

**Minutes of the meeting of the Governing Body of Technological University of the Shannon:  
Midlands Midwest  
Monday 26-5-25 at 10:00am. Midlands Campus/MS Teams**

**Members**

1. Josephine Feehily – Chair, in person
2. Vincent Cunnane – in person
3. Marguerite Doyle – in person
4. Maureen Falvey – teams
5. Jos Gijbels – in person
6. John Griffin – teams
7. Kevin McLoughlin – teams
8. Tony Mahon – in person
9. Amelia Lown- in person
10. Pamela O’Brien – in person
11. George O’Callaghan – in person
12. Geoff Shannon- in person
13. Gearoid Folan – in person
14. Catherine Collins – in person
15. James Ring – teams
16. Anne Cusack - in person
17. Darina Kneafsey – in person
18. Colette Ryan – in person

**In Attendance:** Bill Delaney, Secretary  
Orla Breathnach, Minute Secretary  
Dara Lenihan, Incoming TUS Students Union President

**4. Apologies:** N. Gavin

**SECTION A: STANDING ITEMS**

1. **Chairpersons Opening**  
The Chair welcomed members to the meeting and noted Dara Lenihan’s attendance.
2. **Approval of the Agenda**  
The agenda was approved.
3. **Expressions of Sympathy**  
[REDACTED]
5. **Declaration of Conflicts of Interest or Loyalty**  
There was no declaration of Conflict of Interest or Loyalty.
6. **Correspondence**  
No correspondence.
7. **Minutes of Governing Body meeting of 31<sup>st</sup> March 2025**  
The minutes of 28<sup>th</sup> April 2025 were approved.  
**Proposed by G. Shannon and Seconded by G. O’ Callaghan**
8. **Matters Arising**  
There were no matters arising.

## **9. Action Log**

The Action Log was reviewed in detail and the following updates were given:

- Item #14: Remains ongoing. This is included at the next FPDC meeting 10.06.2025
- Item #31: Remains ongoing.
- Item #81: Review of this action to be considered. It was agreed to apply dates to this action under 3 areas: New Academic Council January 26, Periodic CINNTE progress, Relationship.
- Item #142: Remains ongoing.
- Item #148: Agreed to turn green.
- Item #180: Student numbers to be discussed at Septembers Governing Body meeting.
- Items #165 & #167: Agreed to turn green.
- Item #172: Postgrad Stipends were reviewed and agreed to increase new and existing stipends in September 2025 by €1,000 to €16,000, €1000 in September 2026 to €17,000, and €1000 in September 2027 to €18,000 A discussion took place, and it was noted that while the stipend increase is welcomed the national stipend level is higher. TUS will continue to advocate for increased funding for PG Stipends. Agreed to turn green.
- Item #181: The GB requested a copy of this scheme and include next steps and timelines for implementation.
- Item #187: There are 2,400 students in China on TUS modules in Chinese partner universities. Agreed to go green.

## **10. Risk Management**

Noted.

## **11. President's Strategic Update and Report**

The President's report was noted.

- The Mary Ward Center for Science on the Athlone campus was officially opened by the Minister for Further and Higher Education, Research, Innovation and Science. A private discussion was held between the Minister, the President and Governing Body Chair and discussed a number of key items.
- The entire Department of Further & Higher Education, Innovation and Science (DFHERIS) were on the Athlone campus at their away day in which the President gave a presentation.
- An update on RUN EU Non-Profit Organization (NPO) was provided. In order to move ahead RUN EU needs to go ahead with the NPO and that TUS would be there on the NPO as an observer. The 'observer status' is to facilitate TUS ultimately becoming a full board member, as agreed at GB meeting 28.04.2025.
- An agreement was signed between TUS and Lancaster University for TUS staff to undertake PhDs at an agreed fee.
- TUS Archives was launched in Athlone which aims protect the cultural heritage of the Midlands and Midwest regions.
- Attended the Launch of Electric Aviation at Shannon Airport, the first electric airplane in Ireland.
- Dean of Graduate Studies will be discussed under item 14.
- An update was provided to Governing Body on Springboard funding. An announcement was made on Friday 23.05.2025 that 29 programmes per annum for 3 years were approved for Springboard funding. Funding totals to €5.2 million and reaches 928 students across both campuses. This is a positive step for TUS. The process has begun to recruit 928 students for the September 2025 intake.

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

### **12. FPDC Report 23<sup>rd</sup> April 2025**

G. O' Callaghan briefed the Governing Body on the FPDC meeting 23.04.2025.

#### **12.1 Capital Development Unit (CDU) Report**

The CDU Report was noted. Governing Body were reminded to provide feedback on the TUS Capital Masterplan presentation from the previous meeting.

### **13. Joint meeting meeting ARC & FPDC of 15th May 2025 Report**

G. O' Callaghan briefed Governing Body on the Joint ARC FPDC meeting 15.05.2025

#### **13.1 Draft TUS Consolidated Financial Statements 2023/24**

On the recommendation of the Joint ARC & FPDC committee, Governing Body approved the TUS Consolidated Financial Statements 23/24. The Financial Statements 23/24 will be duly signed by the President and Chair and will issue to OCAG.

**Proposed by G. O'Callaghan and seconded by A. Cusack**

#### **13.2 Draft TUS Letter of Representation 2023/24**

Governing Body discussed the Letter of Representation.

On the recommendation of the Joint ARC & FPDC committee, Governing Body approved the TUS Letter of Representation 23/24. The letter will be duly signed by the President and Chair and will issue to the OCAG

**Proposed by G. O'Callaghan and seconded by M. Doyle.**

#### **13.3 OCAG TUS Audit Completion Memorandum 2023/24 presented by OCAG**

The findings included 2 high, 2 medium and 7 low findings.

The high and medium findings were discussed in detail:

#### **High**

##### **1. Tuition Fees Unreconciled**

This matter was raised by TUS with OCAG at the commencement of the audit. TUS have reviewed recording and reconciliation practices to enable full reconciliation for 2024/25 and future periods. It was noted this will be removed from next years audit provided that management responses are implemented.

##### **2. Fraud**

TUS held a 'without prejudice' meeting with the supplier to discuss the potential for a settlement. Following the meeting, TUS will be moving forward with the settlement to the next FPDC meeting 10.06.2025. TUS will revert to the OCAG to advise the quantum of loss to TUS to enable disclosure in the Financial Statements.

#### **Medium**

##### **1. Non-Compliance with Circular 28/2016**

This is raised at a sectoral level. This does not affect the TUS Operating Budget. The Governing Body advised to reference DFHERIS & DPER in its management response.

| Action  | By whom | By when |
|---|---------|---------|
| Reference DFHERIS & DPER in its management response | VP F&CG |         |

## 2. Cyber Security, IT Controls and Risk

It was noted to consider alternatives to HEAnet to increase the frequency of vulnerability scanning.

### 13.4 Audit Completion Memorandum Findings 2023/24 & Management Responses

The management responses were noted.

The Governing Body was advised that TUS executives and staff left the meeting to afford the OCAG time with the committee in private session. The auditors were very happy with the co-operation from TUS while carrying out their audit.

The next steps with regard to the Certification and submission of the Financial Statements were outlined to the Governing Body.

The Joint Committee were advised TUS received an FOI request seeking the TUS Risk Register and copies of the three most recent internal and external audit reports. The request will be addressed in accordance with normal procedure through the Information and Data Compliance Office (IDCO). The ARC will be provided with an update at its next meeting.

The ARC Chair advised that Tom Kennedy's tenure on the ARC had reached its end. The Chair of the ARC, on behalf of ARC, FPDC and Governing Body members thanked Tom for his very significant contribution to the work of the ARC. The Chair noted that there would be an opportunity to make a presentation to him at a future date.

| Action  | By whom | By when      |
|---|---------|--------------|
| Letter of appreciation & presentation, to Tom Kennedy | VP F&CG | To be agreed |

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

### **14. Staff Appointments**

Noted.

### **15. Guidelines for the Responsible Use of Artificial Intelligence (AI) in the Public Service**

The Department of Public Expenditure NDP Delivery and Reform published guidelines that provide recommendations on how public bodies can implement the safe use of AI.

A discussion took place and the following was noted:

- TUS are being proactive in the implementation of AI. The CPID & IDCO are exploring AI from both an educational and administrative perspective. AI is currently being built into course development.
- There are 2 elements to consider, AI in education and AI in administration.
- This is an agenda item at the next VP's & Deans Council meeting in June.
- A National Integrity Group is in place in which TUS are involved and discuss AI.
- The chair proposed to note this item and consider should TUS adopt these guidelines or elements of the guidelines.

| Action   | By whom | By when      |
|--|---------|--------------|
| Consider adopting Guidelines for the Responsible Use of Artificial Intelligence (AI) in the Public Service | VP F&CG | Timeline TBC |

#### **SECTION D: AOB**


##### **16. AOB.**

As there was no further business to discuss, the meeting concluded at 13.00.

##### **17. GB Session – non TU connected members**

The external members discussed a number of matters informally, including a possible amendment to the procedure for managing the performance of the President which will be brought to the next GNC meeting for consideration.

The next meeting will take place on at 10:00am on 23<sup>rd</sup> June 2025, in the Midwest Campus.

Signed:   
Chair of TUS Governing Body

Date: 23-6-25

