

## MINUTES OF 21<sup>st</sup> MEETING OF THE *TRANSFORM-EDU* PROJECT [Draft 1]

Held on Friday 10<sup>th</sup> September, 2021 at 15:00 Hrs, On MS Teams

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### Present:

[WP1] Philip Owende (Chair) Cormac MacMahon (Taking Minutes)

[WP2] Jen Harvey,

[WS3.1] Cormac McMahon, Mick McKeever

[WS3.2] Aiden Carthy, Miriam O'Regan

[WS3.3] Phil Mulvaney,

[WS3.4] Ronan Keaskin Martha Burton,

[WS 4.1] David Gaul;

[WP5] Philip Owende

[WP6] Sandra Thompson

**Apologies:** Fionnuala Darby, Barry Ryan, Andy Maguire, Margaret Kinsella, Brian Bowe

### 1. Adoption of Agenda

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Agenda Adopted

Agenda to focus on [1] annual report to HEA [2] website and social media [3] dissemination and impact during final year of Transform EDU [PWO]

AOB - Cormac added issue raised by Jen Harvey re: possibility of Gasta style webinar for all T&L projects to share what is happening with each project [CMcM]

### 1. Minutes of 20<sup>th</sup> Transform-EDU Meeting and Matters Arising

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- Minutes Adopted with minor amendments – proposed by Philp Owende, Cormac McMahon
- Emphasis of meeting #20 focused on preparation of report for HEA and update website.
- A brief note that WS3.2 PG student is now onsite for the 2021-2022 academic year from August 23<sup>rd</sup>.
- PM raised the need for clarity on TU Dublin's Employment and Employability guidelines and move towards a final consolidated position. [PM]

### 2. Annual Report to HEA

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- Philip noted that that annual report to the HEA has been submitted and can be found [here](#).
- The team were commended for significant achievements of the past academic year.
- CMcM suggested that it would be good to arrange one of our forthcoming meetings face-to-face in recognition of these achievements.
- Noted changes in project personnel were recorded including, appointment of Cormac McMahon as project director, the appointment of Ronan Keaskon to WS 3.1 and the appointment of Mick McKeever to WS 3.1 and the recruitment of post-doctoral fellow, Miriam O'Regan to WS 3.2.
- The impact of COVID'19 on progress has necessitated a No-cost Extension to the project to June 2022, and which was approved within the reporting period.
- HEA have formally requested PI to re-profile budget to June 2022.
- A considerable proportion of the budget in some workstreams is underspent. Individual meetings with WS leaders to be arranged to discuss opportunities over the next 4 weeks.

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

- Budget v Spend for each workstream shared with team and is available [here](#).
- Focus of coming year will be on final report to HEA. Request for PWO for each WP and WS leader to provide a structure (template) for sections related to their WPs or WSs [PWO]

### 3. Website and Communications

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- [www.transformedu.ie](http://www.transformedu.ie) was populated with content over the summer months.
- Request made by CMcM for all WS and WP leaders to review the content under their own area and request any amendments and / or updates.
- Likewise, a request for any updates on news or scholarship.
- Feedback provided to Cormac by Phil Mulvaney has requested that students be enrolled into these modules automatically.

### 4. Website and Communications

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- Outline proposal for dissemination for Transform EDU outputs during VIT&L, which takes place in November – proposal available [here](#).
- Team broadly in agreement with proposal – CMcM and PWO to follow-up on submission to National Forum.
- Thomas Lancaster from Imperial College London suggested as guest speaker. Sandra also proposed Jeff King from University of Oklahoma on STLR. Sandra noted that a Masters in Transformative Learning (online) being launched there.
- Request made Youcef Sai in LTTC for Transform EDU team to present their work to the PG Cert Students. Date tentatively scheduled for 17<sup>th</sup> November.
- Jen Harvey noted possibility for various T&L project teams to share their under “festival”.

### AOB

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- Date for next meeting: 8<sup>th</sup> October 2021