



Spotlight: Corporate Affairs

In accordance with the provisions of the Technological Universities Act 2018, the South East Technological University (SETU) Governing Body has been established. The SETU Governing Body met on 1 May 2022 and formally appointed Professor Veronica Campbell as President of SETU. The Governing Body have met a further four times in May 2022, with a view to ensuring that governance, legislative and administrative obligations are met, and this includes the establishment of committees of Governing Body. The Governing Body approved the proposed Interim Academic Council structure.

In accordance with the TU Act, four members were appointed by the Minister for Further & Higher Education, Research, Innovation & Science to SETU Governing Body for an initial period of six months. Within this six month period the SETU Governing Body must establish procedures for the appointment and elections of external members and staff/student members, respectively. A nominations committee has been established which will determine the recommended competencies of external members. HEA approval of the competencies will be required. The Nominations Committee will also recommend election processes for staff/student members. During this initial six months period, SETU Governing Body, keen to ensure continued integration, partnership, and collegiality with staff and students, invited observers to attend Governing Body meetings. From 24 May, observers representing academic staff, professional managerial and support staff and students will be in attendance. Observers do not have voting or proposal rights and will attend Governing Body meetings until such time as the composition of the full Governing Body is established. The agenda and minutes of SETU Governing Body meetings can be accessed at this [link](#)

Finance

We are delighted to report that the integrated finance system has gone live and that SETU now has a unified finance system in place across all campuses. We would like to take this opportunity to thank the Finance team for all their hard work on this project and to also thank all users for their support during this time. Purchase orders are now being issued by SETU and several payments runs have already been processed to suppliers. However, we are still closing out the final configuration fixes with the system therefore we appreciate your continued support while these final fixes are being put in place. The finance system merger will also enable the roll out of the requisitioning on-line functionality across the Carlow and Wexford campuses over the coming weeks and months. The roll out will be fully supported in each area with training and assistance as required. Communications are continuing to be issued to internal and external stakeholders and we will continue to provide updates as processes align.





IT IS

For Establishment Day, a new SETU Office365 environment was built. An initial configuration of this was made to give all staff@SETU.IE email addresses. The next phase of the project will be to build a new Active Directory environment and link it to the SETU Office365 environment. Active Directory is the infrastructure that is used for logging on to systems at each campus and remotely. Its main function is security – it is used to control access to files, applications, printing, Teams, websites and many other resources. When built, the new Active Directory will be tested to assess interoperability with current applications and services.

Integration of these apps and services has been configured and customised over many years at each campus, so it is expected that testing will reveal a lot of reconfigurations to be done. In parallel, we will be building a migration system and developing migration processes for all users and systems. This will allow us to plan for the migration of existing emails, files, Teams and access rights from the current IT Carlow and WIT locations into the new SETU one. When we have confirmed that all key applications and services will work in the new environment, we will start migration of current users and data, and start creating accounts for new starters. New student and staff id cards have been designed. A new card production system will be implemented for production of the new cards for the Carlow, Wexford and Wicklow campuses.

In tandem with all of the above, IT resources will continue to assist in projects to upgrade and merge key applications.

HR

We continue to make strong progress on the alignment of process, through engagement with our IR partners. The Equality Statement, EDI policy and Recruitment and Selection policy was approved by Governing Body and a number of other policies will be presented for approval in the coming weeks, including the mobility policy and Dignity & Respect policy. We successfully transferred staff members from our former employers IT Carlow and WIT on our CORE HR IT System and seamlessly transferred everybody over to our new employer SETU.

The focus of the HRIS project now returns to the integration of the CORE HR systems. Access Group as suppliers of the system led initial workshops on the business and system process alignment (SPA) process; further internal workshops are taking place with the subject matter experts to complete the SPA documents for the various CORE HR modules. Following these workshops, the Access Group will review the SPA documents and provide recommendations for the merger project and also evaluate system configurations. It is expected the integrated system will be ready for user acceptance testing (UAT) in Q1 2023.



- The next all-staff webinar will take place on 16 June, focusing on the PMO and IT
- Access previous newsletters using the following [link](#)
- Access commonly asked questions using the following [link](#)

NEWSLETTER

7 June 2022

Updates from across SETU programme

Research and Innovation

- New joint SETU Research, Innovation & Entrepreneurial committee is expected to be finalised at Academic Council on 7 June.
- New SETU Research awards will be announced in September 2022. Nomination date has been extended until 7 June. Please submit your nomination to @Research Office SETU Waterford.
- New SETU PIC number for European Research applications finalised and available from research offices in Carlow and Waterford.
- Letters have been issued this week to all national research funding agencies with details of our transition, SETU accounts and contact points on each campus.
- WG2 subgroup developing KPIs for research, taking into consideration professional researchers, academic staff cohorts and postgraduate students as well as the diverse fields of research. DORA principles also being considered.
- Investigating possible national and EU funding mechanisms to advance SETU research.

Academic and Student

- Second meeting of the SETU Academic Council took place on Tuesday, 7 June.
- Examination processes complete across all campus.
- Integrated approach to communications to optimise CAO applications.

Identity and Branding

- Design work is ongoing with brand agency Red Dog to support the rollout of the SETU brand. Engagement has commenced with academic areas to develop required collateral.
- Full logo suite developed including master, abridged, partner, international and Chinese versions of the SETU logo.
- Communications campaign to support CAO change of mind finalised and operational.
- The first phase of rebranding and naming amends to legacy ITC and WIT websites is ongoing.

The PMO

- The SETU project plan continues to progress and is facilitated by ongoing regular engagement with the wider PMO including co-ordinators, domain leads and domain managers, integrated leads and partners across SETU. The latest version of the overall project plan is available on the SETU staff hubs. Planning for the SETU foundation year is underway with a focus on the next milestone which is the start of the first full SETU academic year in September.
- The next phase of the plan will reflect strategic planning and organisational design, as envisaged in post establishment programme structure.
- The next Change Network event is tomorrow, 8 June.



For more information on the above or to share any ideas or concerns, please contact the SETU Programme Management Office at SETUpmo@ie.gt.com