

TUSE

Steering Group Meeting 25

25TH February 2020, 11.00 am

Institute of Technology Carlow, Boardroom, Haughton Building

Attendees: Andy Shenstone (Chair), Jim Moore (Chair WIT), John Moore (Chair ITC)

Patricia Mulcahy (President ITC), Willie Donnelly (President WIT), Martin Costello (WIT), David Denieffe (ITC), Anne Marie Caulfield (WIT), Gary Holohan (PwC) – by phone, Cormac O’ Toole (ITC), Elaine Sheridan (WIT)

Recording: James O’Sullivan

The following documents were circulated in advance:

- Minutes of the 24th TUSEI meeting – 2nd December 2019
- Agenda for the meeting of 25th TUSEI meeting – 25th January 2020

The following document was circulated during the meeting:

- Programme Governance Discussion document

(1) Welcome and Introduction	The chair welcomed everybody to the 25 th meeting of the TUSEI Steering Group.
(2) Apologies	Catherine O’Donnell (ITC), Ger Frisby (ITC), John Wells (WIT)
(3) Minutes of the 24th meeting 2nd December 2019	Previous minutes to be recirculated and if no comment by the end of the week to be published.
(4) Change Management Programme update	A comprehensive discussion took place, led by Gary Holohan (PwC), regarding the potential options for membership of TUSEI joint governance committee. Action: A. Shenstone, G Holohan, P. Mulcahy and W. Donnelly to convene a call to finalise the structure of the committee.
(5) Update on engagement with Department of Education officials	A meeting was held between Senior Management representatives from both Institutes, the Department of Education and Senior TUI representatives to discuss IR matters. The process for recruiting a Programme Executive Director as part of the overall governance arrangements for TUSEI has begun. The oversight group have agreed a short-list of candidates.

(6) Draft submission	The application requires editing and revisions. Work in ongoing in this area.
(7) IR update	Covered under point (5). ITC is progressing work in relation to the academic framework.
(8) Financial update	Discussion ensued including the implications of the expiration of existing Governing Body term at 31 st March 2020
(9) AOB	