



Purpose

The purpose of the UCD Agile Steering Committee (the Committee) is to oversee and support the activities of UCD Agile as it delivers its remit as set in Strategic Initiative Six of UCD's 2015-2020 strategy – Increasing Agility and Effectiveness – and as formalised by the UMT at its June 30 2015 meeting.

This increased agility and effectiveness will be achieved on a long-term and sustainable basis by meeting the following objectives:

Empowering people

- Build and develop leadership capacity and capability at all levels within the university through the devolution of appropriate authority, and the positive empowerment of staff.
- Develop the enhanced capacity to capture and capitalise on creative potential across the community.

Delivering value and excellence

- Increase capacity to deliver value to beneficiaries of University processes.
- Ensure excellence in processes as benchmarked by relevant international comparators.

Developing a continuous improvement culture

- Enhance institutional competence in continuous process improvement and responsiveness.
- Develop an embedded ethos of continuous process improvement in order to create a robust system to quickly identify and address issues and inefficiencies.
- Increase capacity to identify and eliminate non value adding process steps in order to allow efforts to be invested elsewhere.

UCD Agile acts to support these objectives as it delivers its remit in support of Strategic Initiative 6 as set by the UMT in June 2015.



Terms of Reference

1. The Committee will advise on, develop and oversee the implementation of a strategic agenda for UCD Agile, ensuring that the priorities of same are aligned with the University Strategy.
2. The Committee will approve the annual work programme and report at least annually to the UMT on progress against this programme.
3. The Committee will ensure effectiveness of UCD Agile's activity by monitoring the work programme and project outcomes ensuring that stated objectives are met.
4. The Committee will champion and provide oversight to the agreed implementation plan.
5. The Committee will provide strategic learning and thinking in relation to Strategic Initiative 6 and UCD Agile's support for it, reflecting on experiences gained and shaping developments.
6. The Committee will work with the UBPG, the Colleges and Schools, amongst others, in order to ensure there is visible and conscious Strategic Initiative 6 activity across the University, supported by UCD Agile.

In addition the Committee will support UCD Agile in the following ways:

Representation

Proactively advocate for the work of UCD Agile on a collective and individual basis within university.

Communication

Provide assistance with the dissemination of process improvement information and best practice to relevant academic and administrative staff.

Composition

The following shall be members of the Committee:

Chair: Mark Rogers, Registrar and Deputy President

College Principal

College Principal

Head of School

Academic

Representative – University Business Planning Group

Representative – UCD HR

The Committee may co-opt representatives as required ensuring the appropriate expertise is available to conduct its business effectively.

Committee Support

UCD Agile shall provide administrative support as required to the Committee.



UCD Agile Steering Committee – Purpose & Terms of Reference

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Conduct of Business

- The first meeting of the Committee will be convened by the chair with at least seven days' notice
- The initial schedule of meetings of the Committee will be proposed by the Team and agreed at the first meeting of the Committee.
- The agenda for each meeting and the minutes of the previous meeting will be circulated in advance of all meetings.

Reporting

UCD Agile, under the direction of the Registrar and Deputy President, will report to the Committee. The Committee will report to UMT, at least annually, via the chair.