

# TUSE

## Steering Group Meeting 19

11th March 2019, 11.00 am

Waterford Institute of Technology: Boardroom, Tourism & Leisure Building.

**Attendees:** Andy Shenstone (Chair),

Jim Moore (Chair WIT), John Moore (Chair ITC)

Patricia Mulcahy (President ITC), Willie Donnelly (President WIT)

Ann Marie Caulfield (WIT), Martin Costello (WIT), David Denieffe (ITC),  
Richard Hayes (WIT), Gary Holohan (PwC), Cormac O' Toole (ITC), Elaine  
Sheridan (WIT), John Wells (WIT)

**Recording:** James O'Sullivan

### The following documents were circulated in advance:

- Amended minutes of the 19<sup>th</sup> February 2019
- Updated agenda for the meeting on 11<sup>th</sup> March 2019
- TUI Vision, Value and Mission paper

<b>(1) Welcome and Introduction</b>	The chair welcomed everybody to the 19 <sup>th</sup> meeting of the TUSEI Steering Group.
<b>(2) Apologies</b>	Ger Frisby (ITC), Catherine O'Donnell (ITC)
<b>(3) Minutes of the 18<sup>th</sup> meeting 19<sup>th</sup> Feb 2019</b>	An amendment was agreed to the minutes of the 18 <sup>th</sup> meeting regarding the provisional nature of the initial financial report.
<b>(4) IR update</b>	<p>Patricia Mulcahy provided an update on the IR engagement:</p> <p>The TUI has provided some position papers to-date and additional ones are in preparation for submission to management by the 15<sup>th</sup> March. One outstanding matter, which is being voted on next week in Carlow, is in relation to a shorter student contact calendar as part of the academic year for the TU and semesterisation. By the 15<sup>th</sup> March it is understood that the TUI will have provided all of their requirements. Responses will be returned by management to the TUI by the 21<sup>st</sup> March and the next TUI Joint Consultative Forum meeting is scheduled for the 25<sup>th</sup> March.</p> <p><b>Action:</b></p> <p>i. <b>The two chairs and Governing Body colleagues are to discuss the scheduling of</b></p>

	<p><b>the calendar month bearing in mind the sequence of activities including the Governing Body meetings.</b></p> <p><b>Noted:</b></p> <p>ii. Chair (ITC) stated that any additional submission feedback would be captured and managed consistent with the data room process.</p>
<b>(5) Governing body update</b>	<p>Chair (WIT) confirmed the date for the WIT GB meeting of the 26<sup>th</sup> March. Chair (ITC) confirmed the date for ITC GB meeting of the 14<sup>th</sup> March.</p> <p><b>Action:</b></p> <p>i. <b>Chair (ITC) to co-ordinate with WIT to align a second meeting for the 26<sup>th</sup>.</b></p>
<b>(6) Financial update</b>	<p>Elaine Sheridan presented two reports:</p> <ul style="list-style-type: none"> <li>• TUSEI Expenditure review to February 2019</li> <li>• TUSEI Expenditure review to August 2019</li> </ul> <p><b>Noted:</b></p> <p>i. that the accounting period has changed to the academic year in alignment with the HEA funding.</p> <p>ii. that if funding is not made available in the short term by the HEA then the Institutes may be required to fund the initial phase from internal budgets.</p> <p>The chair queried if budget could be moved between the categories and it was confirmed that this was likely to be acceptable.</p> <p>There is now a requirement to begin tendering for 'Risk Analysis programme support' to ensure no procurement related delays.</p> <p><b>Action:</b></p> <p>iii. <b>Financial expenditure to become a standing agenda item.</b></p> <p>iv. <b>Waterford IT president to follow up with HEA in relation to funding cycle.</b></p>
<b>(7) TURN</b>	<p>Willie Donnelly provided an update of the inaugural meeting on the 28<sup>th</sup> February.</p> <p>This meeting was positive with a roundtable presentation from each consortium. There was consensus on</p>

	<p>challenges such as pay scales and professorships.</p> <p>A case will be made to Government for support by June 2019 to tie in with the Estimates 2020 budgetary process.</p> <p>There will be four working groups:</p> <ul style="list-style-type: none"> <li>• TU staffing and grading norms and capacity development including research;</li> <li>• TU costs and funding issues including for research;</li> <li>• System integration and multi-campus management;</li> <li>• Defining the essence of a TU in the context of the Irish education landscape.</li> </ul>
<b>(8) AOB</b>	<p>Provisional date and time for next meeting: 8<sup>th</sup> April 2019 between 11 am and 1 pm (subsequently re scheduled to 15<sup>th</sup> April).</p> <p>Location: Institute of Technology Carlow.</p>