

TU Dublin SU - Workplan for the year 2023-2024 - Reviewed for Semester 2

	Objectives as per SU Constitution	Task Name (Action/Project/Campaign/...)	Progress	Assigned To	Start Date	Due Date	Ground	Comment
Art. 3 (i)	To act as the recognised voice of students and to be the means of communication between the members of the Union and the University	National Student Survey promotion	Cancelled	Ac.Affairs&Rep Lead; VP Ac. Affairs	13/02/2024	05/03/2024	Constitutional requirement	Survey cancelled (nationally)
		Measuring Impact: Evaluation of the impact of all student training and development activities	In progress	Ac.Affairs&Rep Lead; WEA Lead ; Full Executive	01/07/2023	28/06/2024	Strategic orientation	Ongoing
		Lobby to ensure that all TU Dublin policy, structures, programmes and services are focused on delivering excellence in experiences of all students, by ensuring that students are represented effectively on each decision-making forum in the university	In progress	Full Executive and Staff members	01/07/2023	30/06/2024	Constitutional requirement	Ongoing; strong representation on committees such as Governing Body, Academic Council, Student Experience Committee, and numerous Quality Assurance fora. Students are represented at every level as outlined in the 'Academic Governance Appointments' Document. As well, developments in documents such as the Student Charter (completion date estimated to be April) will ensure a more 'pro-student' perspective within TU Dublin policy and procedures.
		To implement the decisions of Student Council (policies and mandates)	In progress	Full Executive and PTOs	01/07/2023	30/06/2024	SC mandate; SC policy	Motion/Policy Tracker now exists to support Student Accountability. There has been significant developments in Policy Work (Palestine Genocide, BDS, Transgender Healthcare, Canteens, Gyms, Parking) to ensure specific + ongoing developments All other Motions/Policies fall under specific other work areas (e.g. Academic Affairs, Welfare & Equality), and comments are provided within their respective work areas.
		To ensure proper governance of the Student Contribution Charge, the Student Finance Committee and the Student Development Fund	In progress	Full Executive, GM	01/07/2023	30/06/2024	Constitutional requirement	Student Finance Committee firmly established, positive relationship with COO, and further meetings planned between him, GM, and President in February. Student Development Fund amount confirmed to be 7 million + has not been spent on anything outside of scope. Regarding Student Charge Review nationally, President has undergone constant lobbying, and has asked USI to advocate for the same, particularly as USI President sits on the board (no progress to date from them). Meeting secured with Chairperson of HEA Board regarding the possibility of a National Student Charge Review.
Art. 3 (ii)	To represent TU Dublin students at all levels of society including locally, regionally, nationally, and internationally	Post-graduate Officer by-election	Completed	Dem&Rep Exec; Ac.Affairs&Rep Lead	09/10/2023	09/11/2023	Constitutional requirement	Election of a post-graduate officer (elections on 8th Nov 2023)
		Annual Officers' Elections	In progress	Dem&Rep Exec; Ac.Affairs&Rep Lead	19/03/2024	21/03/2024	Constitutional requirement	Planning underway leading up to elections in March
		To operationalise the Class Rep System (recruitment, training, meetings)	In progress	Ac.Affairs&Rep Lead ; VP Ac. Affairs	01/09/2023	30/04/2024	Constitutional requirement	Permanent recruitment is underway Semester 1 training complete: Overnight training (13-14 Nov), positive feedback from participants Semester 2 NStEp Training underway
		To operationalise the Student Council (recruitment, training, meetings)	In progress	Dem&Rep Exec; Ac.Affairs&Rep Lead	01/07/2023	30/04/2024	Constitutional requirement	Student Councilor recruitment: currently busy with outstanding roles for 2nd semester Student Councilor training: Top-up training for Student Councilors for 2nd semester
Art. 3 (iii)	To support all members in the advancement of their education	Exams Campaigns (3 sittings): Supplementals & Exams 101	In progress	Ac.Affairs&Rep Lead ; VP Ac. Affairs	14/07/2023	05/06/2024	SC mandate; Constitutional requirement	August campaign (Supplementals) and January campaign (Exams 101) completed
		Academic Integrity Awareness (2 sittings)	In progress	Ac.Affairs&Rep Lead ; VP Ac. Affairs	14/07/2023	05/06/2024	Constitutional requirement	October campaign completed & February campaign in planning
		Lobby for improving Library hours to better suit students needs	In progress	Ac.Affairs&Rep Lead ; VP Ac. Affairs	01/11/2023	30/06/2024	Constitutional requirement	This has been stalled due to hiring issues within the library services – we are in constant communication with the library about their hours
		Lobby for improving Staff-Student Ratios	Not Started	Ac.Affairs&Rep Lead ; VP Ac. Affairs	01/09/2023	30/06/2024	Strategic orientation	Investigate the issue across the University through engagement with Class Reps.
		Lobby for Lecture Recording	In progress	Ac.Affairs&Rep Lead ; VP Ac. Affairs	01/09/2023	30/06/2024	Strategic orientation	Working with the Digital Education Policy Implementation Working Group to lay the groundwork to address instances of excessive and duplication of assessment of module learning outcomes.
		Lobby Academic Council to investigate 'over assessment' in programme assessment strategies.	Completed	Ac.Affairs&Rep Lead ; VP Ac. Affairs	01/09/2023	30/06/2024	Strategic orientation	Worked with the LTA and the NTUTOR student champions on the publication of an assessment compendium and a presentation to lecturers advocating for more authentic forms of assessment
Art. 3 (iv)	To provide and manage general services of the Union for the benefit of its members	To provide professional experience by setting up a Student Media Crew	Completed	VP Comms&Media; EMC Lead	11/09/2023	30/05/2024	Constitutional requirement	10 students on our books across each of our campuses (11 jobs completed to date)
		To provide professional experience by recruiting/training Student Staff	Completed	EMC Lead	11/09/2023	30/05/2024	Constitutional requirement	11 student staff hired across our 5 sites and training
		To implement the Commercial Strategy, including TUDSU+ activities aimed at diversifying income sources.	In progress	Serv&Events Exec; EMC Lead	01/07/2023	30/06/2024	Strategic orientation	Reviewing TUDSU+ services, diversifying merchandise, online sales, merch stall across campuses
		To provide students with information, advice, and advocacy service	In progress	SAAS/WEA lead	01/07/2024	30/06/2024	Constitutional requirement	Student Advice Service providing advice through walk-in, email, instagram, webchat, and on-line appointment service. Ongoing amendments to Salesforce to improve recording of data.
		To assess the feasibility of a Student Media outlet	In progress	VP Comms&Media	01/07/2023	30/06/2024	Constitutional requirement	Analysis of different scenarios Feedback gathering to be included in Student Survey (Feb. 2024)
		To provide events to enhance students experiences on each campus	Ongoing	VP Events&Eng; EMC Lead	01/07/2023	30/06/2024	Strategic orientation	To date: Freshers (11 events/activities); Halloween (3 events/activities); Christmas (3 events/activities)
		To provide a Freshers and Orientation week to new students	Completed	VP Events&Eng; EMC Lead	25/09/2023	29/09/2023	Constitutional requirement	Successful events and positive feedback Information foldout, Meet the Team campaign, activities during Freshers (see above)
		Raise And Give (RAG) for the Irish Cancer Society	In progress	VP Events&Eng; EMC Lead	26/02/2024	01/03/2024	Constitutional requirement	€5044.64 raised in Semester 1
		Lobby for better Campus Facilities	In progress	3 CVPs; Pres.	01/07/2023	30/06/2024	Constitutional requirement	Seating increased on all campuses CCTV implemented in Blanchardstown & Tallaght Gender Neutral Signage implemented in Grangegorman & Tallaght Sports Building Bike Parking moved to alternative location in Bolton Lift Access Restrictions being removed in Blanchardstown Parking FOI submitted + policy to be developed with steps to counteract proposal Bolton Street undergoing increased number of minor works Canteen Vouchers secured on all Campuses

Art. 3 (v)	To promote the welfare and well-being of its members	Accommodation Awareness Campaign	Completed	WEA Lead; VP Welfare&Eq	21/08/2023	25/08/2023	Constitutional requirement	Online campaign (social media posts & video) highlighting the issues of the housing crisis and its affect on students.
		EDI week	In progress	WEA Lead; VP Welfare&Eq; Ethnic Diversity PTO; Gender Equality PTO	04/03/2024	08/03/2024	Constitutional requirement	Online campaign focusing of Neurodiversity Pride.
		Disordered eating	In progress	WEA Lead; VP Welfare&Eq	21/02/2023	21/02/2024	SC mandate	One-day Online awareness campaign (article linking and signposting to TU Dublin services & bodywhys) 'You Wouldn't Know to Look'- focusing on EDs in men - Promotion of Body Acceptance
		SHAG week	In progress	WEA Lead; VP Welfare&Eq	12/02/2024	16/02/2024	Constitutional requirement	Sexual health awareness education, games roadshow & evening events moving around all campuses with 2 evening events and a guest HSE health promoter.
		Rainbow week, renamed Pride week	Completed	WEA Lead; VP Welfare&Eq; LGBTQ+ Rights PTO	29/01/2024	02/02/2024	Strategic Orientation	Theme of 'Where We've Been, Where We're Going' to encourage reflection and optimism going forward. Included a history focused online campaign and activities across all campuses, guest speakers and a music showcase.
		Operation Transformation	Completed	WEA Lead; VP Welfare&Eq	04/01/2024	04/01/2024	SC mandate	One day online campaign (petition and signposting) in support of the condemnation of the RTE TV show (due to the promotion of unsustainable dieting habits) mixed reaction online responded to individually by SAs.
		Social Justice week	Completed	WEA Lead; VP Welfare&Eq; Ethnic Diversity PTO; Gender Equality PTO	27/11/2023 Took place: 04/12/2023	01/12/2023 Took place: 07/12/2023	SC mandate	Clothing donation appeal (with Chaplaincy) for the Capuchin Day Centre in foyers and dance workshops with dance society to encourage community.
		Elimination of violence against people	Completed	WEA Lead; VP Welfare&Eq	25/11/2023	27/11/2023	SC mandate	Online campaign on 25 Nov (link to Women's Aid) and the following week (violence against all people sharing alternative resources including men's aid, Move Ireland, AKIDWA and advice team)
		SHIFT week	Completed	WEA Lead; VP Welfare&Eq	13/11/2023	17/11/2023	Constitutional requirement	Events included nurse stands across all campuses, HSE sexual health promotion stands in Central Quad and Blanchardstown and an evening quiz event.
		Mental Health Week	Completed	WEA Lead; VP Welfare&Eq	06/11/2023	10/11/2023	Constitutional requirement	Main focus on coping with anxiety. Events included common room colouring, an online counselling service-led workshop, and paper collage in common rooms.
		Drug Harm Reduction	Completed	WEA Lead; VP Welfare&Eq			SC mandate	Online Campaign focusing on party drug and synthetic opioid awareness.
		Black History Month	Completed	WEA Lead; VP Welfare&Eq; Ethnic Diversity PTO	02/10/2023	31/10/2023	Constitutional requirement	Week of events held on all campuses along with an awareness campaign online. Events included a cinema trip, an exhibition, guest speakers and a trip to IMMA.
		International Students Awareness	Completed	WEA Lead; VP Welfare&Eq; International Student PTO		11/09/2023	Constitutional requirement	Working with the International Office to provide changes of stamp, reference letters and PPSNs for International Students. Increasing outreach to built communities within the International Student community, including working with Chaplaincy to alter times for breakfasts and lunches to include International Students.
		Stand Against Image-based sexual abuse & revenge porn	Not started	WEA Lead; VP Welfare&Eq	01/11/2023	01/02/2024	SC policy	Campaign to take place late March/early April with consultation with the health service to inform the information presented.
		Supporting students in sex work campaign	Not started	WEA Lead; VP Welfare&Eq	01/07/2023	01/02/2024	SC policy	Online campaign to take place in late March/early April.
		Lobbying for Sensory rooms to be implemented across TU Dublin campuses	In progress	WEA Lead; VP Welfare&Eq; Disabilities PTO; CVPs	01/07/2023	31/05/2024	Strategic orientation	Ongoing; Campus VP's have worked closely with Disability Service to ensure rollout across TU Dublin (project nearing completion)
		Lobbying Medical centres to Standardize Services across campuses	Completed	WEA Lead; VP Welfare&Eq; CVPs	01/07/2023	29/03/2024	SC policy	Completed; President negotiated with Medical Service and secured removal of Tallaght Doctor Charge
		Lobbying for coordinated outreach program for different groups of students (postgrad, mature and international)	Ongoing	WEA Lead; VP Welfare&Eq; International Student PTO; Mature Student PTO	01/07/2023	31/05/2024	Strategic orientation ; Political Manifesto	Change of days and time for Mature Student/Post-grad lunches and breakfasts to accommodate more student schedules. Encouraging participation with International Students. EDI, Chaplaincy and Counselling to pool resources into same events.
		Lobbying for international students	Ongoing	WEA Lead; VP Welfare&Eq; International Student PTO	01/07/2023	31/05/2024	Political Manifesto	Work with the International Office to provide reference letters for accommodation & PPS numbers and changes of stamp for International Students.
		Lobbying for T-Fund	Ongoing	WEA Lead; VP Welfare&Eq; Gender Equality PTO	01/07/2023	31/01/2024	SC policy	Ongoing; President has submitted proposal (drafted by the WEA Lead) to Student Experience Committee + to EDI GB
Lobbying for Gender Neutral Bathroom signs	Ongoing	WEA Lead; VP Welfare&Eq; LGBTQ+ rights PTO, Gender Equality PTO	01/07/2023	21/12/2023	Strategic orientation	Ongoing; President (after extensive lobbying + follow-up) ensured implementation in GG, but all other campuses have outdated/offensive signage. Flagged with EDI GB requesting endorsement/support, as University personnell do not appear to want to implement updated sigange for these campuses.		
Lobbying for period poverty products	In progress	WEA Lead; VP Welfare&Eq; Gender Equality PTO	01/07/2023	30/11/2023	SC policy	Ongoing; WEA Lead drafted proposal for SEC which President is due to submit once final edits completed.		
Culture week	Completed	WEA Lead; VP Welfare&Eq; International Student PTO; Ethnic Diversity PTO	23/01/2024	26/01/2024	Strategic orientation ; Political Manifesto	Week focusing on cultural diversity, equality and inclusion with events including a flag drop, board games, a quiz night and a music showcase.		
Art. 3 (vi)	To encourage the participation of members in clubs, societies, sports, social and recreational activities, and volunteering, which form an integral part of the student experience in the University	To provide volunteering experience (Welfare Crew and Ents Crew)	In Progress	VP Events&Eng;EMC Lead; WEA Lead; VP Welfare&Eq	01/07/2023	30/06/2024	Strategic orientation	Team recruited, training organised in October and participation in Halloweek & Christmas events, and Events crew meet up in December. Welfare crew participation during SHIFT week.
		To develop & streamline our volunteering policy	Ongoing	Ac.Affairs&Rep Lead; WEA Lead	01/07/2023	30/06/2024	Strategic orientation	Approval & implementation of the Volunteer Policy Set up and further work on <i>Better Impact</i> software
		To recognize student participation and achievement (Inauguration Ceremony, SU Awards and Class Rep Awards)	Not started	EMC Lead; Ac.Affairs&Rep Lead	15/04/2024	30/05/2024	Constitutional requirement	Inauguration Ceremony provisionnally scheduled on 10/05/2024 SU Awards provisionnally scheduled on 30/04/2024 Class Reps Awards provisionnally scheduled on 22/05/2024
Art. 3 (vii)	To promote the use of Irish language amongst our members and throughout the University	Seachtain na Gaeilge	In progress	VP Events & Engagement, EMC Lead; Gaeilge PTO	01/03/2024	17/03/2024	Constitutional requirement	4th March (Suggested Date)
Art. 3 (viii)	To promote, support and demand equal and fair access to education for those	ACCESS awareness	Not started	Ac.Affairs&Rep Lead; VP Ac. Affairs; Access PTO	01/03/2024	30/05/2024	Political Manifesto	Promotion of the access service

	who come from disadvantaged backgrounds, diverse backgrounds and marginalised groups	Women in Academia, HEROic Academics	In progress	Ac.Affairs&Rep Lead; VP Ac. Affairs; Gender Equality PTO	19/02/2024	23/02/2024	Political Manifesto	Planned Link it with encouraging women to run for elections
		Don't drop out until you drop in	Completed	Ac.Affairs&Rep Lead; VP Ac. Affairs	16/10/2023	20/10/2023	Constitutional requirement	Involvement of SAAS

Art. 3 (ix)	To endeavour to work in partnership at all levels with the University in the best interests of the members	To negotiate and finalise a Partnership Agreement with TU Dublin	Started in 2022 2023	GM; Pres.	01/07/2023	30/06/2024	Funding Agreement condition	Report detailing all attempts from 2020 onwards generated Draft Partnership Agreement created by SU + sent to Registrar. Meeting between Senior University Staff + SU took place (Dec 2023) New draft generated for review with subsequent University + SU meeting planned, with expected completion before end of academic year
		To lobby for a Student Centre	Not started	GM; Pres.; Executive & PTOs	01/07/2023	30/06/2024	Strategic orientation	Student Facilities Committee formally established where that decision would take place. Committee carrying out audit of facilities on each campus, which will inform campus masterplans, which will then lead to more extensive discussions on a Student Centre

Ops	Objective	Task Name (Action/Project/Campaign/...)	Progress	Assigned To	Start Date	Due Date	Ground	Comment
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HR	To develop a positive and homogeneous organisational company culture	To streamline access to information (Handbook for Staff members and elected Officers, projects records and evaluation, SOPs, onboarding pack, ...)	In progress	Ops&Fin Lead	01/07/2023	30/06/2024	Strategic orientation	Standardised processes in development (templates, ...) Change of HR software implemented
		To develop a central database for training (CPD) and development activities	In progress	Ops&Fin Lead	01/07/2023	30/06/2024	Organisational requirement	New training programme for officers' onboarding this year Database started through HR-Locker (CPD) To pursue its development in collaboration with the Leads Contact with People Development
		Full implementation of 'sustainable staffing model'	Underway	GM	01/10/2022	30/06/2024	Strategic orientation	Sustainable Staffing Model implemented Consultation with Staff Cohort + Feedback received Final Version Completed, Implemented, Interviews Took Place + all Leads in place

CLG	To continuously improve CLG governance	To elect student Directors for the Board and student members of the CLG	In progress	Ac.Affairs&Rep Lead; Dem&Rep Exec	01/09/2023	30/04/2024	Constitutional requirement	All student directors required per Constitution elected One outstanding position of CLG Member, due for February Council meeting
		Recruit an external 5th Director	Not started	Ops&Fin Lead/GM	01/07/2023	30/06/2024	Constitutional requirement	Ownership of the Board After Women Leadership event? Link with Re:Union Network
		To develop a Governance Code for TU Dublin SU	Not started	GM	01/07/2023	30/06/2024	Governance	Risk Register completed for review by Board, to be viewed as an ongoing live document Governance Code to follow this significant project in Semester 2
		To ensure careful management of company resources ('student money'), financial operations, risk management and annual audit of accounts.	Ongoing	Board, GM, Ops&Fin Lead	01/07/2023	30/06/2024	Governance	Audit of accounts 2021/22 completed Review of Risk Register underway

Communications	To ensure SU campaigns, events, activities and operations are communicated effectively and appropriately to students and stakeholders across all relevant media /platform / format.	To produce a Comms report	Not started	Comms Exec	01/01/2024	30/06/2024	Strategic orientation	Communications Handbook draft 1 completed. Draft 2 underway (linked to Communications Strategy)
		To produce a yearly activity report (Spotlight)	Not started	Comms Exec	01/04/2024	30/06/2024	Strategic orientation	
		To produce a Communications strategy	In progress	Comms Exec	01/07/2023	31/12/2023	Strategic orientation	Communications Strategy draft 1 completed and internal feedback provided. Draft 2 underway.
		To organise a survey of the membership	In progress	Comms Exec / GM	01/01/2024	31/03/2024	Strategic orientation	External Consultancy to carry out that large opinion gathering exercise Work started in January, scheduled to take place in February
		To publish SU Newsletter regularly	In progress	Comms Exec	01/07/2023	30/06/2024	Strategic orientation	September to December newsletters issued
		To develop and launch the Re:Union Network	In progress	GM	01/07/2023	30/06/2024	Strategic orientation	Network of former officers launched in September 2023 Second event in preparation
		To review TU Dublin SU website	In progress	Comms Exec	01/07/2023	30/06/2024	Strategic orientation	Contracted with Designit to develop a new website Termination of contract with MSL actioned

Abbreviation	Title
Pres.	President
VP Ac. Affairs	VP for Academic Affairs
VP Welfare&Eq	VP for Welfare & Equality
VP Events&Eng	VP for Events & Engagement
VP Comms&Media	VP for Communications & Media
Blanch VP	VP for Blanchardstown Campus
Tallaght VP	VP for Tallaght Campus
City VP	VP for City Campus
CVPs	Campus VPs (Blanch, Tallaght & City)
GM	General Manager
EMC Lead	Events, Marketing & Communications Lead
Ac.Affairs&Rep Lead	Academic Affairs & Representation Lead
WEA Lead	Welfare, Equality & Advice Lead
Ops&Fin Lead	Operations & Finance Lead
Dem&Rep Exec	Democracy & Representation Executive
Serv&Events Exec	Services & Events Executive
Comms Exec	Communications Executive
SAAS	Student Advice and Advocacy Service
Fin Exec	Finance Executive
PTO	Part-time Officers
GD	Graphic Designer