

Item 2a MSDP Updates

Item 1: Thank you to outgoing MSDP Deputy Chair Rie Grantham-Lane.

As Rie's interim role (at Loughborough) draws to close and she takes up a new lead role with the Ministry of Justice, she will be stepping down as our Deputy Chair.

The MSDP would like to warmly thank Rie for her contribution to our Partnership and wish her well as she take on her new role.

Item 2: Requirement for an MSDP executive group

To ensure the continued longevity of the MSDP a small executive group is required to

- Ensure the MSDP fulfills its [Articles of Association](#) to act as a channel of communication and co-operation on staff and organisational development.
- Provides logistical support to enable effective communication (in all its forms) within the region.
- Administer the financial reserves of the partnership to support MSDP activities.

Proposal: A small core group who will meet on a virtual basis (when required) to support the MSDP activities through interchangeable roles which include Chairing meetings, Organising special events, maintaining the website, initiating communication channels (various), being assigned bank account holders.

Action: All: The Chair will send out an email prior to the MSDP meeting to engage support for establishing a small executive group.

Item 3: Change of account holders for MSDP Santander Account

There is a requirement to change account holders for the MSDP Santander Account following on from any inauguration of new members to the executive group.

This will require completing the Treasurers change of detail form by new appointees and counter signature form two existing signatures which will require Rie's last action as she steps down from the role.

Item 4: MSDP Spring update

A general MSDP update was circulated to members in March please see [MSDP Spring update 2018](#)

Item5: Report back MSDP meets Lean: Applying LEAN in an HE context (Cycle of Service)

The MSDP with support from an SDF regional grant held its regional event on 7th March 2018.

This was well attended from members of the region and from colleagues outside the region.

A write up of the event together with the collated evaluation sheets can be viewed through the following links.

- [Can we be Lean \(reflection on MSDP event for SDF\)](#)
- [MSDP Lean event evaluation feedback](#)