

NUI Galway Strategy Development Group

Group Terms of Reference

1. Purpose

The role of the Strategy Development Group is to provide leadership, input and oversight for the development of a new strategic plan for NUI Galway.

2. Functions

- Work with the President on the development of a strategy for the University beyond 2020
- Provide a venue for information sharing and providing input on strategic objectives
- Lead on specific tasks in the strategic planning process, including data gathering, consultation with internal and external stakeholders, seeking submissions from targeted groups
- Oversee the production of a strategic plan document at the end of the strategic planning process
- Liaise with the External Advisory Group
- Produce phased reports on the strategic planning process for the University Management Team, Academic Council, Support Services Directors' Forum and Údarás na hOllscoile

3. Term

This Terms of Reference is effective from 28 November 2018 and continues until the completion of the University's strategic plan. Note: members may continue to play a role in overseeing the implementation process thereafter.

4. Membership

The Strategic Development Group comprises nominees from the University Management Team, as well as nominees from the directors of the University's largest research institutes:

Nominee	Nominated by:
Professor Dan Carey , Director of Moore Institute	Moore Institute
Aoife Cooke , Head of Equal Opportunities	Vice-President for Equality and Diversity
Anna Cunningham , Director of International Affairs	Dean of International Affairs
Professor Declan Devane , Established Professor of Midwifery, Deputy Dean of College	Dean of College of Medicine, Nursing and Health Sciences
Professor Pat Dolan , UNESCO Chair and Director of UNESCO Child and Family research Centre	ILAS
Kilian Dooley , Administrative Officer, College of Science	Interim Dean of Science
Dr Karen Doyle , Physiology, CÚRAM, Galway Neuroscience Centre	CÚRAM
Dr Elaine Dunleavy , Biochemistry and Centre for Chromosome Biology	NCBES
Dr Frances Fahy , School of Geography and Archaeology	Registrar and Deputy-President
Lorna Farren , Marketing & Communications	President
Peter Feeney , Data Protection Officer and Information Compliance Solicitor	An Rúnaí
John Gaffney , Director of Management Accounting	Bursar Designate / Bursar
Sarah Geraghty , Head of Student Recruitment and Outreach	Academic Secretary
John Hannon , Director of Student Services	Chief Operating Officer
Niamh Kavanagh , Senior HR Manager	Director of Human Resources
Anna Marie Leonard , Graduate Studies Manager	Dean of Graduate Studies

Professor Laoise McNamara , Biomedical Engineering, CÚRAM	Dean of College of Engineering and Informatics
Aengus Parsons , Director of Research	Vice-President for Research
Dr Aaron Potito , School of Geography and Archaeology	Dean of College of Arts, Social Sciences and Celtic Studies
Megan Reilly , SU President	SU Representation
Angela Sice , Development Officer, Whitaker	Whitaker
Professor Charles Spillane , Director, Ryan Institute	Ryan Institute
Professor Esther Tippman , Professor of Strategy	Dean of College of Business, Public Policy and Law
Dr Brian Wall , Site Manager, Insight	Insight

Additional members:

- **Professor Ciarán Ó hÓgartaigh**, University President
- **Professor Pól Ó Dochartaigh**, Registrar and Deputy President
- **Claire O'Connor**, Institutional Research Officer
- **Dr John Caulfield**, Internal Communications Officer

4. Roles and Responsibilities

Chair: Professor Ciarán Ó hÓgartaigh

Group Rapporteur: Dr John Caulfield

The membership of the advisory group will commit to:

- attending all scheduled group meetings, or if necessary nominate a proxy
- reach out to colleagues in their Colleges/Centres/Units to feedback on the work of the group and seek input
- making themselves available to participate on working groups associated with strategic objectives

5. Meetings

All meetings will be chaired by Professor Ciarán Ó hÓgartaigh

A meeting quorum will be 13 members

Decisions made by consensus (i.e. members are satisfied with the decision even though it may not be their first choice). If not possible, advisory group chair makes final decision

Meeting agendas, minutes and supporting documents will be provided and archived by John Caulfield.

Meetings will be held once every two weeks – at 2pm, where possible. The meetings will take place on campus, alternating between the Quadrangle and other locations.

If required, subgroup meetings will be arranged outside of these times at a time convenient to subgroup members.