

MINUTES OF 11TH MEETING OF THE *TRANSFORM-EDU* PROJECT

Held on Friday May 8, 2020 at 10:00 Hrs, via Video Conference in Teams

Present:

- [WP1] Cormac Doran (Chair), Philip Owende (Taking Minutes);
- [WP2] Jen Harvey, Barry Ryan;
- [WS3.1] Cormac McMahon, Andy Maguire;
- [WS3.2] Aiden Carthy;
- [WP3.3] Phil Mulvaney;
- [WS3.4] Martha Burton, Noel O'Connor, Cormac Doran;
- [WS4.1] Paul Dervan;
- [WS4.3] Kevin O'Rourke;
- [WP5] Philip Owende;
- [WP6] Sandra Thompson;

Apologies:

- [WS3.1] Andy Maguire;
- [WP3.3] Pat O'Connor, Julie Bernard;
- [WS4.1] Miriam O'Donoghue;
- [WS4.2] Larry McNutt, Geraldine Roche, Margaret Kinsella;
- [WP5] Brian Bowe

In Attendance:

None

1. Adoption of Agenda

- Agenda was adopted by the meeting

2. Minutes of Previous Meeting.

- Minutes of the meeting of 10th Meeting of Transform-EDU Project Held on Friday April 3, 2020 at 10:00 Hrs, via Video Conference in Teams was accepted as true record of the transactions at the referred meeting.

3. Matters arising

- With regards to any international students recruited into project, as it stands the Dept of education has restrictions on who can come into country, and thereafter, a two week isolation is required.
- If physical distancing is an issues deferral of start date is suggested, but there is need for clarity if such a Postgrad, e.g., MPhil candidate for WP2 will be able to start research.
- Reported that Festival of Learning is in doubt but there will be a virtual forum of some sort in.

4. Progress against Project timelines/milestones/deliverables in Transform Proposal and any identified WP/Workstream Risks.

The following Workstreams have submitted progress reports accompanying these minutes:

- WP2 (JHarvey) Characterising the TU Dublin Transformative Education Framework (May 2020)
- WS3.2 (ACarthy) Social & Emotional Skills Development & Work Readiness (May 2020)

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

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- WS3.3 (PMulvaney) Service Learning, Civic & Community Engagement (May 2020)
 - WS3.4 (CDoran) Integrative Cross-disciplinary TL Events (May 2020)
 - WS4.1(PDervan) Development of standard for Transformational Learning Record (May 2020)
 - WS4.3(KO'Rourke) Digital Campus Support for TLR (May 2020)
 - WP5 (BBowe) Developing Student-Centred QA-QE Processes and Procedures for Transformative Learning (May 2020)
 - WP6(SThompson) Implementation & Sustaining Transformative Learning Record (May 2020)

Reports from the following Workpackages/Workstreams are pending: WS3.1(CMcMahon); WS4.2(LMcNutt)

5. WP/Workstream plans for sharing/dissemination of outcomes

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6. Expenses vis-a-vis budgets to-date reports.

- Re-emphasised that project budget for 2019 was underspent, therefore, each workstream to countercheck that all their expenses have been reflected accurately.
- Proposed that the Coordinator to provide I/E status so that the workstreams are aware of their positions. Coordinator to request for relevant I/E information for the next meeting.

7. Project Director Role.

- Reported that Cormac Doran is relocating to Trinity College Dublin (TCD) to take up the role of Assistant Academic Secretary for Graduate Education.
- On behalf of Transform-EDU Project Team, the Project Coordinator acknowledged Cormac's contribution to progress to date and wished him well in the new undertaking at TCD.
- Reported that the 12th Transform-EDU meeting will be CD's last project meeting.

AOB

- Resulting from CD's departure, RKeaskin will lead WS3.4
- Noted that project website, though incomplete, has offered opportunity to link to other websites for dissemination of activities. Modalities for hosting on TU Website to be investigated as it would provide a focused internal communication and wider external reach.

Date for next meeting: To Be Determined