



TUS

Technological University of the Shannon:
Midlands Midwest
Oifacol Teicneolaíochta na Sionnainne:
Lár Tíre Iarthar Lár

www.tus.ie

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

Monday 17th of October 2022 at 3.00pm

via MS Teams & in person – County Arms, Birr, Co. Offaly

Members:

- Ms. Josephine Feehily – Chair (in person)
- Prof. Vincent Cunnane (in person)
- Mr. John Doyle (in person)
- Mr. Noel Gavin (in person)
- Ms. Anne Meagher (Teams – partial attendance)
- Mr. George O’Callaghan (in person)
- Mr. Kevin McLoughlin (In person)
- Mr. Tony Mahon (in person)
- Mr. Martin Quinn (in person)
- Mr. John Griffin (in person)
- Ms. Marguerite Doyle (in person)
- Mr. Niall Naughton (Teams)
- Mr. James Hadnett (Teams)
- Mr Shahboz Babaev (Teams)
- Ms. Colette Ryan (Teams – partial attendance)
- Ms. Anne Cusack (in person)
- Ms. Catherine Collins (in person)
- Ms. Brigid Delamere (in person)
- Mr. James Ring (in person – partial attendance)

In Attendance:

- Mr. Bill Delaney, Governing Body Secretary (in person)
- Ms. Martina Moran, Recording Secretary (in person)
- Dr. Terry Twomey, VP Academic Affairs & Registrar – Item 15

4. Apologies: There were no apologies.

Section A: Standing Items

1. Chairperson’s opening and introductions.

The Chair welcomed everyone to the meeting and expressed deepest sympathy to Anne on the death of her father.

2. Approval of the Agenda

The agenda was approved.

3. Expressions of Sympathy



5. Declaration of Conflicts of Interest

There was no declaration of conflict of interest.

6. Correspondence

In relation to correspondence which was noted at the previous Governing Body meeting, it was advised that there have been some developments in this regard which the President and Chair are dealing with.

7. Minutes of Governing Body meeting of 19th September 2022.

In relation to item 10 the follow amendment will be made as requested:

"In relation to the 'room for let' scheme – the Students Union emphasised that this has been quite successful but this option does not suit 2nd and 3rd years and is probably more suitable for 1st years."

In relation to Item 15 regarding student stipends – after some discussion it was agreed that B. Delaney and SU President would agree a form of words.

The minutes of 19th of September 2022 were agreed with the exception of Item 15.

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

8. Matters Arising

All Academic Council items will be taken under item 15.

It was noted that the number of deferrals are less than previous years.

9. Action Log

Governing Body commended the work being done by TUS.

The following items have been addressed and are completed and will be coded green:

Items 44, 46, 47, 48 and 51.

Item 3 – if approved under agenda item 12 today this may turn green.

Item 11 – if approved under agenda item 14 today this may turn green

Item 9 (red) B. Delaney and the VP Research Development and Innovation, Dr L Brown, are carrying out a substantive piece of work on these policies and both the IP and IP Conflict of Interest Policy will be scheduled for the November meeting. This item will now be coded white.

Governing Body were in agreement to close off items in 'green' and to remove same from the Action Log.

10. Risk Management

TUS are currently in week 6 for 2nd, 3rd and fourth years and week 4 for 1st years. There are 2,823 student acceptances of 1st years on all campuses which represents a 2.2% increase in Year 1 numbers over 2021/2022. Separately the CAO stats are down by 1.5% this year, a presentation on CAO will be given at a future Governing Body meeting.

RUN EU – the Director and President of RUN IP Leira have been replaced, and President Cunnane has been interacting with IP Leira on the transition with the new President [REDACTED]. President Cunnane met with a RUN EU delegation which was hosted on the Athlone campus last week and relationships have been established.

Risk Register - the VPs are preparing a Risk Register at function level. The Strategic Register will be brought back to the VP Council for further discussion. The Risk Register will be revisited after the Strategic Plan is published.

Risk Appetite is scheduled for next year.

11. TUS Key Strategic Priorities Progress Report and Presidents Update

NTUTOR Project: [REDACTED] appointed as the new National Co-Ordinator. The Project is around Digitilisation (36.7m euro) there are three Strands:

- Strand 1 – Student
- Strand 2 – Staff
- Strand 3 – Systems

Student Accommodation: VP Campus Services and Capital Development has held meetings with DFHERIS with regard to affordable student accommodation. Funding is being sought to carry out feasibility studies up to planning application stage should the Borrowing Framework be approved.

Dr. Niall Seery is leading the Teacher Education Programme: B.Ed (Hons) in Technical Education in conjunction with DCU. The programme will be delivered in Athlone for the first two years. An accreditation visit to the Athlone campus took place recently. Currently the awards will be DCU awards.

An MOU was signed with TUS and Limerick Clare ETB (LCETB). A meeting on the evolution of a Tertiary Education sector also took place with LCETB, TUS, HEA/Solas. Possible areas of collaboration were identified, and a high level Steering and Operational group have been convened between TUS and LCETB.

CORU – the President briefed Governing Body on the background of this issue, with particular emphasis on “fitness to practise” aspect of which there is a risk issue for TUS. The Registrar has met with CORU and the HEA on this matter, and TUS is working diligently with CORU on this issue. This will be tabled on the Risk Register at the next ARC meeting.

A very successful public event was held by Ericsson, Athlone with TUS staff in attendance. Over 1400 people attended on the day.

The TUS brand won Gold at the International Shark Awards for Design and Branding.

Three Cultural/Behavioural audit workshops facilitated by Deloitte for VPs and Deans have concluded. The initial process – phase 1 was for 6 weeks and TUS will review and develop

the process over the coming months. The President advised that the Strategic Plan and Organisational Structure are aligned with the behavioural project being another stream. Members of the Governing Body emphasised the fundamental connections between culture, structure and strategy and sought to understand how the three workstreams are integrated. Following discussion, it was clarified that the culture workstream is not an audit in the usual sense.

The Chair requested an early report on the culture/ behaviour project for Governing Body meeting. The President advised that when there is an agreed Leadership Charter (outcome of phase 1) this will also be brought to Governing Body.

The GB will also need to understand how it is envisaged that the work on structure will proceed.

Action	By whom	By when
Report on culture project for consideration alongside the Strategic Plan	President	December 2022 Governing Body meeting
Bring Leadership Charter to the attention of Governing Body	President	Once agreed

Section B: Items for Discussion/Approval

12. Governance & Nominations Committee Report 06/10/22 Report and Recommendations

The GNC committee held their inaugural meeting on 6th October 2022. The Governing Body on the recommendation of the GNC agreed the Terms of Reference.

Proposed by M. Doyle and seconded by J. Ring.

On the recommendation of the GNC, Governing Body agreed to a new external member of ARC.

On the recommendation of GNC, Governing Body agreed the nominees presented as Directors of AIT Sports Co Ltd commencing December 1st 2022.

On the recommendation of GNC, Governing Body agreed the nominees presented as Directors of LIT Sport and Leisure Ltd, commencing December 1st 2022.

Final confirmation of nominees confirming their availability is awaited from two nominees.

The secretary of both companies will be nominated by the Company Board.

The HEA Act was signed by the President of Ireland on the 12th of October 2022. GNC will commence an assessment of this Act and will revert to Governing Body in due course. The committee will brief themselves on the requirements for a Transition Plan for Governing Body.

13. Audit & Risk Committee Report 28/9/22

Ms. A. Cusack, Chair of ARC briefed Governing Body on the ARC Report of 28/9/22.

On the recommendation of ARC, the Governing Body approved the TUS Internal Audit Plan 2022-2023.

14. TUS Policy Framework

TUS Policy Framework – the policy framework was updated and cc to ARC members for final comments, however, due to tight turnaround of meetings ARC members have not had the opportunity to review the updated version. Therefore, it was agreed that this item would be dealt with by Governing Body by written procedure.

Decision for approval is as above. It was noted that there are less policies in the updated version (currently 55).

15. Academic Council recommendation of regulations on assessment, results and appeals relating to results of assessments (TU Act 2018 Sec. 17 (3) (f))

Dr. Terry Twomey joined the meeting for this item.

As a follow on from the last Governing Body meeting, Dr. Twomey briefed Governing Body on the following:

- Documentation relating to the Board of Appeal, and advised on the process of the Board of Appeal.
- The Policy on Quality Assurance and Enhancement 2022-2025 is for information
- List of Policies & Procedures which are all available on the website

Governing Body noted the above.

TUS Academic Regulations for Taught Programmes 2022-2023:

Dr. Twomey advised that the services of an external consultant was engaged last year to work with an appointed committee in an effort to move this forward as previously there were of necessity 2 parallel set of regulations. The regulations were approved at the first meeting of the new Academic Council Dr. Twomey briefed members on the Regulations which was followed by Q&A. The regulations being presented today for recommendation constitute the core set of regulations and meet the requirement of the Act. The following points were noted:

Honorary Doctorates – TUS has the authority to make these awards and a Panel will be established to look at this and associated regulations.

Research Masters/Research PhDs – the Registrar is working with an internal group chaired by Prof Tom Collins as an external expert. The old research regulations are currently in place and the new Research regulations for both Masters and PhDs will be presented to the November Governing Body meeting for approval.

Action	By whom	By when
Research regulations for Masters and PhD	Dr. Twomey	November Governing Body

The TUS Academic Regulations for Taught Programmes 2022 -2023 (TU Act, 2018 Section 17 (1) (3) (f)) were approved by Governing Body.

Proposed by B. Delamere and seconded by N. Gavin.
Dr. Twomey was thanked for his presentation.

Section C: Items for Information/Noting

16 Format of TUS Annual Report 2021/22

The President had a number of discussions with TUS Marketing Departments and staff responsible for co-ordinating this Report. The Annual Report is a requirement under the TU Act 2018 and is submitted to the Minister and An tÚdarás. The Annual Report is also a useful marketing tool as it is a snapshot of the activities of TUS, and distributed to IDA, NGOs, external companies, etc. Governing Body discussed the format with particular emphasis on the Table of Contents and the following points were noted which will be relayed to the developers of the report who will revert to Governing Body in due course:

- More facts/figures required – factual graphics
- Include Environmental, Social and Governance (ESG)
- Look at the possibility of producing 2 Annual Reports – formal report, which might not need to be printed and shortened version for public purposes.
- Include introduction from the Student Union President
- Include International/Research element
- Include short piece on success of operating through Covid pandemic

17. Staff Appointments

The staff appointments for both Midlands/Midwest campuses were noted.

Section D


18. AOB.

There was no matters arising.

The next meeting will take place on Monday 21st November at 10:00am on the Athlone Campus.

There being no further business the meeting concluded at 6pm.

Signed:


Chair of TUS Governing Body

Date:

21/11/22