

MINUTES OF 14TH MEETING OF THE *TRANSFORM-EDU* PROJECT [Draft 1]

Held on Tuesday December 22, 2020 at 15:00 Hrs, On MS Teams

Present:

- [WP1] Philip Owende (Chair, Taking Minutes);
- [WP2] Jen Harvey;
- [WS3.1] Cormac McMahon, Andy Maguire;
- [WS3.2] Aiden Carthy;
- [WS3.3] Phil Mulvaney, Pat O'Connor;
- [WS3.4] Ronan Keaskin;
- [WS4.1] Paul Dervan, Miriam O'Donoghue;
- [WS4.2] Margaret Kinsella;
- [WP5] Philip Owende;
- [WP6] Sandra Thompson.

Apologies:

- [WP2] Barry Ryan;
- [WS3.4] Martha Burton, Noel O'Connor;
- [WS4.2] Larry McNutt;
- [WS4.3] Kevin O'Rourke;
- [WP5] Brian Bowe;
- [WP6] Miriam O'Donoghue;

In Attendance:

Postgrad students: Ellen Kampinga, Wyndham Chalmers

1. Adoption of Agenda

Adopted

2. Introduction of Postgraduate Student Present & Outline of Work Areas

The two postgrad students were introduced and informally requested to describe their work areas which they obliged and were well received. They were duly asked to request for any assistance from other WPs and Workstreams if and when required

3. Work Package/Workstreams Outline of Deliverables & Brief Discussion

- Outline of progress reports were highlighted and salient issues discussed and to be detailed in individual WP/Workstream reports in shared drive (All coordinators to kindly update for 22/12/2020 if not done so already).

4. Proposal for Scheduling of 2021 Progress Meetings

- Agreed to schedule meetings for 15:00 to 16:00 Hrs on Last Friday Each Month
- Agreed that WP/Workstream Leaders to schedule own meeting as deemed fit].

5. Re-emphasise requirement to credit to Transform-EDU Project in communication and dissemination

- Noted that the last phase of the project is expected to have significant amount of communication and dissemination.

6. AOB

- None

Date for next meeting: January 29, 2021

Transformative Student-Centred Learning Record (*Transform-EDU*) Project is supported by: