

Date:	Wednesday 18th June 2025 @ 4.45pm
Location:	MTU Cork – Collaborate 2025 Conference
Attendees: (SAI Members)	<i>Linda Barry, ASSAM TUS – SAI President/Chair Daniel Caldwell, ATU – SAI VP Shane Mooney, DBS – SAI Communications Officer Clodagh Byrne, TCD – SAI Executive Mary Neiland, TUS – SAI Administrator Ronan O’Neill SAI Technical Support Vicky O’Sullivan - MTU Caitriona McGrattan – SETU Student Empowerment Co Ordinator Colleen Doyle – UCD Simon Gray - UCD Lynnea Connolly – TCD Maeve Minihane – UCC Deirdre Falvey – UCC Gregory Van Buskirk – TUS Eoin Kiveney – TUS Louise Bolger – Maynooth University Katheen Kiely – UCD Julia Maher – UCD Wesley Kelly – TU Dublin Sarah Rennick – TU Dublin</i>
Other:	Kieran Mooney UCD Bridget Cheasty – SETU Ahmed Salem – KFUPM Saudi Arabia
Apologies: (SAI Members)	Niamh Nestor, UCD – SAI Treasurer John Hannon, UCG – SAI Membership Secretary (now retired) Fidelma Curley - Maynooth University

Board & Executive Function

The function of the Board is

To identify and lead the strategic priorities, direction and governance of SAI.

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.

SAI - Vision & Mission

SAI’s **vision** is to lead the community of student affairs professionals in Ireland and support the holistic development of students as part of their educational experience.

SAI’s **mission** is to be the primary national body supporting student affairs professionals in Ireland.

SAI AGM
Agenda & Minutes

- 1. Minutes of AGM 2024**
- 2. SAI Strategic Plan**
- 3. President's Report**
- 4. Membership Secretary Report**
- 5. Communications Report - Launch of SAI Website**
- 6. External Communications Report**
- 7. Treasurer Report**
- 8. Election of Officers**
- 9.AOB**

Table of Contents

1. Minutes of AGM 2024	4
<i>Matters Arising</i>	4
2. SAI Strategic Plan	4
<i>SAI Objectives</i>	4
<i>Strategic Priority 1</i>	4
<i>Strategic Priority 2</i>	5
<i>Strategic Priority 3</i>	5
<i>Strategic Priority 4</i>	5
3. Presidents Report	5
<i>Special Interest Groups (SIGS) 2025</i>	5
<i>CONTINUOUS PROFESSIONAL DEVELOPMENT 2025</i>	6
<i>Seed Funding 2025</i>	6
<i>Inclusion and Mental Health in the University Environment (IMHU)</i>	7
<i>STUDENT AFFAIRS IRELAND 2025 – 2026</i>	8
4. Membership Secretary Report	8
5. Communications Report – Launch of SAI Website	9
6. External Communications Report	10
7. Treasurer Report 2025	11
8. Election of Officers	11
<i>Ratification to the Executive</i>	11
<i>Ratification to the Board – General Member/New Organisation</i>	11
9. AOB	12

The Chair, Linda Barry, SAI President, welcomed everyone to the AGM and thanked those in attendance.

Notification

Notification of the 2025 AGM was emailed to all members on March 28th, 2025

1. Minutes of AGM 2024

The 2024 AGM Minutes were circulated on the [SAI Website](#). Linda Barry presented the draft Minutes of the 2024 AGM which were considered as read.

Matters Arising

Linda Barry confirmed accounts will be published on a secure platform on the new SAI website.

Minutes:

Proposed by Vicky O'Sullivan and seconded by Caitriona McGrattan.

2. SAI Strategic Plan

SAI President, Linda Barry, presented her Report together with the SAI Strategic Plan.

SAI Mission is to be the primary national body supporting Student Affairs Professionals in Ireland.

SAI Vision is to lead the community of Student Affairs Professionals in Ireland and support the holistic development of students as part of their educational experience.

SAI Values - Leadership, Inclusion, Accountability, Integrity, Sustainability, Excellence.

SAI Objectives

- Advocate for policy development and change on issues affecting students in HE.
- Promote and improve student development and support services for students entering and participating in HE in Ireland.
- Facilitate national and international networking and communication between individuals and associations concerned with student affairs in HE.
- Facilitate research on matters of common interest.

Strategic Priority 1

Advance good practice in the support and development of Student Affairs Professionals

Objectives:

- Provide a forum for Student Affairs Professionals to enhance student success and experience in higher education.
- Provide opportunities for networking and connection through SIGS, communities of

practice, etc.

- Use an evidence-based approach to support the identification of the main issues impacting students and student affairs professionals.
- Provide seed funding opportunities for relevant collaborative research projects.

Strategic Priority 2

Provide Professional Development opportunities for members.

Objectives:

- Enhance SAI's current offerings of conferences and seminars.
- Increase the number of Professional Development opportunities, nationally and internationally.
- Develop and implement recognition opportunities for members.

Strategic Priority 3

Raise Organisational Profile

Objectives:

- Enhance and communicate SAI's brand and identity.
- Create and deliver a communications plan.
- Build profile of SAI at local, national, and international levels.
- Explore opportunities to expand membership.
- Be the subject matter experts for student affairs in HEI.

Strategic Priority 4

Strengthen our organisational structures and processes.

Objectives:

- Develop and maintain an effective governance structure.
- Ensure the organisation's financial model and practice are sustainable.
- Align with the UN Sustainable Development Goals (SDG's) to contribute to the global agenda.

3. Presidents Report

Special Interest Groups (SIGS) 2025

1. Equality Diversity & Inclusion – Niamh Nestor (UCD) /Clodagh Byrne (TCD) Co-chairs - Anne-Marie Curtin (UCC) Simon Gray (UCD)
1. Student Assistance Fund / Finance – John Hannon (UG)

- *John Hannon (UG) recently retired. Linda Barry extended sincere gratitude, on behalf of all current and past members of SAI for his outstanding commitment, advocacy and leadership of and for Student Affairs in Ireland.*
- *Deirdre Falvey (UCC) Expressed an interest in chairing the Student Assistance Fund SIG.*

2. Student Engagement and Progression – Nóirín Deady (UCC)
3. Professional Competencies – Colleen Doyle (UCD)

CONTINUOUS PROFESSIONAL DEVELOPMENT 2025

SAI Master Class

Developing your Practice 3:

‘Supporting Students in a changing Geo-political landscape’

Format: 1.5 hrs to include breakout rooms/discussion/interaction

Presented by Dr. Mark [Garavan](#) - ATU Mayo

- *LB sincerely thanked Dr. Mark Garavan for his support of SAI and wished him well in retirement.*

Developing your Practice 1	Developing your Practice 2	Developing your Practice 4	Developing your Practice 5
<p>‘Spilling the Beans – Using World Cafes as an innovative tool to brew health in the 3rd level sector’</p> <p>Presented by Margaret McLoone (ATU)</p>	<p>‘Student Partnership in Action’</p> <p>Presented by Ralph Astley (TCD)</p>	<p>‘EDI in HE’</p> <p>Presented by Simon Gray (UCD) Anne Marie Curtin (UCC)</p>	<p>‘Funding Proposals’</p> <p>Presented by Caitriona McGrattan (SETU) Colleen Blaney Doyle (UCD)</p>

Seed Funding 2025

Five projects were approved for Seed Funding:

EngageAll: The All-Ireland Community of Practice (CoP) for Professionals involved in Student Engagement within European University Alliances
Colleen Doyle UCD (Lead) and Perry Share ATU

Thriving Together: A Resilience and Support Toolkit for Student Support Staff
Cathal Shanagher, Access Centre, University of Galway

Onboarding guide for staff: Supporting students' successful Transition to higher education

Ananda Geluk, University of Galway (Lead)
ATU, DKIT, MU, TCD, TUD, UCC, UCD, UL, SETU

Inclusive Campus Communities: Allyship and Accountable Space

Ralph Astley, Trinity College Dublin

Transforming Off-Campus Accommodation:

A Collaborative Workshop for the Irish Off-Campus Accommodation Market for Irish Universities

Eleanor Shannon, Student Services, Maynooth University

Linda Barry expressed sincere appreciation to everyone who submitted proposals. SAI is hopeful, that pending a successful funding application to the Inclusion and Mental Health in the University Environment (IMHU) be successful, an additional round of seed funding will be available in 2026.



Inclusion and Mental Health in the University Environment (IMHU)

Proposal submitted originally under You Are Not Alone (YANA) in 2024. Resubmitted in 2025 to IMHU.

Our partners for IMHU in the submission are:

UNIVERSITAT DE BARCELONA Spain Catalunya BARCELONA
INSTITUTO POLITECNICO DE VIANA DE CASTELO Portugal Norte Viana do Castelo
POLITECHNIKA LODZKA Poland LODZ
Cyprus Κύπρος (Κύπρος) Agios Andreas
ECSTA - European Council for Student Affairs Belgium Région de BruxellesCapitale/Brussels Hoofdstedelijk Gewest Brussels
GLOCAL FACTORY Italy Veneto Verona

Application Outcome - TBC September 2025

STUDENT AFFAIRS IRELAND 2025 – 2026

In 2025 – 2026 the SAI Executive and Board are committed to the following actions:

- Provide professional development opportunities for members
- Promote and support the continuation and establishment of Special Interest Groups (SIG's)
- Provide Seed Funding to our Members pending successful outcome of Inclusion and Mental Health in the University Environment (IMHU)
- Launch of our website and social media profile to strengthen our online presence both nationally and internationally
- Offer opportunities for professional development modules for members
- Convert SAI's financial model and practice with a view to establishing SAI as a Company Limited by Guarantee (CLG)
- Strengthen our commitment to the UN Sustainable Development Goals
- Review and increase our professional membership
- Continue to develop links with European and Global Partners

Presidents' Report *Proposed by Eoin Kiveney and Seconded by Lynnea Connolly*

4. Membership Secretary Report

Daniel Caldwell delivered the Report on behalf of John Hannon (UG), the SAI Membership Secretary, who has recently retired.

Membership Secretary's Report - AGM 2025			
No. of Board Meetings (June 2024-June 2025)	No. of Executive Meetings (June 2024 - June 2025)	No. of CPD Events	Membership Update
4	7	6 CPD Events including; <ul style="list-style-type: none">• 5 Developing your Practice (Lunch & Learn Sessions)• Summer Conference (MTU Cork)	432 members currently Banking priorities addressed – capacity for growth in membership

Approved by Maeve Minihan and seconded by Colleen Doyle

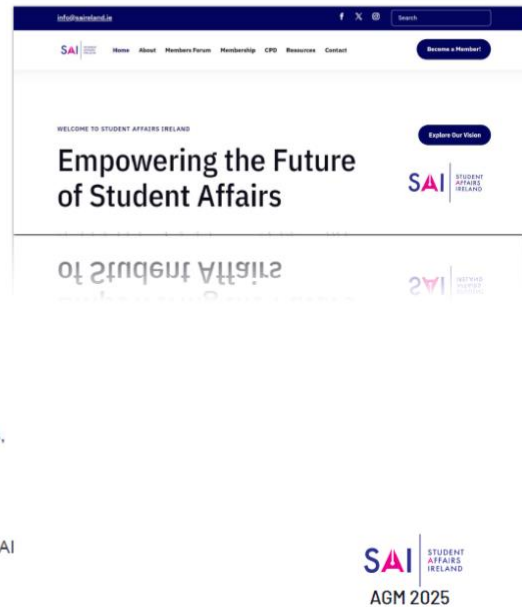
5. Communications Report – Launch of SAI Website

Shane Mooney presented the report and expressed his gratitude to Ronan O’Neill (SAI Technical) for his work in developing the new website:

New Website Launch

Key Features:

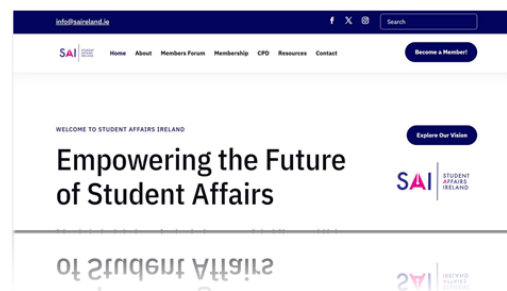
- ✓ **Streamlined Navigation** – Quickly find information about upcoming events, professional development opportunities, and sector resources
- ✓ **Events Calendar** – Stay up to date with all SAI events, webinars, and conferences in one easy-to-browse calendar view
- ✓ **Newsletter Sign-Up** – Subscribe to our newsletter to receive regular updates, insights, and highlights straight to your inbox
- ✓ **Contact & Engagement** – Reach out directly to SAI, participate in consultations, or get involved in working groups and communities of practice
- ✓ **Members-Only Forum** (Coming Soon in testing) – A new dedicated space for SAI members to connect, collaborate, and share best practices.



New Website Launch

A book is only as good as what is in it...

- ✓ Members Student Affairs content and stories....
- ✓ Student Affairs Events, conferences and webinars...
- ✓ Get colleagues to sign up to newsletters
- ✓ Encourage colleagues to become members- it is free for them!



SAI Socials...

Follow SAI on social media- the links are here..

<https://www.facebook.com/studentaffairsireland>

[https://x.com/S A Ireland](https://x.com/S_A_Ireland)

<https://www.linkedin.com/groups/4043763/>



6. External Communications Report

Clodagh Byrne presented the report



COLLABORATE
CONFERENCE

SAI/STUDENT
AFFAIRS
CERTIFICATION
PILOT PROGRAMME

NASPA GLOBAL
EDUCATION
EXPERIENCE FOR
SAI MEMBERS

In collaboration with NASPA (Student Affairs Administrators in Higher Education), EucA (European University College Association), and SAI (Student Affairs Ireland), the conference took place from June 18th to June 20th, 2025, hosted by Munster Technological University, Cork.

A notification was sent to all SAI members about the NASPA pilot programme, receiving 17 expressions of interest for the 10 available free places. The first ten respondents were offered places, and a waiting list was created. 10 members accepted the offer. Seven were successful in obtaining the certification.

7. Treasurer Report 2025

Daniel Caldwell presented the Report on behalf of Niamh Nestor, SAI Treasurer, in her absence.

- Balance in BOI account on December 31st, 2024: 29515.54eur.
- Detailed accounts available on request.
- Institutional memberships collected for 2024/25 and due for 2025/26 from September 1st, 2025, with invoices due to be issued in August 2025.
- New invoicing system will greatly help with capacity.
- Plans ongoing to register SAI as a Company Limited by Guarantee.

There were no questions

Report approved by Simon Gray and seconded by Colleen Doyle

8. Election of Officers

Ratification to the Executive

- Caitriona McGrattan was formally ratified as the SAI Membership Secretary. Linda Barry expressed her gratitude to Caitriona for stepping forward to take on the role.
- Niamh Nestor was deemed elected as SAI Treasurer,
- Linda Barry was deemed elected as SAI President.

Ratification to the Board – General Member/New Organisation

- Lorraine Tansey, StudentVolunteer.ie - ratified to the Board

9. AOB

- **Linda Barry** expressed appreciation to all attendees and extended special thanks to NM and Vicky O’Sullivan for their valuable and significant contributions to *Collaborate 2025*.
- **Colleen Doyle** suggested raising the profile of the SIG’s work. **Daniel Caldwell** and **Colleen Doyle** will collaborate to initiate this promotional effort.
- Representing the EDI SIG, **Simon Gray**, noted that the group is currently under-resourced and requested some assistance with recruitment.
- **Deirdre Falvey** UCC, on behalf of the Finance SIG, reported that the group has 10–12 active members and is continuing to grow steadily.
- **Simon Gray** and **Daniel Caldwell** proposed convening a meeting with all SIG Chairs to encourage collaboration and planning.
- **Linda Barry** thanked everyone for attending and thanked Vicky O’Sullivan and Mary Neiland.