

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

Monday 24-6-2024 at 10:00am

Midwest Campus

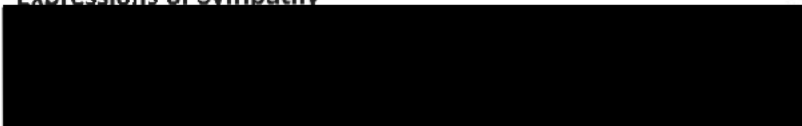
Members: Vincent Cunnane (in person)
George O'Callaghan – Deputy Chair (in person)
Tony Mahon (in person)
Noel Gavin (in person)
Jose Fernandes (in person)
Niamh Kennedy (in person)
Anne Cusack (Teams)
Marguerite Doyle (in person)
Maureen Falvey (in person)
Darina Kneafsey (in person)
Pamela O'Brien (in person)
Geoff Shannon (in person)
James Ring (in person)
Amelia Lown (in person)
John Griffin (in person)

In Attendance: Bill Delaney, Governing Body Secretary (in person)
Martina Moran, Recording Secretary (in person)
VP People, Culture and EDI - Marian Duggan – Item 15
Equality, Diversity and Inclusion Manager – Dr Carol Wrenn – Item 15
VP Strategy, Transition & Projects – Mr. John McKenna - item 20
Projects Officer – Ms. Janet Owens – item 20

4. Apologies: Colette Ryan, Catherine Collins, Josephine Feehily, Kevin McLoughlin.

SECTION A: STANDING ITEMS

- 1. Chairpersons Opening**
The Deputy Chair welcomed members to the meeting.
- 2. Approval of the Agenda**
The agenda was approved.
- 3. Expressions of Sympathy**



5. **Declaration of Conflicts of Interest or Loyalty**
There was no declaration of Conflict of Interest or Loyalty.

6. **Correspondence.**
There was no correspondence.

7. **Minutes of Governing Body meeting of 27th May 2024.**
The minutes of 27th May 2024 were approved subject to an amendment under Item 11 – the Moylish campus played host to a debate around the election of Directly Elected Mayor.
[REDACTED]

8. **Matters Arising**
TUS have received an Audit Certificate from the C&AG for the TUS Consolidated Financial Statements 22/23.

9. **Action Log**
The Action Log was discussed in detail and the following updates were made:
Items 16, 19, and 80 will be removed from the log as they have been consolidated and merged into a new Item No. 143.
Items 28, 92 and 59 will be removed from the log as they have been consolidated and merged into a new Item No. 144.
Item 31 – work in progress, update will be provided - September '24
Item 38 – turn 'green' and remove from Action Log
Item 57 – ongoing and update will be provided - Q4, 2024
Item 66 & 68 – green and will be removed from Action Log
Item 69 – Update will be provided - September '24
Item 81 – Update will be provided - September '24
Item 90 – 'green' and will be removed from Action Log
Item 93 – turn 'green' and will be removed from Action Log after September meeting
Item 98 – 'green' and will be removed from Action Log
Item 100 – 'green' and will be removed from Action Log
Item 106 - 'green' and will be removed from Action Log
Item 108 – ongoing
Item 110 – ongoing
Item 114 - 'green' and will be removed from Action Log
Item 121 – 'green' and will be removed from Action Log
Item 122 - 'green' and will be removed from Action Log
Item 123 – will remain active and update will be provided in January '25
Item 131 – typo re increase of stipend will be amended to Jan '24 – items 124 and 131 are 'green' and will be removed from Action Log
Item 126 - 'green' and will be removed from Action Log
Item 127 and 131A – update will be provided – September '24
Item 129 – Supporting documentation THEA Overview of Postgrad Academic Support activity and THEA Council Paper – Principles of Academic Support Activities have been provided and this item will turn 'green' and will be removed from Action Log after September meeting
Item 131B- turn 'green' and will be removed from Action Log after September meeting
Item 132 – Ongoing
Item 133 - Ongoing
Item 134 – Ongoing
Item 135 – Ongoing

Item 137 'green' and will be removed from Action Log
Item 138 'green' and will be removed from Action Log
Item 139 – Ongoing
Item 140 – Will be discussed under Agenda item 15 (EDI Report)
Item 141 - 'green' and will be removed from Action Log
Item 142 – Ongoing – President gave update at meeting, once formal legal advice is received, the Board will consider issuing correspondence to the Department stating their concerns.

The IDCO Report on training (Privacy Engine which is accessed via the staff MS Apps) was noted.

10. Risk Management

The update provided by the President on the HR matter was considered by the Board and it was their opinion that this matter poses a reputational risk for TUS.

11. President's Strategic Update and Report

The President's report was noted.

The President noted some highlights for TUS during the Academic Year 2023/24, which included:

- QS 5 Stars
- CINNTE Review Panel
- Opening of Coonagh
- Opening of new facilities for APT – which has added huge value to TUS
- RUN EU – TUS is the only Irish University to run a European University
- NTUTOR
- TUTE, TSAF and TU RISE
- EU Newcomer Gender Equality Champion Award
- Irish Research Council Award ' Medal of Excellence' was awarded to TUS researcher
[REDACTED]

The following items (both internal and sectoral) have not progressed:

- Borrowing capacity
- Professorships/Academic Progression
- Pensions for Researchers
- Organisational Structure (CAO and COO positions)

At an operational level there were some issues in the Moylish Exams Office which caused delays with transcripts and exam results, steps have been taken to ensure that such delays will not be an issue again.

The following documents are available on Decision Time for information:

TUS Apprenticeship Newsletter 2023 – 2024

Noted.

RDI Newsletter will also be circulated to Governing Body for information.

RUN-EU Legal Entity

The President gave context and justification to this item which would establish a Not for Profit (NFP) Company. The area covered would be limited to IT Systems to facilitate pan European activities. This document is for information now, however, a more detailed document will be presented to Governing Body in September for approval. A RUN EU Work Package 6 meeting will take place this week to discuss the establishment of the Not for Profit Organisation.

TUS Strategic Plan Metrics Targets Progress Update

The President briefed Governing Body on the Metrics and gave a high level account of the student numbers. A detailed analysis of student numbers will be presented and discussed at Governing Body in September.

The initial Mid-term review of the Strategic Plan will also be tabled for the September meeting.

Action	By whom	By when
RUN-EU Legal Entity	President	Agenda item September Governing Body meeting
TUS Student Numbers	President	
Initial Mid-term review of TUS Strategic Plan	President	
RDI Newsletter – CC to Governing Body	Secretariat	Immediate effect

Ten minute break.

Section B: Items for Discussion / Approval

12. Finance & Physical Development Committee Report 12th June 2024

The Chair of FPDC briefed Governing Body on the meeting of 12th June '24.

➤ ***Major Contract Approval***

On the recommendation of FPDC, Governing Body agreed the following Major Contracts (4):

AV STEM Building (Midlands) €1.125m

Term Maintenance (Midwest) €2.5m

Security (Midlands) €883,000

Security (Midwest) €2.295m

Proposed by [REDACTED]

Going forward Tender Evaluation Reports practice between Midlands and Midwest will be standardised for FPDC approval.

➤ ***Capital Development Reserve (CDR) Capital Project Funding Allocation***

On the recommendation of FPDC, Governing Body agreed the following Capital Projects (6) which require additional funding and 1 new project from CDR:

APT Extension (STEM QUAD)
 MIRC Extension Fixed Asset
 Sports Pitches Flood Lighting
 PPP Library, Teaching, Aula Max
 PPP Enabling & car park
 Apprenticeship works
 TUS Campus Signage – Main Buildings (new project)
Proposed by [REDACTED]

The full Schedule and Quantum of Projects is available for information on Decision Time.

➤ **Campus Development Unit Update**

The proposed planning and funding applications, including major projects in early stage feasibilities and significant projects in early stage of design development were noted. Governing Body were advised that the Capital Development Unit review, select and prioritise Capital Projects in line with the overall TUS Masterplan and various funding calls.

13. TUS Annual Report 2022-2023

Governing Body approved the TUS Annual Report 2022-2023 which will now be submitted to the Minister before the 30th June 2024, laid before each house of the Oireachtas and will be published on the TUS website in both Irish and English.

Proposed by [REDACTED]

Action	By whom	By when
TUS Annual Report 2022-2023 – submit to the Minister	Office of Finance & Corporate Governance	Before 30-6-24

14. GNC Report 30th May 2024

J. Ring briefed Governing Body on the GNC report of 30th May 2024. The President’s end of year performance review will be an agenda item at a future GNC meeting and will be presented to GB in September/October ’24.

- Charities Governance Code Presentation
- Charities Regulator Governance Code 2022 Review
- Draft Charities Regulator Compliance Record Form 2022-23
- Draft Charities Regulator Annual Report 2022-23

GNC had significant discussions about the Charities Regulator Annual Report, particularly with reference to the partial compliance (which pertains to responses in sections 4.2 and 4.7) and international funding, the VP for International has been requested to carry out a Risk Assessment of countries who may have an associated risk in the international education area.

On the recommendation of GNC, the Charities Regulator Annual Report 2022-23 will be returned as ‘partially’ compliant.

Proposed by [REDACTED]

Action	By whom	By when
Charities Annual Report – section on International will be identified as a risk and GNC will be advised on this	GB Secretary	Next GNC meeting
Submit Charities Annual Report 2022-23	Office of Finance & Corporate Governance	Before deadline

15. **EDI Report 19th June 2024**

- Gender Equality Action Plan
- TUS Policy on Gender Identity and Expression

Gender Equality Action Plan

VP People, Culture and EDI and Equality, and Diversity and Inclusion Manager joined the meeting for this item and gave a presentation entitled ‘Athena Swan Preparation for Bronze Award’.

Governing Body approved the Athena Swan Preparation for Bronze Award. The Chair of GB EDI Sub-committee and the Deputy Chair of Governing Body thanked and acknowledged M. Duggan, C. Wrenn and the Team on the amount of work that went into the preparation of the submission for Athena Swan Bronze Award.

Governing Body approved the Athena Swan Action Plan which is due for submission on 25th June 2024.

Proposed by [REDACTED]

TUS Policy on Gender Identity and Expression

VP for People, Culture and EDI and the Chair of the committee gave a background to this policy.

Governing Body approved the policy subject to amendments to page 9:

1st bullet point change to contact TUS Societies Officer (remove Student Union)

3rd bullet point – change to TUS Students Union Officers (remove Welfare & Equality)

Proposed by [REDACTED]

16. **Student Appointments to Governing Body July '24 to June '25**

Governing Body approved the following Students Union nominees to Governing Body from 1st July 2024 to 30th June 2025:

Amelia Lown President

Gearoid Folan Deputy President, Midwest

Jos Gijbels Deputy President for Postgrad Affairs

Approved by [REDACTED]

17. **Schedule of Governing Body meetings for 2025**

The schedule for 2025 as presented (10 meetings) was agreed subject to review should there be a requirement for an additional meeting.

Proposed by [REDACTED]

The meetings will be incorporated into the TUS Governing Body Work Plan.

Section C: Items for Information / noting

18. Staff Appointments

Noted.

Two posts will require Governing Body approval (the recruitment process is being overseen by Mazars). The President and the Chair of Governing Body have been involved in the interview panel process. The posts are:

VP Internationalisation & Alumni

VP People and Organisation

Two other posts are currently in process:

Director of Institutional Research & Data Analytics

Director of the President's Office

These two posts do not require Governing Body approval.

In accordance with the TUS Recruitment, Selection and Appointment Policy as approved by GB, GB approval of the two VP appointment is required. The GB approved the panel of appointees for the post of VP Internationalisation & Alumni as recommended by the interview panel. The 1st ranked candidate shall be appointed to the post, following formal offer and acceptance, and be subject to the completion of all related HR procedures.

This was agreed by Governing Body.

Proposed by [REDACTED]

19. Students Union Annual Report 2023-2024

A. Lown, J. Fernandes and N. Kennedy gave an overview of the Students Union Annual Report 23-24 which was followed by Q&A.

Governing Body acknowledged the professional and valuable report and the great work achieved by the Students Union in the last year and extended congratulations to the Students Union on the excellent positive engagement across all campuses. The President congratulated the Students Union on their achievements and on the symbiotic relationship between the Students Union and the Office of Student Education & Experience. Governing Body were unanimous in their praise of the Students Union and how lucky TUS were to have such a strong working Union which is forefront of today's societal issues. Both the President and Deputy Chair wished Jose and Niamh the best of luck in the future and looked forward to continuing to work with Amelia for the next year.

20. System Performance Framework

VP Strategy, Transition and Projects and Project Officer joined the meeting for this item. The President updated Governing Body on the System Performance Framework Agreement which was followed by Q&A. The importance of Regional Development was noted in the discussions and this point will be taken on board. The System Performance Framework Agreement was endorsed by Governing Body and TUS will now submit a final draft for review, approval and publication to the HEA. The approved document will be brought back to Governing Body for information.

Section D.

21. AOB

The next meeting will take place in the Shearwater Hotel, Ballinasloe commencing at 1pm on the 16th of September with an overnight and concluding at 1pm on the 17th of September.

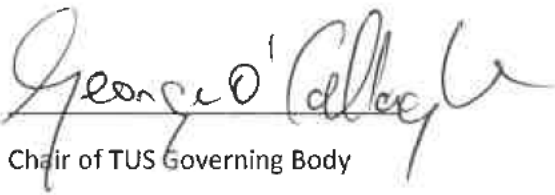
22. GB Session – Non TU connected members

At this point all staff and students left the meeting as non TU connected members held a private meeting.

The meeting concluded at 1:15pm.

The next meeting will take place on at 10:00am on 16th / 17th September 2024 in Ballinasloe, Co. Galway.

Signed:


Chair of TUS Governing Body

Date:

