

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

Monday 27-5-2024 at 10:00am

Midlands 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)
Jose Fernandes (in person)
Catherine Collins (in person)
Niamh Kennedy (Teams)
Anne Cusack (in person)
Marguerite Doyle (in person)
Maureen Falvey (in person)
Darina Kneafsey (in person)
Pamela O'Brien (in person)
Colette Ryan (in person)
Geoff Shannon (in person)
James Ring (in person)

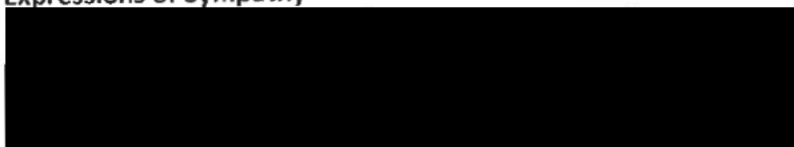
In Attendance: Bill Delaney, Governing Body Secretary (in person)
Martina Moran, Recording Secretary (in person)
Terry Twomey, Brendan Murphy, Mary Goode, Sean Lyons, Aoife Lane, Lisa O'Rourke Scott, Susan Halvey, Andy Fogarty – Item 15
Shane Malone – item 14

4. Apologies: Amelia Lown
John Griffin

Items are recorded in the order they were discussed.

SECTION A: STANDING ITEMS

- 1. Chairpersons Opening**
The Chair welcomed members to the meeting.
- 2. Approval of the Agenda**
Item No. 15 will be tabled at 10:30am. Item 18 will be deferred to 24th June 2024, subject to these changes the Agenda was approved.
- 3. Expressions of Sympathy**



5. Declaration of Conflicts of Interest & Loyalty

There was no declaration of Conflict of Interest or Loyalty.

6. Correspondence.

There was no correspondence.

7. Minutes of Governing Body meeting of 7th May 2024.

The minutes of 7th May 2024 were approved.

Proposed by [REDACTED]

8. Matters Arising

Strategy Away Day will take place in the Shearwater, Ballinasloe on 16th-17th September. Members were invited to advise M. Moran if an overnight room is required in order to secure the booking with the hotel.

It was noted that the Procurement thresholds have been reviewed and verified and are in order.

The Annual Fee Schedule 23/24 has been circulated to members who requested same.

9. Action Log

This will be an agenda item at the next meeting.

10. Risk Management

This will be discussed under item 12.

The European Union have raised some concerns around vetting of foreign students/staff in EU Universities – this was noted as a potential risk.

11. President's Strategic Update and Report

The President's report was noted.

The President met with the Department of Further and Higher Education, Research, Innovation & Science to discuss the organisational structure which is being progressed through their systems in addition to a HR matter in which Governing Body were briefed on previously. Regarding the HR matter, High Court proceedings have been issued and TUS are currently seeking legal advice. This item will be discussed further under item 12.

A Panel visit from the Teaching Council of Ireland took place at TUS Athlone on 23rd May '24 re a proposed BEd (hons) in Home Economics & Technology, in conjunction with DCU who are the Awarding Body for this programme.

The President will attend RUN EU meeting in Belgium from 4th to 6th June '24.

The President attended a number of highly successful conferences.

The Moylish campus played host to a debate around the election of Directly Elected Mayor.

Section B: Items for Discussion / Approval

15. Joint meeting of Governing Body and Academic Council – Academic Quality Review

The Chair welcomed the Registrar, Head of Quality Assurance & Enhancement and representatives of Academic Council to Governing Body to present the Annual Quality Report (AQR) 22/23 to Governing Body.

T. Twomey and B. Murphy presented a power point report to Governing Body which was followed by Q&A. The presentation will be uploaded to the Resource section on Decision Time.

The following points were noted:

- Academic Council is comprised of 62 members of which there are 9 sub-committees and various working groups which are aligned to TUS Strategic and Operational Priorities.
- Governing Body were appraised of both the Internal and National Quality Assurance & Enhancement (QAE) Framework.
- The Internal QAE Framework involves multiple layers with external stakeholders. Internal Programme Boards regularly amend/update or cancel programmes including to match industry employability. Resources are always a consideration. Every individual programme has its own Programme Board.
- All programmes work to the National and International standards and are appraised by various accrediting bodies.
- Staff engage in regular staff development and upskilling programmes and research focus initiatives; new staff members are provided with an Induction Programme and staff mentoring with new methodologies are also provided, individual staff also undertake Special Purpose Awards.
- Programme reviews take place within every department across TUS periodically.
- The Executive will provide Governing Body with its assessment on the requirements of Section 17 of the TU Act 2018 and how they are being complied with.
- The Governing Body secretary will schedule further engagement with Governing Body and Academic Council in the next academic year to ensure Governing Body oversight.

The Chair thanked Dr. Murphy and Ms. Goode for their overall handling of the recent CINTE Panel review and for the support and assistance provided to Governing Body members during the visit.

The Chair also thanked the Registrar and the Academic Council representatives for the presentation and report at today's meeting.

Action	By whom	By when
Provide Governing Body with an assessment on compliance with the requirements of Section 17 of the TU Act 2018	Head of Quality Assurance & Enhancement	3rd quarter 2024

13. People, Culture and EDI Report of 14th May 2024

The minutes were taken as read.

TUS was awarded the title of EU Newcomer Gender Equality Champion for 2024 in

recognition of its work to advance gender equality in education and research. The award was presented by the European Commission in Brussels on 15th May 2024. In addition to the prestigious honour TUS received a bursary of €100,000. On behalf of Governing Body, the Chair congratulated the President and the EDI Team in achieving this award.

It was noted that the sub-committee are developing a policy on Sexual Violence and are currently working through a consultative process. The Chair of People, Culture and EDI will give an update on the policy and timelines at the next Governing Body meeting.

Athena Swan Bronze Award

The Self-Assessment Team are completing a process in order for TUS to apply for the Athena Swan Bronze Award for the entire TUS organisation.

As there is a vacancy for a Governing Body staff member on this committee, members were requested to submit a nominee to the Chair or secretariat for submission to GNC for consideration and onwards for recommendation to Governing Body.

Action	By whom	By when
Update/timelines on Sexual Violence Policy	Chair of People, culture and EDI sub comm	GB 24-6-24
Issue congratulatory letter to EDI Team on behalf of Governing Body	President	Immediate effect

14. TUS Annual Report 2022-2023

S. Malone joined the meeting by Teams and gave a presentation on TUS Annual Report 2022-2023. The Report as presented today is in draft format, the final version will include the Financial Statements. The Report is for eleven months from 1st September '22 to August '23 and is reflective of the TUS Strategic Plan.

Following a discussion and review by Governing Body, the following points were noted and will be actioned:

- Use hyperlinks throughout the Report
- Page 8 – declare the breakdown of male/female staff in all categories
- It was noted that all figures/data will be validated
- There will be a limited print run which will be published in both Irish and English
A postcard with a QR code will be also be considered
- Academic Council information on page 48 was noted
- The final Annual Report will be presented to Governing Body on 24th of June for final sign off.

S. Malone was thanked for the presentation.

12. Joint Audit & Risk Committee & Finance & Physical Development Committee meeting 16th May 2024

The Chair of ARC briefed Governing Body on the Report.
The report will be amended to record T. Mahon's apologies.

Draft TUS Consolidated Financial Statements 22/23

On the recommendation of the Joint ARC & FPDC committee, Governing Body approved the TUS Consolidated Financial Statements 22/23. The Financial Statements 22/23 will be duly signed by the President and Chair and will issue to C&AG.

Proposed by [REDACTED]

Noted: TUS are the first TU to have the accounts cleared by C&AG for the second year in a row.

C&AG TUS Audit Completion Memorandum 22/23 presented by C&AG

Findings included: 1 high (procurement); 1 medium (excess carryover of annual leave) and 5 low rated points

Management Responses to Audit Completion Memorandum findings

The management responses were noted.

Governing Body underlined the importance of TUS adherence to the approved TUS Procurement Policy.

Annual leave will be kept under review and will be further discussed at ARC in September '24. It was noted that annual leave ends on 31/12/24 and not 31/8/24 – this point was made to the C&AG.

Draft TUS Letter of Representation 22/23

Governing Body discussed the Letter of Representation and were advised that this was discussed in detail by the Joint ARC & FPDC committee. Members were advised that while it is free to change it, the Letter is a template provided to TUS by the C&AG. On the recommendation of the Joint committee meeting, an amendment was made to the letter to include an extra sentence in item No. 21 which refers to the HR matter previously discussed. Background to the HR matter was provided and further discussed. It was noted that further legal advice is awaited following the President's engagement with the Department. Following consideration of that advice, it was agreed that it may be appropriate for the Chair on behalf of Governing Body to write formally to the Department (in consultation with the Chairs of ARC and FPDC).

On the recommendation of the Joint ARC & FPDC committee, Governing Body approved the TUS Letter of Representation 22/23. The letter will be duly signed by the President and Chair

and will issue to the C&AG

Proposed by



Action	By whom	By when
Consider legal advice and next steps	President and Chair	Once legal advice is received

Risk Management – Strategic Risk Register & Executive Summary
Discussed and noted.

Section C: Items for Information / noting

- 16. **Staff Appointments**
Noted

Section D.

- 17. **AOB**
There was no other business.
- 18. **GB Session – Non TU connected members**
Deferred until the next meeting. Relevant papers for consideration will be required in good time.

The meeting concluded at 1:00pm.

The next meeting will take place on at 10:00am on 24th June 2024 on the Midwest Campus.

Signed: 
Chair of TUS Governing Body

Date: 24/06/2024