

Meeting reference: TULEADERSHIP (by ZOOM)

## INUTES

**Meeting:** TUSEI Leadership Group  
**Date:** 22<sup>nd</sup> February 2021  
**Chairperson:** Tom Boland

**Institute Presidents:** Patricia Mulcahy & Willie Donnelly  
**Attendees:** Annette Byrne, Brian Foley, Cormac O'Toole, David Denieffe, David Dowling, David Kane, David Ryan, Declan Doyle, Derek O' Byrne, Eimear Radley, Elaine Sheridan, Ellen Hazelkorn, Frances Hardiman, Helen Murphy, Ken Thomas, John Fortune, John Wells, Joseph Collins, Karen Hennessy, Maresa Fitzhenry, Maebh Maher, Martina Mullally, Marie Esmonde, Mark White, Mary Delaney, Mary Hartley, Orla Foley, Peter McLoughlin, Richard Hayes, Samantha O'Connor, Suzanne Denieffe, Thomas Drury, Tom O' Toole, Yvonne Hoare

**Apologies:** None

No.	Item
	<b>Agenda</b> <ol style="list-style-type: none"><li>1. Minutes of meeting of 15th February – matters arising</li><li>2. Update from Project Office.</li><li>3. Review of progress in developing the application documents, including identification of issues where further material is needed.</li><li>4. Preparation for the preparatory panel.<ol style="list-style-type: none"><li>a. Review of schedule attached, including areas on which the panel is likely to focus.</li><li>b. Discussion on logistics, including finalising participant lists and setting dates for preparation sessions.</li></ol></li><li>5. AOB</li></ol>
1.	<b>Minutes of meeting of 15<sup>th</sup> February 2021</b> <p>There were no matters arising.</p>

## 2. Update from the Project Office

- Pre-Audit Report
  - Deloitte Report has been given to both Institutes. It is currently being reviewed.
- Regional Engagement Advisory Group
  - Next Meeting on Fri 26<sup>th</sup> Feb. WS7 Leads and Chairs will be attending.
- WS6 Multi-Campus- WG3 Integrated Model
  - Members from across all groups are being requested to become part of this group. Critical information and discussions from other groups will form its basis.

## 3. Application document

The Project Office stressed the fact that for the next 3 weeks the main focus of the TUSEI project will be on preparing the draft submission documents for review for the Prep-panel, preparing for the panel and the panel itself in the week of 8 March.

The editing group will issue the draft Part B Document to all WS Leads by Wednesday afternoon and WS leads and Presidents will meet at 8am Friday morning to sign off on it. Project Office thanked everyone for their contributions.

- Areas that sufficient information have been gathered at this current point in time include:
  - Teaching & learning; Student experience ; Student centeredness; Graduate School; Regional and Civic Engagement; Internationalisation; Student Union; Staffing Profile; Academic Council
- Certain gaps or areas were highlighted that will require additional material either immediately or in due course:
  - Part A's strong claims of the IOTs having a distinctive nature and being leading institutions in the region needs supporting evidence.
  - The area of 'Learner as Co- Creator', Challenger Institution and Leader Institution is currently not detailed enough. Decision was made to continue work on this aspect, and acknowledge that further evidence is required in Part B.
  - CPD and enhancing PhDs to meet the trajectory criteria. This is currently part of national discussions and a paragraph to that effect may be sufficient for now.
  - Research & Innovation Trajectory Document is critical to the application document and panel review. A sustainable financial model that is not overly reliant on State funding also needs to speak to the trajectory document.
  - Other areas that require further attention include:
  - 'New Disciplines'; Work Ready Apprentices ; Relationship with ETBs ; Future environment of growing pastoral supports; Internationalisation of curriculum such as Erasmus; financial plan; Day 1 readiness; system Integration; Development of Academy; Impact of COVID19 ;
- **Action:** Narrative for the front cover of the Draft Application Document will be drawn up by Tom Boland.

<b>4.</b>	<b>Preparation for the preparatory panel.</b> <b>a) Review of schedule attached, including areas on which the panel is likely to focus.</b> <b>b) Discussion on logistics, including finalising participant lists and setting dates for preparation sessions</b>  An email will be circulated by the Project Office, to all attendees outlining what is needed in terms of organizing for the pre-panel. A briefing session by the Project Office will occur early in the week of 1 <sup>st</sup> March for all participants.
<b>5.</b>	<b>AOB</b> <ul style="list-style-type: none"><li>• The importance of pointing out to the prep panel that some of the proposals in the application document will require budgetary and other approvals</li></ul>
<b>6.</b>	<b>Next Meetings</b>  Friday 26th February, 2021, 8:00 am (by Zoom) to sign off on Draft Application Document for submission to Pre-Panel Monday 1 <sup>st</sup> March, 2021, 11.00am (by Zoom)