

Meeting reference: TULEADERSHIP (by ZOOM)

**Meeting:** TUSEI Leadership Group

**Date:** 29th March 2021

**Chairperson:** Tom Boland

**Institute Presidents:** Patricia Mulcahy

**Attendees:** **Leads:** Cormac O’Toole, David Denieffe, David Dowling, Declan Doyle, Elaine Sheridan, Joe Collins, Karen Hennessey, Ken Thomas, Orla Foley, Peter McLoughlin, Suzanne Denniffe, Thomas Drury.

**Editorial Team:** Mary Delaney, Richard Hayes,

**Co-Ordinators:** Maresa Fitzhenry, Martina Mullally, Marie Esmonde, Samantha O’Connor, Yvonne Hoare

**Project Office:** Brian Foley, David Kane, David Ryan, Ellen Hazelkorn (Academic Advisor), Eimear Radley, Janet Syms

**Apologies:** Mark White, Frances Hardiman, Helen Murphy, John Fortune, Willie Donnelly, Derek O’ Byrne, John Wells, Joseph Collins, Annette Byrne.

No.	Item
	<p><b>Agenda</b></p> <ol style="list-style-type: none"><li>Minutes of meeting of 22 March – matters arising.</li><li>Update from project office.</li><li>AOB</li></ol>
1.	<p><b>Minutes of meeting of 22 March – matters arising.</b></p> <p>There were no matters arising.</p>
2.	<p><b>Update from project office.</b></p> <p>The application document has been consolidated into a single document of, currently, 127 pages. Further editing is required which will reduce it further in length. Some material will also be placed in appendices, including charts and tables. There will be an integrated first draft by close of business on Thursday 1<sup>st</sup> April.</p> <p>Any additional material sought from work streams needs to be provided without delay. In addition, on reviewing the draft work stream leads should identify any errors or gaps. The following week will provide an opportunity for final editing with</p>

a view to have a document completed by 12 April. The practicality of having this draft reviewed by an external reviewer is being explored. In the meantime, the document will be made available to the academic councils meeting in that week.

It was confirmed that there will be a summary/outline of the financial plan in the application document with the full plan provided in a confidential appendix.

The project office will share the document as soon as it is ready with IR Facilitators/PMSS.

### **Draft Foreword**

A draft foreword was circulated over the weekend. The objective is to state up-front how TUSEI will be distinctive. The present draft draws on the material in the application document, the discussion at the Leadership Group on 22 March and on a report prepared by a working group of management and staff representatives in June 2020.

There was general welcome for the draft with some edits suggested.

3. **AOB**  
No meeting next Monday as its Easter Monday. If anything arises the Project Office will be in touch.

### **Next Meeting**

Monday 12<sup>th</sup> April 11am.

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