

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

Monday 15th April 2024 at 2:00pm

Midwest Campus

Members: Vincent Cunnane (in person)
Josephine Feehily (in person)
George O'Callaghan (in person)
Tony Mahon (in person)
Kevin McLoughin (in person)
Noel Gavin (in person)
Amelia Lown (in person)
Jose Fernandes (in person)
Catherine Collins (in person)
Niamh Kennedy (in person)
James Ring (in person)
Anne Cusack (in person)
Marguerite Doyle (in person)
Maureen Falvey (in person)
Darina Kneafsey (in person)
Pamela O'Brien (in person)
Geoff Shannon (in person)
Colette Ryan (Teams)
John Griffin (Teams)

In Attendance: Bill Delaney, Governing Body Secretary (in person)
Martina Moran, Recording Secretary (in person)

Item 15 Dean of Faculty of Continuing, Professional, Online and Distance Learning
Dean of Faculty Flexible and Work Based Learning

4. Apologies: There were no apologies.

Items will be recorded in the order they were discussed.


SECTION A: STANDING ITEMS

1. Chairpersons Opening

The Chair welcomed members to the meeting. The International Panel for the CINNTE Institutional Review is currently taking place on campus until the end of the week. As the CINNTE Panel is taking place in the main boardroom on the Moylish Campus, apologies were made to Governing Body for the change of venue/time for this Governing Body meeting.

2. Approval of the Agenda

The Agenda was approved subject to the removal of item no. 14 – Appointment to CAO Board. Correspondence regarding this item was received from DFHERIS late last week seeking further information and assurances from TUS.

3. **Welcome and introductions to new members of Governing Body**
Governing Body members took the opportunity to introduce themselves.
4. **Expressions of Sympathy**

6. **Declaration of Conflicts of Interest & Loyalty**
There was no declaration of Conflict of Interest and Loyalty.
7. **Correspondence.**
Congratulation letters on behalf of Governing Body will be sent to An Taoiseach Simon Harris, Minister Peter Burke - Minister for Enterprise, Trade and Employment and Minister Patrick O'Donovan – Minister for Further and Higher Education, Research, Innovation and Science.
8. **Minutes of Governing Body meeting of 25th March 2024.**
The minutes of 25th March 2024 were approved.
Proposed by G. O'Callaghan, seconded by C. Collins.
9. **Matters Arising**
A decision was made at the previous Governing Body meeting to review TUS contractual procedures, the Chair of Governing Body and the Chairs of ARC, FPDC and the VP Finance and Corporate Governance will meet to review and will revert to Governing Body at a future meeting.

Initial meetings have taken place regarding the allocation of non-lecture delivery hours for postgraduate students and this item will be further discussed at the Governing Body meeting on the 27th May 2024.
10. **Action Log**
The following items which are currently coded 'green' will be removed from the Action Log:
Item 65, 75, 115, 117, 118, 125 and 128.

Update on the following items was given:

Item 16: Code 'green' - GNC process will address this.
Item 19: Code 'green' – GNC process will address this.
Item 31: The Chair gave background to this issue. The President will endeavour to get a written response from Children First and the Children's Ombudsman.
Item 38: Code 'green'
Item 66 & 68: Duplicate – Code 'green' if approved at today's meeting
Item 69: Ongoing.
Item 81: Await the outcome of the CINNTE Review which may address this item.
Item 100: This will be presented to Governing Body on 27th May '24 or earlier if deemed possible.

- Item 114 This is an ongoing process, TUS have recently submitted Phase 2 application. The President and VP Campus Services & Capital Development will agree a process to present relevant information from the application to Governing Body.
- Item 121: Complete code 'green'.
- Item 123: As there are no outstanding works for this area on the Estates Tracking System, the GB Secretariat will arrange a meeting with the Student Union Postgrad Rep and the VP Campus Services & Capital Development.
- Item 122: Will be uploaded to Resource section on Decision Time.
- Item 126: Possible date for Strategy 'away day' in Co. Clare on 27th May or 24th June depending on availability of hotel. Meeting will commence with Governing Body business in the morning, and Strategy in the afternoon.
- Item 131: The funding stipend will be further increased to €15,000 in January 2025, this will also be updated on the Risk Register, this item will now be coded 'green'.

Amendments to Action Log:

All items on the Action Log to include a date.

Extra column to be included to categorise items as Strategic, Academic, Operational etc.

11. Risk Management

Governing Body noted Risk Management in the Third Level Sector and agreed that ARC, FPDC and GNC would reflect whether their Work Programmes need to be altered in light of any risk issues to discuss contractual procedures.

The President advised that TUS received a draft letter from the C&AG Audit in which a 'clean' Audit had been indicated. This will be brought to the joint ARC and FPDC meeting in May 2024.

12. President's Strategic Update and Report

The President's report was noted.

The President advised the CINNTE Institutional Review has been two years in preparation, the review taking place consists of twenty eight meetings with various stakeholders, which included a Governing Body representation earlier this morning. The initial outcome of the review will be presented to the next Governing Body meeting.

A sectoral bid for a single representation body for the technological sector will be submitted to the HEA later today. This submission has the commitment of the 5 TUs and the 5 TU Chairs and the 2 IOTs. A formal decision to join this new body will be brought to Governing Body for approval in due course.

The Chair on behalf of Governing Body congratulated the President, Students Union and the Team on the ADHD Friendly Campus Award, and requested that the President would pass on congratulations to the relevant parties.

The Limerick Forum (an advisory body to the City and County Manager) recently had their final meeting.

Coonagh Official Opening – it is expected that this will be scheduled to take place within the next few weeks, however, a date has not been confirmed as yet.

Action	By whom	By when
Present the CINNTE Institutional Review Report to Governing Body	President	7 th or 25 th May 2024

Section B: Items for Discussion / Approval

13. Protected Disclosure Policy

On the recommendation of ARC and subsequent review with the Governing Body Chair, Governing Body approved the TUS Protected Disclosure Policy, which will include the following amendment: page 6; Independent Oversight Person/s: *“and/or their nominee(s) as deemed appropriate”*.

The Policy Unit will publish and disseminate the Protected Disclosure Policy. A training plan for relevant managers / staff is currently in progress. The Information Compliance Officer will be requested to present an update on the implementation of the policy to ARC towards the end of quarter 4.

Action	By whom	By when
Present to ARC –implementation of Protected Disclosure Policy	Information Compliance Officer	Quarter 4 2024

Section C: Items for Information / noting

16. Staff Appointments

Noted

15. Presentation – Faculty of Continuing, Professional, Online and Distance Learning – Dr. Michael Tobin & Faculty of Flexible & Work Based Learning – Mr. Seamus Hoyne

Dr. Michael Tobin and Mr. Seamus Hoyne gave a presentation which was followed by Q&A.

As the Chair had another appointment she excused herself from the meeting and Ms. Anne Cusack deputised as Acting Chair for the remainder of the meeting.

The following points were noted:

- In the area of Continuing, Professional, Online and Distance Learning the Midlands campus deliver 100% on-line and have been doing so for the last number of years.

- The Midwest campus in their areas depending on the programme deliver both on-line and in the classroom.
- Detail on the process of managing the student experience from an online perspective was noted.
- The age profile for the adult part-time learner range generally from 23 – 42 years of age.
- All programmes are accredited with national and international reach.
- First full online supervision of a PhD will be completed in the near future.
- Discussions have commenced with regard to providing Masters by Research via Zoom platform, - both Departments in the Midwest and Midlands are very keen to incorporate research into the flexible learning models.

The acting Chair thanked Dr. Tobin and Mr. Hoyne for the presentation.

Section D.


17. AOB

There was no other business.

The meeting concluded at 5.15 pm.

The next meeting will take place on at 10:00am on the Midlands Campus.

Signed:


Chair of TUS Governing Body

Date:

