

The Student Affairs Ireland (SAI) 2025 Annual General Meeting (AGM) shall be convened on 18th June at 12.30 in MTU Cork.

In accordance with the SAI Constitution, motions proposed and seconded by members must be submitted to the current Membership Secretary, John Hannon (email john.hannon@universityofgalway.ie), at least 14 days prior to the AGM.

The function of the SAI Board is to identify and lead the strategic priorities, direction and governance of SAI. Board members are expected to attend a minimum of two Board meetings per year. The Membership Secretary will seek nominations to the Board of SAI from organisations agreed in the Constitution and members who are fully paid-up members of SAI can stand for election to the Board.

The function of the Executive is to devise strategies and policies to ensure that SAI meets its objectives. The Executive also facilitates the Board to plan, direct and co-ordinate its operational activities. In relation to the six Executive Officer positions (i.e., President, Vice-President, Membership Secretary, Treasurer, External Liaison Officer and Communications Officer) please note the following:

Linda Barry is stepping down as **President** and IS putting her name forward for re-election as President. [The President's role is to be chief spokesperson and representative of SAI, nationally and internationally, to convene and chair meetings of the Executive and the Board, to chair AGMs and EGM, to take overall responsibility for leading the work on the strategic priorities and direction of SAI, to be a joint signatory with the Vice-President and Treasurer and take equal responsibility with them for the timely submission of all official documentation, to act as Liaison Person for SAI SIGs].

John Hannon is stepping down as **Membership Secretary** and IS NOT putting his name forward for re-election as Membership Secretary. [The Membership Secretary's role is to: take the lead on promoting new membership, oversee SAI's subscription renewal and suspension processes and ensure the membership database is up to date; in liaison with the Treasurer, ensure membership fees are paid and relevant records kept, provide the SAI Executive and Board with information on members, be responsible for conducting elections at AGMs and EGMs and ensure the Board operates at all times and in all respects within the rules and structures of the SAI constitution].

Niamh Nestor is stepping down as treasurer and is putting her name forward for re-election. [The role of the Treasurer is to be a joint signatory with the President and Vice-President and take equal responsibility with them for the timely submission of all official documentation. The Treasurer's role is to be responsible for the receipt and issuing of all SAI funds and for managing all SAI bank and other registered accounts, to ensure that annual accounts are presented to each AGM and that financial overviews are regularly given to the Board].

Members of the Board and Executive shall be elected at the AGM. Each individual is elected to the Executive for a three-year term. If you wish to nominate a (current) member of the Board for election to any of the three listed Executive Officer Posts, please clarify with the potential nominee that they are willing to have their name go forward for election to the post (s).

Once clarified, please email the nomination, identifying the post and nominee to sai.midwest@tus.ie by Wednesday 28th May 2025 at 17:00 pm.