

MINUTES

Meeting: TUSEI Leadership Group

Date: 23rd November 2020

Chairperson: Tom Boland

Attendees: Mary Hartley, Annette Byrne, Anne Meaney, Brian Foley, David Denieffe, David Dowling, Cormac O'Toole, David Dowling, David Ryan, Declan Doyle, Derek O'Byrne, Elaine Sheridan, Eleanor Kent, Ellen Hazelkorn, Eimear Radley, Frances Hardiman, Helen Murphy, Karen Hennessy, Joe Collins, John Fortune, John Wells, Maebh Maher, Lindsay Malone, Maresa Fitzhenry, Marie Esmonde, Neil Quinlan, Noelle Reilly, Orla Foley, Peter McLoughlin, Richard Hayes, Rita Dalton, Samantha O'Connor, Sinead Day, Suzanne Denieffe, Thomas Drury, Mark White.

Apologies: Yvonne Hoare

No.	Item
1.	Agenda The Chairperson welcomed the attendees. He outlined the agenda for the meeting as follows: <ul style="list-style-type: none">• Minutes of meeting of 16th November – any matters arising.• Update from Project Office.• Update from each work stream leader• Chairs of Engagement & Life Long Learning WG invited to attend for a discussion• AOB
2.	Minutes of meeting of 16th November 2020 There were no matters arising.
3.	Project Office Updates The Chairperson provided the meeting with the following information: <ul style="list-style-type: none">• Project Plan Priorities: TB thanked everyone for their plans.• Monitoring progress against project plans: Attendees will be sent document and it will be reviewed next week.• Engagement Forum: A meeting will be held during the week with PO and Leaders of Engagement with regard to setting up an Engagement Forum in a structured way with stakeholders.• Data Criteria: DR shared a document - 'Data Eligibility Criteria' relating to the statutory criteria that need to be met on staff, students and research. Further work is on-going in order to be ready for a pre-audit exercise in January in advance of the formal HEA mandated audit.• Resources: A reminder to submit budgets/resource requirements for each working group.• Each leader is to give a brief narrative on progress as part of the monthly report to the Minister – the next report to be submitted next week.• Chairperson offered, along with Project Directors, to meet with any groups for support and guidance.
4	Update from Work Stream Leaders Work Stream Leaders provided brief updates on their working groups. Working groups are focusing on their deliverables and outcomes. Each work stream has organized regular meetings of work stream leaders and working group chairs to review and monitor progress. Resource requests have been sent into PO and some are still being drafted and sent to Project Office this week. Some issues to note from the briefings: <ul style="list-style-type: none">- Corporate Services have no WG chairs yet and need to get up and running.- New Frontiers Initiative submitted a joint application

Meeting reference: TULEADERSHIP (by ZOOM)

	<ul style="list-style-type: none">- Research exploring with funding bodies about how ITC & WIT could potentially submit joint R&D funding applications.- Students Union are following up with recruiting more students on to Working Groups.- Branding Consultancy Company should be on board next week.- Reminder to all leaders that WG3 Multicampus Integrated Model will be seeking members of all WGs to contribute to their WG.
5	Discussion on Life Long Learning (LLL) commenced. WG Chairs joined the meeting via TEAMS The following includes some of the main issues raised during the discussion: <ul style="list-style-type: none">• LLL makes up a large % of activity in the institutes.• Great opportunity being created in the formation of a TU, a new paradigm shift, enabling broader, wider and more flexible access.• Opportunity to benchmark against other countries, such as Scandinavian countries.• Definition/Terminology of Life Long Learning needs to be explored.• The imperative to review academic design.• Resources to be targeted to fulfil social Inclusion and access aims.• The potential for staff CPD and post docs being delivered through the school of LLL.
6.	AOB No other business
7.	Next Meeting Monday 30th November, 2020, 11:00 am (by Zoom)