

TUSE

Steering Group Meeting 18

19th February 2019, 11.00 pm

Waterford Institute of Technology: NetLabs boardroom, Carriganore Campus.

Attendees: Andy Shenstone (Chair),

Jim Moore (Chair WIT)

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

Ann Marie Caulfield (WIT), Martin Costello (WIT), David Denieffe (ITC), Declan Doyle (ITC), Ger Frisby (ITC), Gary Holohan (PwC), Helen Murphy (WIT), Cormac O' Toole (ITC), Elaine Sheridan (WIT), John Wells (WIT)

Apologies: John Moore (Chair ITC), Richard Hayes (WIT)

Recording: James O'Sullivan

The following documents were circulated in advance:

- Agenda 18th meeting of TUSE Steering Group 19.02.2019 v2
- TUSEI-application-document-proof-st13
- TUSEI Programme Objectives v1

(1) Welcome and Introduction	Chair (SG) welcomed everybody to the 18 th meeting of the TUSEI Steering Group and highlighted the fact that the agenda items are now beginning to coalesce as the pieces come together Action: i. TUSE Steering Group through the Presidents to send congratulations to the MTU on the submission of their application.
(2) Apologies	John Moore, Richard Hayes.
(3) Minutes of the meeting of the 10th December 2018	Item 3 from SG Meeting 16 held on Jan 14 th awaited for further comment. Once amended these minutes will be sent to Chairs and Presidents for final approval.
(4) IR update	President (ITC) provided an update on the IR engagement President (WIT) highlighted the need to have a timeline to

	<p>close out the process and the Institutes must ensure that whatever is agreed does not negatively impact the future operations of the TUSEI.</p> <p>Noted:</p> <ul style="list-style-type: none"> i. There is now an agreed TOR and a draft MOU for a consultative forum. The Institutes have asked the TUI for their issues to manage the process effectively. ii. There must be a time bound solution to delivering the MOU iii. Chair (SG) Stated that the MOU needs to be prioritised to move forward quickly.
<p>(5) Governing body update</p>	<p>Noted:</p> <ul style="list-style-type: none"> i. Chair (GB WIT) the WIT Governing Body is keen to move to the submission phase. ii. ITC Governing Body is ready to endorse the submission. iii. TUI National Body are supportive of the TU initiative and expects the TUI members of the Governing Body not to object to the submission. iv. The Executive need to be strongly positioned to support the Governing Body v. IBEC have queried the rational for the delay in the submission. vi. The Prospectus risk analysis highlighted the potential to have a facilitator/mediator for negotiations. vii. The political landscape and the upcoming EU/local elections may impact progress if the submission has not been made before May 24th. <p>A general discussion was had on the resource implications on the Executive to deliver the TUSE and day-day operations concurrently.</p> <p>Action:</p> <ul style="list-style-type: none"> viii. The Presidents are to review resources to maintain momentum and also ensure Governing Bodies are aligned. ix. The Presidents must in parallel ensure shared communications to Executives and Unions.
<p>(6) Submission lockdown</p>	<p>There are a few final data points to be closed out on student/staff numbers, research and governance.</p> <p>These are to be included in the Annexes.</p>
<p>(7) Planning the programme - update (PWC)</p>	<p>PWC discussed the design of the change programme governance is ongoing and will take eight weeks to complete.</p> <p>As part of this exercise, engagement has been undertaken with the presidents, VPs and executive teams to develop the objectives to be achieved by the change programme. The</p>

	<p>input in the workshops has been very positive.</p> <p>These objectives cover the work of the change programme in establishing the TUSEI, which it is anticipated will be delivered over a timeframe up to 2024.</p> <p>The TUSEI mission and vision, set out in the designation document, will be delivered over a longer time frame by the organisation itself once established.</p> <p>Noted:</p> <ul style="list-style-type: none"> i. The next stage in designing the change programme governance will take place through workshops with wide cross organisational, cross functional teams. ii. The outputs of the workshops will provide a high level view of the programme activities which will inform the workstream structure for the change programme. iii. A comprehensive planning exercise will be required, once the programme governance is in place, in order to develop an integrated plan for the change programme. iv. This plan should provide detailed information for a rolling six to nine month planning horizon, with higher level activities and milestones over the longer timeframe of the programme. v. In the interim 3 months there is a need for resourcing to establish the programme governance and to prepare for the International panel visit. <p>Following a question from the Chair (SG) of the number of staff involved to date in the process, PWC stated the members of the joint executive teams have been involved and estimated that including the planned cross functional workshops, between 60 and 80 staff will be involved overall.</p> <p>PWC are awaiting feedback in relation to planning the cross functional workshops in order to update plan for the current exercise to design the programme governance.</p> <p>Action:</p> <ul style="list-style-type: none"> vi. Feedback to be given by Steering Group in relation to the Programme Objectives as issued.
(8) TURN	<p>Noted:</p> <ul style="list-style-type: none"> i. Willie Donnelly is to attend on behalf of Elaine Sheridan at the next meeting – 28th February. ii. Each TU consortium will present to Department of Education and HEA on overall plan and issues. iii. Professor Phil Gummett ex. Chief Executive of the

	<p>Higher Education Funding Council of Wales who undertook wide system changes to the Welsh higher education system will be present.</p> <p>iv. Patricia Mulcahy noted that the presentation will be consistent to the HEA pitch including mission, vision, values and status.</p> <p>v. Willie Donnelly stated that the SE context should also be presented.</p> <p>Action:</p> <p>vi. Presidents to develop presentation together.</p>
(9) Financial update	<p>PWC recused.</p> <p>Chair (SG) requested the collective financial position.</p> <p>Noted:</p> <p>i. A preliminary overview of the budget and expenditure to date was discussed and future reporting requirements agreed</p> <p>Action</p> <p>ii. Future meetings will be presented with financial reports as a standing item covering expenditure to date and known commitments</p>
(10) AOB	<p>Date and time for next meeting: 11th March 2019 between 11 am and 1 pm.</p> <p>Location: Waterford Institute of Technology.</p>