

TUSE

Steering Group Meeting 23

23rd September 2019, 11.00am

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), David Denieffe (ITC), Cormac O Toole (ITC), Elaine Sheridan (WIT), Anne Marie Caulfield (WIT), Gary Holohan (PwC), Richard Hayes (WIT)

Recording: Shauna Whyte

The following documents were circulated in advance:

- Minutes of the 22nd TUSEI meeting – 27th June 2019
- Agenda for the meeting of 23rd TUSEI meeting – 23rd September 2019

(1) Welcome and Introduction	The chair welcomed everybody to the 23 rd meeting of the TUSEI Steering Group.
(2) Apologies	Ger Frisby (ITC), Martin Costello (WIT), Catherine O Donnell (ITC), John Wells (WIT)
(3) Minutes of the 22nd meeting 27th June 2019	Previous minutes were approved and are to be made available on the TUSE website
(4) IR update	Meeting of the TUI forum is scheduled for this afternoon
(5) Financial update	Financial model issues were discussed as part of (8) below
(6) TURN	Final TURN report was received in September.
(7) Change Management Programme Update	Change programme was discussed as part of (8) below.
(8) Recent submission to HEA	Both Presidents, together with members of the Executive teams recently met with representatives from the HEA and Department of Education and Skills. Attendees at the meeting included Mr. William Beausang, Assistant Secretary Higher Education, DES and Mr. Philip Crosby, Principal, Higher Education, DES. The meeting was Chaired by Ms. Orla Nugent, Deputy Chief Executive HEA.

	<p>The steering group discussed the focus of the meeting agreed that a sub group of the Steering Group would be convened to address specific issues arising.</p> <p>Action: A call is to be organised early next week between GH, the Presidents, Chairs and A. Shenstone.</p> <p><u>Update on Collaborative Projects</u> There are 28 ongoing collaborative projects in total - 14 assigned to each Institute.</p> <p>Declan Doyle presented a summary of the IT Carlow projects based on a submission by Dr. David Ryan. Dr. Richard Hayes submitted and presented a summary of the WIT projects. Good, collaborative work is ongoing, with over 100 staff from both Institutes involved.</p> <p>Action: Detail of the projects and their deliverables should be evidenced on Institute and TUSEI websites.</p>
<p>(9) Update on meeting with SE County Managers</p>	<p>Patricia Mulcahy and Willie Donnelly recently met with the South East County managers to discuss the role the TUSEI could play in driving regional economic growth in the South East. The County Managers group is keen to assist with securing TUSEI.</p> <p>A follow-up meeting (attendees to include C O’Toole, D Doyle, R Hayes, and E Sheridan) is to be arranged.</p>
<p>(10) Correspondence</p>	<p>Both Presidents met the new Student Union representatives at the start of term. However as Chair of the steering group Andy Shenstone will reply officially to correspondence received previously from Student Unions of both Institutes.</p>
<p>(11) MOU</p>	
<p>(12) AOB</p>	<ol style="list-style-type: none"> 1) Some editing work is required prior to December submission of the TUSEI application. Action: D Denieffe and R Hayes to follow up on this. Both sub editors are to be invited to the next meeting to discuss updates / edits. 2) It was agreed that it is necessary to have an independent auditor validate the data that is contained in the TUSEI submission.

	Action: C O'Toole, D Denieffe, R Hayes and E Sheridan to organise
	Next meeting – 2 nd December, 11am – WIT - Tourism and Leisure Building