Jisc transnational education licensing: advisory board

Membership and terms of reference

(August 2020)

Mission

The transnational education licensing advisory board (TNELAB) will provide expert local advice and guidance to Jisc in support of assessing and developing the service. Members of the group have the responsibility and authority to provide strategic oversight and local operational context to help develop the service to reflect user needs.

The TNELAB is on a level for licensing with the e-textbook publisher strategy group and the content expert group. The TNELAB aligns with the UK TNE Tech Special Interest Group (SIG).

The key objectives for the TNELAB are:

1. For members to act as a representative for their own organisation, and as a proxy for similar HEIs, advising on strategies and approaches to deliver the constituent parts and metrics for evaluating the service success
2. To express community issues and expectations
3. To evaluate information from Jisc on licensing approaches and risks
4. To review the outcomes of publisher negotiations
5. To provide guidance on ethical considerations in TNE licensing
6. To disseminate and communicate results and recommendations to local communities and consortia networks such as SUPC, LUPC, NEYAL etc.
7. To propose ways of strategic join-up of TNE licensing across all areas of HEI TNE activity
8. To surface new ideas and share innovative practices in relation to TNE licensing

Mode of operation

1. The TNELAB will meet three times annually in a London location. Participants may join the meeting virtually although access and quality of sound cannot be guaranteed.
2. All further discussion will be virtual both collectively and through 1:1 discussion with the chair and vice-chair, members, and the Jisc team.
3. The TNELAB membership will be renewed annually in August to consider recruitment for any vacancies.
4. Interfaces with Jisc executive leadership will be managed by the head of Jisc International.
Membership

Membership of the TNELAB will be at the invitation of Jisc and drawn from those participating HEIs in the Transnational education licensing service and from representative bodies with an interest in TNE.

The term of office for group members is two years with the possibility of an additional term of up to two years upon the expiry of the first term.

There should be 8 members including the chair and vice-chair. The terms of office for both of these roles will be two years. It is anticipated that the vice-chair would normally take on the role of chair following the conclusion of their office as vice-chair.

The objective of the membership is to represent the breadth and diversity of the UK HE Library / University sector to ensure that all aspects and complexities of TNE are sought to be addressed with content providers. The membership will therefore include a cross section of institutions and course provision with students falling into different ‘Type Of Activity’ codes within the HESA Aggregate Offshore Record, as follows

- Significant students in Code 1
- Significant students in Code 2
- Significant students in Code 4
- A mix of students across Codes 1, 2 and 4 (two institutions)

Where a member is unable to attend a meeting they may send a delegate from their institution to attend instead.

In addition:

- UUKi representative as an observer
- Other representatives from e.g. HESA, QAA, by invitation

Jisc staff will be present including:

- Head, Jisc International
- Deputy director, customer licensing
- TNE Licensing manager
- Head of Licensing, Jisc Collections
- Jisc Collections Licensing specialist and licensing managers
- Committee Administrator

Proposed schedule of meetings August 2020 to July 2021

<table>
<thead>
<tr>
<th>Meeting/Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>First TNE licensing advisory board</td>
<td>November 2020</td>
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<tr>
<td>Second TNE licensing advisory board</td>
<td>March 2021</td>
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<tr>
<td>Wider Community event</td>
<td>April/May 2021</td>
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<td>Third TNE licensing advisory board</td>
<td>June 2021</td>
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