

Meeting reference: TULEADERSHIP (by ZOOM)

Meeting: TUSEI Leadership Group

Date: 31st May 2021

Chairperson: Tom Boland

Institute Presidents: Patricia Mulcahy, Willie Donnelly

Attendees: Leads: Cormac O Toole, David Denieffe, David Dowling, Declan Doyle, Derek O Byrne, Elaine Sheridan, Frances Hardiman, Helen Murphy, Joe Collins, John Fortune, John Wells, Karen Hennessy, Ken Thomas, Maebh Maher, Mark White, Peter McLoughlin, Richard Hayes, Samatha O'Connor, Suzanne Denieffe, Tom O'Toole,

Co-Ordinators: Maresa Fitzhenry, Martina Mullally, Marie Esmonde, Nikki Bourke, Orla Foley, Yvonne Hoare.

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

Apologies: Annette Byrne, Thomas Drury,

Items circulated Prior to meeting included:

- Agenda
- Proposed Panel Sessions
- Proposed Communications Plan

No.	Item
	Agenda <ol style="list-style-type: none">1. Minutes of the meeting of 24th May – matters arising2. Update from Project Office.3. Advisory panel schedule and preparation – draft schedule will be circulated in advance.4. Draft Communications Plan – memo attached.5. AOB
1.	Minutes of the meeting of 24th May 2021. No matters arising.
2.	Project Office Update: <ul style="list-style-type: none">• Audit: The close out meeting took place on Friday afternoon and initial indications are that the consortium meets the criteria. The considerable work done by the consortium team was acknowledged. The successful audit is a strong endorsement of the future of the University and helps build public confidence.

	<ul style="list-style-type: none">• Heads of Department Information Sessions: Currently being planned for the next two weeks. Details are being finalised.
3.	Advisory Panel Schedule and Preparation The HEA have provided a draft schedule (not seen by the panel) of the advisory panel for review and it is intended to revert back to the HEA with any recommendations this afternoon. It was emphasised however that the final schedule will be a matter for the panel themselves. The meeting reviewed the schedule and recommendations were made. The final proposed schedule will be cleared by the presidents.
4.	Communications Plan David Kane shared the draft Communications Plan. it will be further reviewed by the Joint Executive. Support and suggestions will be sought from Staff and Student Union Representation. The importance of good communications as a key element in the development of a strong TU was emphasised.
5.	AOB
	Next Meeting Monday 14 th June 2021, 11 am.