**STEERING COMMITTEE – DEC. 1 AND 4, 2014 MEETING NOTES**

The TN Steering Committee met right before and after the Cape Town conference. Members attending were: Jan Reid, Tony Monaco, Cheryl de la Rey, Nieves Tapia, Shamsh Kassim-Lakha, Olive Mugenda, Lorraine McIlrath, Muhammad Asghar, John Wood, Agnieszka Nance (representing Scott Cowen), José Sanz, Beatriz Rodriguez (representing Sara Ladrón). Guests were: Dzul Razak (President, International Association of Universities) and Miriam Nelson (Assoc. Dean, Tisch College, Tufts University). Secretariat staff in attendance were: Rob Hollister, Lorlene Hoyt , Maureen Keegan, Rantimi Oluwasegun, and Michael Hoepp. Attending on Dec. 4 were student representatives Roxanne Heston and AJ Fields, and Jennifer Catalano and Brianda Hernandez of the secretariat staff.

On Dec. 1, Vice Chair Jan Reid welcomed new members Lorraine McIlrath and Muhammad Asghar. The group made final preparations for the global conference. Members discussed a proposal to establish the new role of TN Senior Fellow and Ambassador, an initiative to extend the leadership contributions of selected former SC members. They asked the secretariat to revise the proposal for additional consideration.

The meeting focused primarily on strategic planning, with discussion led by new Chair Tony Monaco and Vice-Chair Cheryl de la Rey. The group reviewed a SWOT analysis (Strengths, Weaknesses, Opportunities and Threats). They clarified that TN will place greater emphasis on supporting the work of senior administrators. TN also will continue to engage and to support the leadership of university heads, but be realistic about their time constraints.

There was consensus that TN should continue to expand its research activities, including a focus on measuring and analysing the impacts of university engagement. SC members advocated that as TN expands research program, that it actively collaborate with other networks and partners including regional networks, and also International Association for Research on Service-learning and Community Engagement, and Global Alliance on Community-Engaged Research.

It was agreed that collaboration with regional networks be a greater priority for TN in the coming period. Dzul Razak, President of the International Association of Universities, outlined opportunities for collaboration between TN and IAU; SC members concurred with his recommendations.

Members who were completing their terms on the SC – Shamsh Kassim-Lakha, Jan Reid, José Sanz, and John Wood – received thanks for their service and each shared reflections on the development of the Talloires Network that they helped to achieve.

The SC reconvened briefly immediately following TNLC 2014. Members discussed how to involve student representatives in future SC meetings (a key recommendation advanced by student participants in the conference), opportunities to publicize the conference and its outcomes, and steps to implement the conference Call to Action.