

Executive Oversight Review on Executive Members

2015- 2016 Ciara Corcoran ULSU DP Welfare

Attendance for work - Timekeeping	Excellent
Annual Leave	12.5 days
Unauthorised Absence	0
Sick days	0
Budgets	€3000
Expenditure	See Below
Training Received	Invisio Communication - July ; Self-harm awareness – November; As I Am, Autism Awareness
Conferences attended	Drug and Alcohol Awareness, UL – June; Mental Health, Dublin Jan 2016;

Attendance Record at Meetings			
Name of University Committee			
	Frequency	Attendance	Work
Alcohol working group	rare - only as requested		
Discipline Process - Appeals Committee	On request		Advised students on process
Discipline Process - Discipline Committee	On request		Advised students on process
Financial Aid	On request	2/2 100%	+Weekly meeting with Fr John Campion
Governing Authority	Monthly	7/8 87.5%	
GA Access & Student Affairs	3-4 / yr	3/3 100%	
Orientation Working Group	During Summer	1/1 100%	
Presidents Volunteer Award		2/2 100%	
Scholars Club Mgmt Committee	Monthly	7/7 100%	
Stables Club Mgmt Committee	Monthly	7/7 100%	
Graduations - Conferring's	On request	50%	shared with President and PSU President
UNIVERSITY MEETINGS			
Counselling Service	Monthly	100%	Monthly meetings with Declan Ahearne
Medical Centre	on request	3/3 100%	

Orientation Presentation First Years	Semester 1	5/5 100%	
Orientation Presentation Access Students	Semester 2	1/1 100%	
Orientation Presentation Internationals	Semester 2	1/1 100%	
ULSU MEETINGS			
ULSU Executive	weekly	14/14 100%	Avg 1.5hr / meeting
ULSU Council	Fortnightly	7/7 100%	Avg 1.75hr / meeting
ULSU Management Committee	On request	3/3 100%	Avg 2hr / meeting
ULSU General Meeting	each semester	2/2 100%	Avg 2hr / meeting
ULSU Staff meeting	Fortnightly	8/8 100%	Avg 1.5hr / meeting
ULSU Sabbat meeting	Fortnightly	7/7 100%	Avg 1hr / meeting
Welfare Team Meetings	Weekly - Wednesdays	10/10 100%	Avg 1hr / meeting
ULSU Strategic Plan	on request	3/3 100%	Avg 1.5hr / meeting
Student Centre and Sport Facilities referendum	on request	2/2 100%	Avg 1.5hr / meeting
Class Rep Training & Forum	On request	2/2 100%	Avg 2hr / meeting

Other information pertaining to the performance as an officer			
RESPONSIBILITIES	Frequency		Hours spent on each project
Childcare Bursary	5-6 week application period		8hrs/ week
Financial Aid	Academic Year application period		3hrs /week
Student Assistance Fund	Academic Year application period		4hrs / week
General Student drop ins	Daily	Avg 5/day	20 - 30min avg advising Students
PROJECTS			
ULSU Finance Guide	Currently work in progress.		Waiting on SUSI to come back with updated information before publishing. Good feedback from SUSI who are requesting a copy when completed.

Samaritans on Campus	3/3 meetings		One-to-one listening service. In conjunction with Mature Student rep
ALDI bus	Overseeing & initial coordination		10hrs. On Avg 130 students using the facility in Smstr 2 & 80 in Smstr 1.
ePUB - education & Prevention		4hrs	Sub-group of the task force whose duty is to raise awareness of alcohol and its harmful effects.
ePUB –online barometer		7hr	Purpose: To help students monitor their drinking habits and make them aware of harmful effects of excessive alcohol intake.Launch in Sept 2016.
Walk and Talk - Limerick Colleges	Meetings On request	3/3 100%	In conjunction with LIT, Mary I & Art College getting students together to Walk and talk for good mental health.
Kids Christmas Party – Secured €800 for UL to cover gift and party costs	Nov 2015	14hrs	– 9 hrs preparing/shopping/funding request. 5hrs for the party.
Mental Health – wrist bands.	In conjunction with C&S. Selling wrist bands to cover cost and generate money for student mental health training		
CAMPAIGNS	Prep work	Delivery	
Semester 1			
Week 4- Physical health week	4 hrs	8hrs /wk	Free Passes for Gym, turbo bike competition, breast feeding awareness, ParTEA – non-alcoholic, - in conjunction with First7weeks
Week 5- SHAG Week	14hrs	8hrs /wk	Sex Quiz, Flyers, Condom Demo, Importance of Consent and Survey
Week 8- Mental Health week	14hrs	8hrs /wk	Promoting Mindfulness classes & UL Counselling Service, Tea and Chats, Mindfulness Colouring, Connect Workshop. Take a #welfie
Week 11- Drug & Alcohol Awareness Week	8hrs	8hrs /wk	Beer Goggle obstacle course, pour me a drink, decriminalisation of drugs discussion with DebU and LawSoc.
Week 13- De-stress and Exam prep Week (with Marian)	10hrs	8hrs /wk	Exam packs, Mammy will mind you campaign, mindfulness colouring
Semester 2			
Week 3 – Ask First	8hrs	6hrs	Survey & information leaflets, Discussion with Adapt and Dublin Rape Crises, Online promotion
Week 5- Love Your Body Week	7hrs	8hrs /wk	White Board Posting - what I love about my body; Body Whys; Online Informing.
Week 8- Road Safety week	5hrs	5hrs /wk	Roll-over Car; Events in conjunction with Smarter Travel
Week 10- Mental Health Week	4-5hrs	8hrs /wk	Safe-Talk, Walk and Talk, Puppies and Chocolate, 24hr cycle #littlethings HSE campaign on campus.
Week 13- De-stress and Exam prep Week (with Marian)	4-5hrs	8hrs /wk	Exam packs, Mammy will mind you campaign, mindfulness colouring

CHARITY WEEK and SELECTION		
Coordinating Charity nomination & selection	10hrs	Bumbleance; St. Vincent De Paul; Corbett Suicide Prevention Patrols; and the Association of Blood Bikes Ireland
Liaising with Charities for Charity Wk	7hrs	
Charity week volunteer recruit & scheduling	6 days+	

Expenditure– Mobile Phone

N/C:	1104	Name:	Welfare Officer - Mobile Phone Exp	Account Balance:	435.60 DR							
<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Account</u>	<u>Ref</u>	<u>Details</u>	<u>Dept</u>	<u>T/C</u>	<u>Value</u>	<u>Debit</u>	<u>Credit</u>	<u>V</u>	<u>B</u>
44506	JD	30/06/2015	1104		Welfare Mobile Phone	0	T9	28.91	28.91	-	-	
44621	JD	31/07/2015	1104		Welfare Mobile Phone	0	T9	23.22	23.22	-	-	
44682	JD	31/08/2015	1104		Mobile Phone Aug 2015	0	T9	39.82	39.82	-	-	
44799	JD	12/11/2015	1104		Welfare Mobile Phone	0	T9	22.14	22.14	-	-	
44849	JC	12/11/2015	1104		Sept 15 Trading Inter co Jnl Postec	0	T9	22.14		22.14	-	-
44862	JD	30/09/2015	1104		Welfare Mobile Phone	0	T9	22.14	22.14	-	-	
44943	JD	31/10/2015	1104		Welfare Mobile Phone	0	T9	22.24	22.24	-	-	
45073	JD	30/11/2015	1104		Welfare Mobile Phone	0	T9	22.47	22.47	-	-	
45156	JD	31/12/2015	1104		Welfare Mobile Phone	0	T9	22.14	22.14	-	-	
45257	JD	31/01/2016	1104		Welfare Mobile Phone	0	T9	22.14	22.14	-	-	
Totals:									225.22		22.14	
History Balance:									203.08			

Campaign & Travel Expenditure

July 2015	Leeds & Manchester	391.46
16.10.2015	Mental Health - wristbands	€701.00
21.10.2015	Console QPR Training, tea and coffee	€150.00
27.10.2015	Snap- Mental Health week posters	€36.00
October	Expenses	€52.40
11.11.15	Aramark- Console catering	€149.88

17.11.15	Snap- Drug and Alcohol posters and flyers	€38.00
1.12.15	Destress weekposters	€32.59
December	Destress week expenses	€38.40
01.02.2016	Travel Expenses- Dublin & Mary I	€40.00
08.02.2016	Travel Expenses- Live 95fm	€10.00
10.02.2016	Troy printing- Ask First posters and flyers	€17.09
22.02.2016	Troy Printing- Sex confessionals and Love Your Body	€43.05

Total €1902.95

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, Ciara Corcoran on behalf of UL Students.

Daoilin Walsh _____ Date: _____

Clodagh O'Brien _____ Date: _____

Sarah McCarthy _____ Date: _____

Chloe Fallon _____ Date: _____

Dubheasa Forde _____ Date: _____