



Higher Education Authority (HEA) Student and Staff Health and Wellbeing Advisory Group

Governance Document

<p>Context</p>	<p>The Higher Education Authority (HEA) oversees the implementation of the Higher Education Healthy Campus Charter and Framework (2020 - 2025), in partnership with the Department of Health. The <i>Healthy Campus Charter and Framework</i> offers guidelines to third-level institutions to build on existing health and wellbeing actions and assists with the integration of student and staff health and wellbeing across the whole campus including teaching and learning, supports and services, staff development, and policies.</p> <p>The HEA is the lead stakeholder on Action 3.3.3 in the Department of Health’s <i>Connecting for Life – Ireland’s National Strategy to Reduce Suicide 2015-2024</i> and in 2020 launched the National Student Mental Health and Suicide Prevention Framework. The Framework offers a whole-of-institution approach to student mental health and suicide prevention across nine themes.</p>
<p>Purpose</p>	<p>The Advisory Group has been established to advise the Higher Education Authority (HEA) executive on policy relating to whole-campus student and staff health and wellbeing across higher education institutions (HEIs), including but not limited to, the implementation of the <i>Healthy Campus Charter and Framework</i> and the <i>National Student Mental Health and Suicide Prevention Framework</i>.</p>
<p>Scope</p>	<p>The Advisory group will provide advice to the HEA executive on issues relating to addressing health and wellbeing in Irish higher education institutions (HEIs) in relation to students and staff, in the context of a whole campus approach, with an emphasis on health promotion.</p> <p>These terms of reference will be reviewed at least every 18 months.</p>
<p>Functions</p>	<p>The Advisory Group’s primary function will be to advise the HEA executive in relation to its work in promoting a whole campus approach to student and staff health and wellbeing in Irish higher education.</p> <p>Key functions include:</p> <ol style="list-style-type: none"> a. Providing advice to the HEA executive on policy to address a whole of campus student and staff health and wellbeing b. Providing advice to the HEA executive on monitoring and evaluation of health and wellbeing across institutions including whole campus evaluation, as well as programme/initiative-specific c. Provide advice and support in relation to implementing and monitoring the <i>Healthy Campus Charter and Framework</i>



	<p>d. Provide advice and support in relation to implementing and monitoring the <i>National Student Mental Health and Suicide Prevention Framework</i></p> <p>e. Any other business relevant to its remit as requested by the HEA.</p>
Chair	<p>The Advisory Group will be chaired by the HEA Senior Manager, Healthy Campus, Mental Health & Wellbeing.</p>
Secretariat	<p>The secretariat will be provided by the HEA.</p>
Membership	<p>Membership of the Advisory Group, convened by the HEA, will comprise representation from relevant higher education stakeholder groups, relevant government departments/agencies, and specialist external organisations as they relate to student and staff health and wellbeing.</p> <p>Membership of the Advisory Group will include representation or expertise from each of the following organisations/areas:</p> <ul style="list-style-type: none"> • Healthy Ireland • HSE Education, Health and Wellbeing • HSE National Office of Suicide Prevention • Students • Student Services • HEI Counselling • HEI Health Services • Occupational Therapy • Access and Inclusion • Equality and Diversity • Youth Mental Health • Youth Health and Wellbeing • Human Resources • Physical Activity and Wellbeing • Healthy Campus Network • Private Higher Education Institutions <p>The group will include up to 3 Academic Experts, in the areas of Health Promotion, Health and Wellbeing, and Mental Health. At least one of these members will be international.</p> <p>The Advisory Group may decide to co-opt external experts from time to time, as appropriate. Non-members may be invited, via the Chair, to attend to discuss particular agenda items.</p>



	<p>The Advisory Group may establish working groups to progress specific pieces of work. The working groups may include representatives external to the Advisory Group.</p> <p>Membership of the group will be reviewed every 2 years.</p> <p>To ensure the working group remains representative, proposals for new members, or suggested changes, should be made in writing to the Chair.</p>
Frequency of meetings	<p>The Advisory Group will meet approximately 5 times a year.</p> <p>The Chair may call meetings more frequently if deemed necessary or upon the joint request of two or more Advisory Group members. Except in situations to consider matters of urgency, all meeting dates will be communicated at least three weeks in advance.</p> <p>Meetings of the advisory group will be held in a hybrid in person/online format.</p>
Transparency and Communications	<p>Documents will be circulated via email one week in advance of meetings (insofar as is possible).</p>
Agreement of Recommendations	<p>The Chair shall determine when consensus has been reached on matters discussed at Advisory Group meetings. Where there is a significant difference of opinion, this must be recorded in the meeting minutes.</p>

Date of Approval: 1st May 2024

Next review date: November 2025

Membership to May 2026

Name	Representation	Organisation / Affiliation
Biddy O’Neill	Healthy Ireland	Department of Health
Ingrid Doyle	Healthy Ireland	Department of Health
Patricia O’Sullivan	Private Colleges	Higher Education Colleges Association
Meabh McGuinness	HSE Education, Health & Wellbeing	Health Service Executive
Sarah Woods	HSE National Office of Suicide Prevention	Health Service Executive



Niamh Doherty	Student	Union of Students in Ireland
Rhona McCormack	Student Services	University of Limerick
Jennifer Farrell	Student Services	Technology University Dublin
Dr Sean O'Connell	HEI Counselling	Technology University Shannon: Midlands Midwest (PCHEI)
TBC	HEI Health Services	TBC
Ciarán Ó hlarnáin	Physical Activity	Student Sport Ireland
Dr Kieran Lewis	Occupational Therapy	Trinity College Dublin (AOTI)
Erica Meslin	Access and Inclusion	AHEAD
Dr Gemma Irvine	Equality and Diversity	Maynooth University
Siobhán McGrory	Youth Mental Health	Jigsaw
Joseph Morning	Youth Health & Wellbeing	Spunout
Martina Mullin	Healthy Campus Network	Trinity College Dublin
Mark Simpson	Human Resources	University College Dublin
Professor Margaret Barry	Academic Expert on Health Promotion	University of Galway
Professor Barbara Dooley	Academic Expert on Mental Health	University College Dublin
Dr Andrea Bickerdike	Academic Expert on Health and Wellbeing	Munster Technological University
Professor Mark Dooris	International Expert on Health and Wellbeing	Emeritus Professor University of Central Lancashire
Dr Ross Woods (<i>chair</i>)	HEA Senior Manager, Healthy Campus, Mental Health & Wellbeing	Higher Education Authority
Caroline Mahon	HEA National Healthy Campus Coordinator	Higher Education Authority
Ruth McLaughlin, Kristen Venianakis (<i>secretariat</i>)	HEA Healthy Campus, Mental Health & Wellbeing	Higher Education Authority