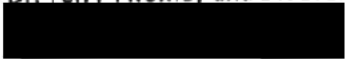


**Minutes of the meeting of the Governing Body of Technological University of the Shannon:  
Midlands Midwest**

**Monday 18<sup>th</sup> September 2023 at 10:00am**

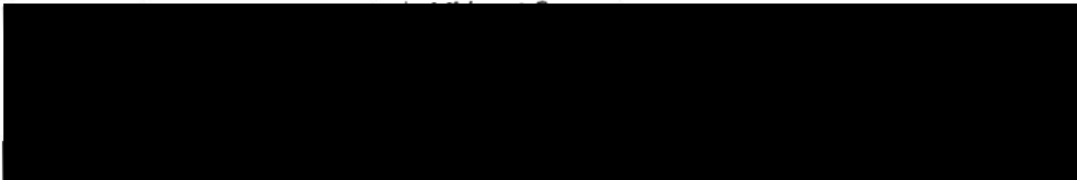
**in person – Midwest Campus**

**Members:** George O’Callaghan – Chair (in person)  
Josephine Feehily (In person)  
Vincent Cunnane (in person)  
Anne Meagher (in person)  
Tony Mahon (in person)  
Marguerite Doyle (in person)  
Anne Cusack (in person)  
Kevin McLoughin (in person)  
James Ring (in person)  
Martin Quinn (in person)  
Noel Gavin (in person)  
Brigid Delamere (in person)  
Amelia Lown (in person)  
Niamh Kennedy (In person)  
Jose Fernandes (in person)

**In Attendance:** Bill Delaney, Governing Body Secretary (in person)  
Martina Moran, Recording Secretary (in person)  
Ms. F. O’Connell, Dr. J. Archbold and Dr. G. McDermott - Item 18  
Dr. Terry Twomey and Dr. Brendan Murphy – Item 17  


**4. Apologies:** John Doyle, Catherine Collins, John Griffin, Colette Ryan.

**SECTION A: STANDING ITEMS**

- 1. Chairpersons Opening.**  
The Chair welcomed Amelia Lown, Niamh Kennedy and Jose Fernandes, Student Union representatives to their first Governing Body meeting.
- 2. Approval of the Agenda**  
Item 5 to be amended to ‘declaration of conflict of interest and loyalty’. The agenda was approved.
- 3. Expressions of Sympathy**  


**5. Declaration of Conflicts of Interest & Loyalty**

There were no Conflicts of Interest declared.

This Standing Item 5 to be amended to include 'Loyalty'

**6. Correspondence**

There are 4 items of correspondence:

i) HEA Letter of 30 June re 'Code of Practice for the Governance of State Bodies: Decision by HEA Board' was discussed. J. Feehily briefed Governing Body on this correspondence and how it affects TUS. The correspondence will be further discussed at a future GNC meeting.

ii) HEA letter of 1/9/23 re Annual Governance Statement 21/22.

iii) TUS management responses have been drafted for the Annual Governance Statement 21-22 which relate to specific issues.

iv) HEA letter of 8/9/23 re System Performance Framework 2023-2028 Launch event

This event will take place in Carlow on 25/9/23

**7. Minutes of Governing Body meeting of 19<sup>th</sup> June 2023.**

The minutes of 19<sup>th</sup> June 2023 were approved, subject to review of item 21.

**Proposed by A. Cusack and seconded by J. Ring.**

**8. Matters Arising**

Regarding the Organisational Structure and the proposed posts of Chief Academic Officer (CAO) and Chief Operating Officer (COO), once approval for the posts and related level is received from DPER and DFHERIS a recruitment process will commence, via a tendered service contract.

Meeting took place with Presidents and Chairs of Governing Bodies with Minister Harris and members of DFHERIS and the Secretary General.

Student Accommodation – there is still no commitment regarding the borrowing framework and therefore there is no approval to proceed on this item. A number of preliminary meetings with private providers have taken place with regard to providing purpose-built student accommodation, however, no agreements can be entered into with such providers that can lead to a contingent liability.

Initial costing on the Organisation Structure as presented are in the region of €1.6m per annum approx.

Strategic Plan – this will be discussed further under the President's Report.

A query was raised with regard to Item 21 in which a decision was made at the private session with TUS GB external members. Ms. Feehily will review this section of the minute and will propose an amendment at the next meeting.

9. **Action Log**

Update on the following items:

- Item 31 Probation Service is still a live issue and the President will follow up with the VP Campus Services & Capital Development.
  
- Item 78A Code 'green'. A request was made that the changes would be 'tracked' and resent to Governing Body.

10. **Risk Management**

The Risk Register is being discussed by the Executive and will be an agenda item at the next ARC meeting.

Action	By whom	By when
Risk Register	Agenda item at the next ARC	Secretariat

11. **TUS Key Strategic Priorities Progress Report and President's Update**

The report is as tabled.

The President participated in II FORUM of European Universities Alliances on 14<sup>th</sup> and 15<sup>th</sup> of September in Barcelona as part of a RUN delegation. There are currently 50 European Universities in this Alliance which is expected to grow to 60.

The outcome of the funding award from the launch of TU RISE (Research and Innovation Serving Enterprise) is expected by the end of November '23.

TSAF (Technological Sector Advancement Fund) the successor to TUTF has been launched. TUS are currently working on a proposal which is due to be submitted by mid-October.

A very positive report was received from QQI after the Annual Dialogue meeting.

CAO update

1<sup>st</sup> round – Midwest – 1645 acceptances and 1<sup>st</sup> round – Midlands – 1025 acceptances, round 2 is now closed and round 3 is currently open.

**Midlands Campus:**

48% Level 8 Acceptances

17% Level 6 and 7 Acceptances

**Midwest Campus:**

70% Level 8 Acceptances

Under 10% level 6 and 7 Acceptances

TUS craft apprentice numbers are anticipated to grow to 2,000 per annum by April 2024.

TUS Strategic Plan 2023 – 2026 Implementation Plan – Tracker & Dashboards Report is in the process of collation and will be discussed at the next meeting.

## **SECTION B: ITEMS FOR DISCUSSION/ APPROVAL**

### **13. Governing Body Transition Procedure**

#### **13.1 Ministerial Letter**

The Minister's approval of the 'Arrangement and Procedure' for the membership of the TUS Governing Body in a letter to the Chair dated 28 June 2023 was noted.

It was also noted that the term of office of Governing Body appointments are the decision of the Governing Body.

#### **13.2 Governing Body Approval of Appointments**

The following Appointments/Re-Appointments were presented and approved by Governing Body:

##### ***Re-appointment of the Ministerial nominees 3 External members:***

Josephine Feehily  
John Griffin  
Colette Ryan

**Term of Appointment:** A term of 3 years and 11 months to 31<sup>st</sup> August 2027 was approved.

**Proposed by N. Gavin and seconded by A. Meagher**

##### ***1 External member (previously nominated by the ETB)***

George O'Callaghan

**Proposed by J. Feehily and seconded by T. Mahon**

**Term of Appointment:** A term of 3 years and 11 months to 31<sup>st</sup> August 2027 was approved. new consecutive term of office, which shall not exceed four years.

##### ***Re-appointment of 6 external members under Section 55 (3) of the Act:***

Anne Cusack  
James Ring  
Marguerite Doyle  
Catherine Collins  
Noel Gavin  
Martin Quinn

**Term of Appointment:** The re-appointments were approved, ceasing on 29<sup>th</sup> March 2024.

**Proposed by B. Delamere and seconded by J. Feehily**

##### ***Re-appointment of 5 internal members***

Brigid Delamere  
Tony Mahon  
Kevin McLoughlin  
Anne Meagher  
John Doyle

**Term of Appointment:** The appointments were approved and will cease on 29<sup>th</sup> March 2024.  
**Proposed by J. Feehily and seconded by M. Doyle.**

**Note:** New Regulations for selection, election, nomination or appointment of members of the Governing Body have to be developed and approved by the Governing Body and the Minister. This will be further discussed at a future Governing Body meeting.

**13.3 Term of office of members of Audit and Risk Committee (ARC) and Finance & Physical Development Committee (FPDC)**

It was proposed and agreed that the term of office for members of the above committees which are due to expire on the 30<sup>th</sup> September 2023 would be extended to 31<sup>st</sup> December 2023.

**Proposed by N. Gavin and seconded by B. Delamere.**

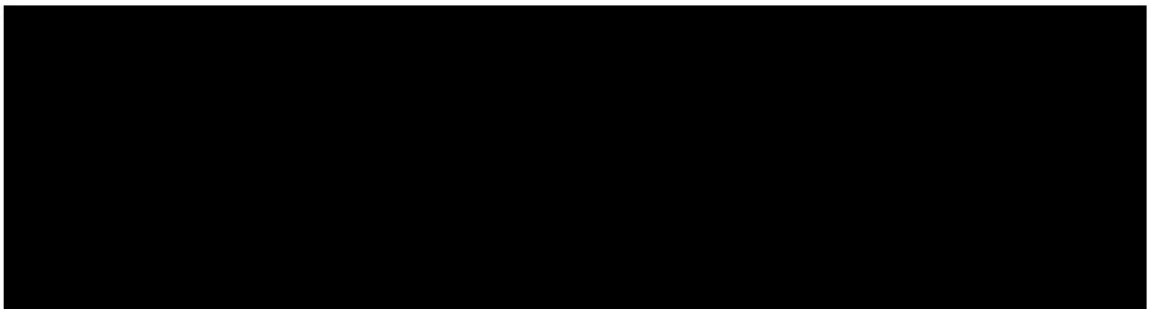
**14. Governing Body Process for Appointment of Chairperson**

The following process for nomination and appointment to the position of Chairperson to the Governing Body was agreed:

Nominations of an external member by e-mail to Governing Body Secretariat and Vice Chairperson, on or before Friday 22<sup>nd</sup> September 2023. Nominations will be reviewed and signed off following the close of the nominations process. Members will be notified of eligible candidates following sign off. A Governing Body Teams meeting will be scheduled for Monday 2<sup>nd</sup> of October to complete the appointment process.

**12. HR Matter**

Background to this HR matter was given by the President and the Chair.



It was agreed that there is no requirement to have a private session to discuss this HR Matter further (as per item 22 on the agenda).

**SECTION C: ITEMS FOR INFORMATION/NOTING**

**19. Staff Appointments**

Noted.

**20. Schedule of Governing Body meetings for 23/24**

The proposed schedule was discussed. There are 11 meetings proposed for 2024. Trying to schedule all meetings and business between September and June is challenging. After some discussion it was agreed to adopt the schedule as presented and to re-visit/modify the schedule if necessary.

**Proposed by J. Ring and seconded by N. Gavin.**

**Section B:**

**18. VP Student Education & Experience – Presentation – ‘Update on Academic Integrity’**

Ms. F. O’Connell, Dr. J. Archbold and Dr. G. McDermott gave a power point presentation entitled ‘AI and Academic Integrity Steadying the ship in uncertain waters’. The presentation will be uploaded to the Resource section in Decision time. A number of questions followed the presentation.

**16. Finance & Physical Development Committee Report (FPDC) 4-7-23**

***Proposed Contract Award***

***Library Project***

On the recommendation of FPDC the Library Project in Moylish campus was approved.

**Proposed by K. McLoughlin and seconded by M. Quinn.**

The intention of the library project is to make the library more ‘fit for purpose’

***Aula Maxima (Moylish Campus)***

On the recommendation of FPDC the Aula Maxima Project was approved.

**Proposed by A. Cusack and seconded by N. Gavin.**

**Proposed Allocations from Capital Development Reserve 22/23**

On the recommendation of FPDC the proposed allocations from Capital Development Reserve to Project (CDR allocation schedule attached) were approved.

**Proposed by A. Cusack and seconded by M. Doyle**

**Minutes of FPDC of 4<sup>th</sup> July 2023**

The committee report was accepted.

**Proposed by A. Cusack and seconded by M. Quinn.**

**17. Governing Body Briefing Report on CINNTE Institute Quality Review**

Dr. Terry Twomey and Dr. Brendan Murphy attended the meeting to give Governing Body an overview of CINNTE cyclical review.

Ms. Feehily requested an opportunity to read the TUS Institutional Profile and will revert to Dr. Twomey.

In preparation for the CINNTE review a workshop with members of Governing Body will be arranged and is scheduled to take place in October. Further details on the workshop to issue.

Action	By whom	By when
Details of dates for CINNTE workshop for Governing Body members will be cc	Secretariat	Once dates have been finalised

**14. Effectiveness of Governing Body – [REDACTED] Institute of Public Administration**

[REDACTED] gave a presentation entitled 'Governing Body Effectiveness Review'.

The overall positivity of the review was encouraging. The GNC will reflect on the recommendations and will develop an implementation plan which will be brought back to Governing Body. Further discussion on the recommendations will take place at a future Governing Body with input from members of the other committees.

Action	By whom	By when
GNC to reflect on recommendations and develop an implementation plan	GNC	Future GNC meeting

**Section D:**

**21. AOB**

The decision under item 13.3 to extend the timelines of the committees will be reviewed as the December timeline maybe too short, this will be discussed at a future meeting.

The next meeting will take place online on Monday 2<sup>nd</sup> October on MS Teams and the subsequent meeting will take place on Monday 16<sup>th</sup> October 2023 at 10:00am on the Midlands Campus. There being no further business the meeting concluded at 1:20pm.

Signed:   
Chair of TUS Governing Body

Date: 16/10/2023

