

## FINAL MINUTES

**Meeting:** TUSEI Joint Governing Body Steering Group Meeting No. 30  
**Date:** 23rd April 2021  
**Chairpersons:** John Moore (Chair ITC), Jim Moore (Chair WIT)  
**SG Attendees:** Patricia Mulcahy (President ITC), Willie Donnelly (President WIT), Annmarie Caulfield (WIT), Andy Crowley (WIT), John Fortune (WIT), Michael Carbery, Thomas Drury (ITC), Sam Alcock (ITC), Claus Derenda (ITC), Louise Walsh (WIT), Valerie Farrell (ITC)

The following entered the room after Joint Steering Group Discussion Agenda Point 1 & 2.

**Project Office:** Tom Boland (Project Executive Director)  
**Deloitte Ireland:** Mary Rose Cremin (Director)

**Secretariat:** Eimear Radley, Data Co-Ordinator, Project Office  
**Apologies:** none

Items circulated prior to Meeting included:

- Draft Application Document
- Agenda of Meeting 23rd April 2021

No.	Item
	<b>Agenda</b> <ol style="list-style-type: none"><li>1. Matters arising from Minutes of the meeting of 18<sup>th</sup> Mar 2021</li><li>2. Steering Group Discussion</li><li>3. Update from Project office and Pre-Auditors Deloitte</li><li>4. AOB</li></ol>
<b>1.</b>	<b>Minutes of meeting of 18th March 2021</b> <p>There were no matters arising. Minutes were proposed and seconded.</p>
<b>2.</b>	<b>Steering Group Discussion</b> <p>A letter from representatives of the TUI was read out raising concerns regarding:</p> <ol style="list-style-type: none"><li>a) Direction of the process by the Joint Steering Groups, which appears to be focused on briefings rather than decision making.</li><li>b) Integration of the work of the TUI/Management negotiation forum and other workgroups into the process, including a failure to issue three reports to the Project Office until very recently.</li><li>c) Engagement of the workstream leaders with members of the working groups.</li></ol> <p>A discussion followed:</p> <ol style="list-style-type: none"><li>a) The role of the Joint Steering Group is one of governance and not of decision making. The Terms of Reference include Governance and overseeing that work is completed in</li></ol>

a timely manner by the Project Office, overseen by both Presidents, who run the day to day aspects. It was noted that strategic decisions are made by both institutes Governing Bodies.

- b) The presidents confirmed that none of the three points were rejected. The three reports referenced by TUI reps were with the Project Office as far back as Easter and July of 2020 (papers on Mission, Vision and Values and Investment) and informed the work of the working groups and the preparation of the application. The Priority Policies report was a little later as the joint union/management group required an extension of the original submission date to complete their work. The reports submitted were helpful and will continue to be relevant going forward. The engagement with Unions will continue after submission.
- c) Presidents noted that resources to support the work of the Workstream Leaders have not yet come on-board due to the time required for recruitment (which is ongoing). It is expected that this will be addressed through ongoing resource re-prioritisation and that this will assist the Workstream Leaders in enhancing their interface with working group members, in addition to their regular meetings with the work group chairs.

Other points to note on this topic:

- For the process to continue, it was crucial that all members who wish to contribute, be heard and valued in a collaborative way.
- Working groups may have to slightly re-organise going forward and a consultation process will occur prior to this.
- A decrease in participation cannot be left to occur after submission or even after designation, as has allegedly occurred in other consortiums.
- A strong acknowledgement of the immense work of each working group will be communicated
- Disillusionment has occurred in certain groups where work has been completed but the work has been disregarded or changed. In certain cases, more than an acknowledgement needs to occur.
- Staff are key and assurance must be given to people that the process is ongoing and their contribution is valued. The positivity must be shared amongst all.

Action:

- Letter of response from the Chairs will be sent to TUI Reps.
- Joint all-staff email will be sent by Presidents acknowledging the work and effort to date.
- Presidents may perform a mini audit in association with Project Office to allow people do footnotes and to create a database of areas that need addressing over the coming months.

### **3. Update from Project Office: (Tom & Mary Rose entered at this point)**

#### **Pre-Audit**

Chair introduced Mary Rose Cremin, Director of Deloitte, who managed the pre-audit process that went through all 3 Legislative Eligibility Criteria Data, under the headings:

- Staff
- Students
- Research

The criteria baselines were read out, together with all the numbers and percentages to be met. TUSEI successfully meet all baselines and in some cases comfortably exceed the criteria. It is worth noting that 6 fields of Education are identified, of which only 3 are required to meet legislative criteria.

Ms. Cremin stated she needs to double check the criteria involving external stakeholder involvement, of which she feels confident that it is met. She is awaiting sign off by the Deloitte partner at the end of next week.

No questions were asked of Ms. Cremin. She then left the meeting.

Tom Boland gave the following update on behalf of the Project Office:

- The Application Document is in a near final state. Awaiting some figures for Chapter 2.
- Governing Bodies provided some minor changes to Chapter 1 in relation to Arts and Culture.
- Document was sent to an external editor, who stated it gave a positive, strong sense of confidence about the new University
- Document is with designers
- Document will be circulated to Governing Body members at the weekend, who will meet and decide next week.
- The next stage is the Panel Review, most likely the week of the 14<sup>th</sup> June, virtually.
- Panel sessions will be based along the same lines as the preparatory panel sessions with similar thematic areas.
- Working Groups will continue their work.
- Townhall events are now completed. Additional communication events will occur.

A query was raised if the minor changes to figures that Ms. Cremin wishes to confirm later next week, will be incorporated into the application document going to the Minister. It was also noted that some of the figures referenced by Ms. Cremin differed to those in the draft application circulated to the Group. While these did not affect the substantive conclusion, the differences would need to be reconciled in the final application. It was confirmed that any changes to figures will be relayed to the Joint Steering Group. All criteria have been met comfortably and the consortium does not need to rely on the 'Equivalence' Criteria that other consortia had to rely on (staff must show the equivalent of a PhD).

Steering Group members acknowledged the tremendous work of everyone involved, and gave their continued commitment and dedication to the process.

Steering Group Chairs notified members of their availability all next week, in case of any issues arising.

**4. AOB**  
None

**7. Next Meeting**

Depending on next week, this may be the last meeting of the Joint Steering Group

