On request	3	Midwest region - all colleges attending (not specific to UL)
<b>Discipline Process - Appeals Committee</b>	On request	0	No request so far
<b>Discipline Process - Discipline Committee</b>	On request	0	No request so far
<b>Financial Aid</b>	On request	3/4	
<b>Governing Authority</b>	Monthly	5/6	Missed the most recent one due to annual leave
<b>GA Access &amp; Student Affairs</b>	3-4 / yr	3/3	
<b>Orientation Working Group</b>	During Summer	2/2	
<b>Presidents Volunteer Award</b>		Once	Annual ceremony
<b>Scholars Club Mgmt Committee</b>	Monthly	4/4	
<b>Stables Club Mgmt Committee</b>	Monthly	4/4	
<b>Graduations - Conferring's</b>	On request	5/11	Split between Jack, Aimee and I
<b>Mental Health Committee</b>	Starting		Beginning Feb
<b>Healthy Campus Initiative</b>	Starting		Beginning end of Jan

<b>UNIVERSITY MEETINGS</b>			
<b>Counselling Service</b>	Monthly	4/4	Monthly check ins with Declan Ahearne and Lucy Smith
<b>Orientation Presentation First Years</b>	Semester 1	1 full week	
<b>ULSU MEETINGS</b>			
<b>ULSU Executive</b>	weekly	8/9	Missed one for Annual Leave
<b>ULSU Council</b>	Fortnightly	4/5	Attending conference and twinning project in UMass Boston for final meeting.
<b>ULSU Management Committee</b>	On request	2/2	
<b>ULSU General Meeting</b>	Each semester	1/1	
<b>ULSU Staff meeting</b>	Fortnightly	5/7	Missed for Governing Authority and annual leave
<b>ULSU Sabbat meeting</b>	Fortnightly	14/14	We also had weekly check-ins.
<b>Welfare Team Meetings</b>	On request	4/4	4 meetings running up to mental health awareness week and disbanded thereafter.
<b>ULSU Strategic Plan</b>	on request	2/4	
<b>Class Rep Training &amp; Forum</b>	On request	2/2	
<b>ADDITIONAL MEETINGS</b>			
<b>Mid West Drug And Alcohol Education and Prevention Committee</b>	Bimonthly	2/3	Clashing with mental health week
<b>Third Level Education Steering Group</b>	Monthly	2/3	Seán and/or I attend
<b>Meeting with Smart Consent</b>	Upon request	1/1	Train the trainer workshop Friday Jan 19th
<b>Meeting with GROW – training programme</b>	Upon request	5/5	Planning + 4 week training workshops

<b>Other information pertaining to the performance as an officer</b>			
<b>RESPONSIBILITIES</b>	<b>Frequency</b>		<b>Hours spent on each project</b>
<b>Childcare Bursary</b>	5-6 week application period. On request thereafter.		Dealt with and administered by Seán Bailey Whyte
<b>Financial Aid</b>	Academic Year application period. On request thereafter.		Dealt with and administered by Seán Bailey Whyte

<b>Student Assistance Fund</b>	Academic Year application period		Student queries dealt with by Sean Bailey Whyte
<b>General Student drop ins</b>	Daily	Avg. 6 per day	Advise and support each student for approx. 15 – 30 mins each
<b>PROJECTS</b>			
<b>ULTimate Challenge Series</b>	Currently work in progress.		
<b>Rubberbandits Event</b>	Currently work in progress.		
<b>Mid west education &amp; Prevention</b>	Currently work in progress.		
<b>Outdoor cinema</b>	Currently work in progress.		
<b>Gender Neutral Bathrooms</b>	Successful		
<b>Consent Workshops</b>	SMART Consent training – Jan 19 <sup>th</sup> (20 staff and students)		
<b>Collaboration with PSU – Kids of UL Students Christmas Party – PSUs, Aimee McKenzie secured €800 from UL to cover gift and party costs</b>	Organisation and preparation of list for event as well as the decoration of the venue. Collaborated with Aimee, Olwen, Sean		
<b>CAMPAIGNS</b>	<b>Prep work</b>	<b>Delivery</b>	
<b>Semester 1</b>			
<b>From Week 0 – Drugs awareness poster campaign</b>	3 meetings	Ongoing	Outlines consequences for drug taking
<b>Week 6 – Mental Health Awareness Week</b>	Summer + first four weeks of sem 1	5 days	Yoga, mind your mental health in the workplace workshop, Bressie, Rosanna Davison, external services day, light up limerick walk, positive thinking talk with SkinnyGaz
<b>Week 13 – distress event</b>			Free tea/coffee and puppies in the Den
<b>CHARITY WEEK and SELECTION</b>	Completed		Limerick Suicide Watch, Peter McVerry Trust, Clare’s Wish Foundation and Rape Crisis Midwest
<b>Coordinating Charity nomination &amp; selection</b>		Final Decision made by ULSU exec	

## Expenditure– Mobile Phone

### Campaign & Travel Expenditure

25/10/2017	0124	Yoga Instructor – Mental Health Wk	50.00	
31/10/2017	1104	Welfare Mobile Phone	20.30	
30/11/2017	1104	Welfare Mobile Phone	20.30	
31/10/2017	1106	Mental Health Posters	171.59	
31/10/2017	1106	Mental Health Leaflets	623.38	(Pending Review)
31/10/2017	1106	Musgraves Mental Health Week	289.33	
31/10/2017	1106	Supervalu – SkinnyGaz Card	2.75	
31/10/2017	1106	An Post – SkinnyGaz Token	52.00	
31/10/2017	1106	Supervalu - Cookery Demo	38.02	
31/10/2017	1106	Wolfie Wages for mental health	20.07	
31/10/2017	1106	Joe Kearney Lidl Bus	24.12	
30/09/2017	1106	Mental Health posters	100	
3/11/2017	1106	Lidl Bus wages	24.22	
10/11/2017	1106	Lidl Bus wages	78.12	
24/11/2017	1106	Lidl Bus wages	52.08	
30/11/2017	1121	Smyths Toys (To be reimbursed by Presidents	642.87	

Office)  
30/11/2017 1121 Lidl (Reimbursed by PCC) 61.16

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704.03

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Monies due back in relation to childrens xmas party

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After Reimbursement of Childrens Party Expenses

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1616.28

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## Executive Oversight

I have reviewed the above report.

I agree the data supplied is a fair and accurate reflection of the work completed by the ULSU Executive member, DP Welfare Officer, Roberta Harrington on behalf of UL Students.

Tariq El Masri \_\_\_\_\_ Date: \_\_\_\_\_

Steven Mullins \_\_\_\_\_ Date: \_\_\_\_\_

Cian Quirke \_\_\_\_\_ Date: \_\_\_\_\_

Mary-Ellen O'Keeffe \_\_\_\_\_ Date: \_\_\_\_\_

Niamh Tubridy \_\_\_\_\_ Date: \_\_\_\_\_