

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

Monday 20th of June 2022 at 12.30pm

via MS Teams & in person – Athlone Campus.

- Members:**
- Ms. Josephine Feehily – Chair (in person)
 - Prof. Vincent Cunnane (in person)
 - Ms. Catherine Collins (in person)
 - Ms. Anne Cusack (in person)
 - Mr. Cormac Dillon (in person)
 - Ms. Brigid Delamere (in person)
 - Mr. John Doyle (in person)
 - Mr. Noel Gavin (in person)
 - Ms. Shelley Ann McCarthy Buckingham (in person)
 - Ms. Anne Meagher (Teams & in person)
 - Mr. George O’Callaghan (in person)
 - Ms. Colete Ryan (in person)
 - Mr. Kevin McLoughlin (in person)
 - Mr. Tony Mahon (in person)
 - Ms. Áine Daly (in person)
 - Mr. Martin Quinn (Teams)
 - Mr. James Ring (in person)
 - Mr. John Griffin (Teams)
- 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 12 (Teams)
 - Ms. Marian Duggan, VP People, Culture and EDI - Item 13 (Teams)
- 4. Apologies:**
- Dr. Marguerite Doyle
 - Prof. Han Brezet

Items will be recorded in the order they were discussed.

Section A: Standing Items

1. Chairperson’s opening and introductions.

The Chair advised Governing Body that this was the last meeting for the current student union representatives and wished to thank them on behalf of Governing Body for their contribution and to wish them every success in their future careers. The Chair particularly

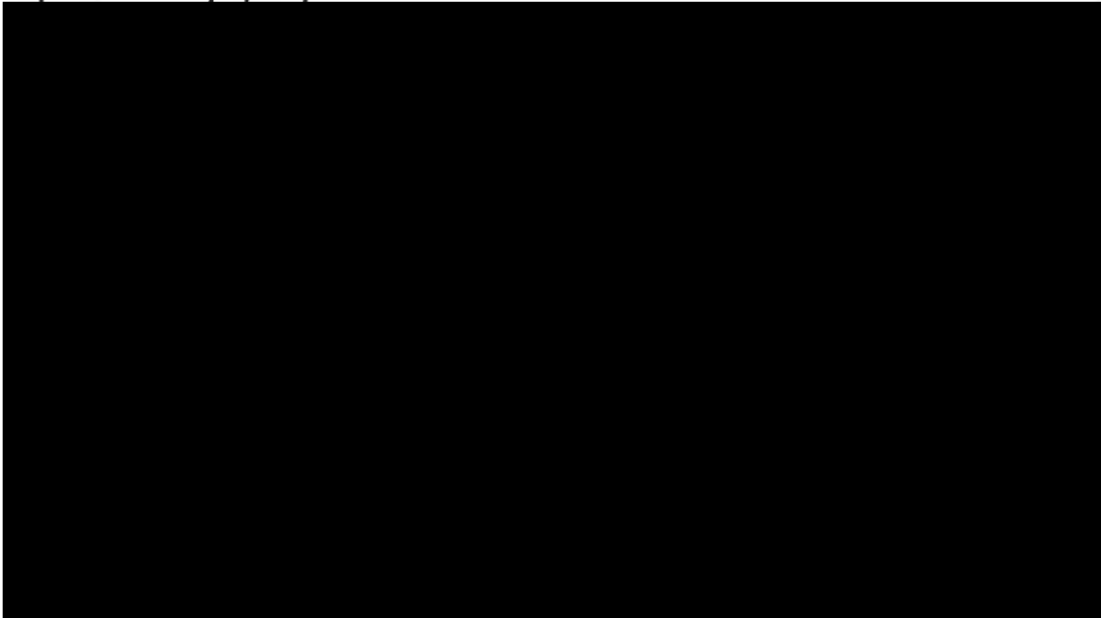
wished to thank Áine for her contribution and helpful personal engagement over the last number of months.

The Chair advised that she would be raising a sensitive matter under Risk Management and if anyone had a conflict or felt an awkwardness around this issue they may wish to consider excusing themselves from this section of the meeting.

2. Approval of the Agenda

The agenda was approved

3. Expressions of Sympathy



5. Declaration of Conflicts of Interest

There was no declaration of conflicts of interest.

6. Correspondence

There was no correspondence.

7. Minutes of Governing Body meeting of 16th May 2022

The minutes of 16th of May were approved subject to the following amendments:

Removal of "across TUS" page 7

Amend €40 to €40m Page 8

Proposed by Shelley Anne McCarthy Buckingham, and seconded by Áine Daly

8. Matters Arising

A query was raised by a member as to whether the borrowing framework has been approved by the Minister and if any communication had been received on same. The President advised there has been no communication issued to either the President or the Chair on this matter

Action	By whom	By when
Matter will be followed up with Minister	President	Before the next Governing Body meeting

9. Action Log

The Chair proposed and Governing Body agreed that all items in green would be removed from the log. A further action will be uploaded to the log to include that copies of all press releases will be cc'ed to Governing Body.

Action	By whom	By when
All press releases to be cc to Governing Body	Press/Communications team	Ongoing

10. Risk Management

Members were given the opportunity to recuse themselves from this item if they so wished.



Action	By whom	By when
Review and understand the responsibility of TUS and the various leverages available particularly as regards the Probation Service	President and management	Report to September GB

11. TUS Key Strategic Priorities Progress Report and Presidents Update

The Key Strategic Priorities and President's Update were taken as read.

The following points were noted:

Student Numbers

CAO Change of Mind deadline is 1st July 2022. A number of programmes which have performed poorly have been removed from CAO. A 2% overall student growth is projected by November '22. 1300 Springboard places have been secured this year. A continued embedding of work placements through programmes is ongoing and it is expected that by 2025 all programmes will have an element of work placement. Further information on CAO will be available after the Leaving Certificate examinations and the 'Change of Mind' process have concluded.

Academic Council

A full composition of Academic Council has now been attained and a 50/50 gender ratio has been achieved for a first of September start. At the Interim Academic Council meeting

which took place prior to Governing Body a single set of regulations have been ratified for all taught programmes. The annual Quality Dialogue meeting between TUS and QQI took place on the 14th of June.

Research

There has been a significant growth in all research post grad numbers which is expected to grow by 5% this year.

Engagement

A Midlands/Midwest team in relation to Regional Enterprise Plans is currently being convened.

RUN-EU

The development of joint and double degrees is being pursued. A development of a Further & Advanced Skills Academy for September is being looked at. RUN is not a single legal entity, and is currently run across seven countries with a possibility of nine countries by the end of the year.

Internationalisation

Targeted international markets are being pursued i.e. China, India, Malaysia, Canada, with a view to attracting international students.

Infrastructure and Capital Development

Completion and delivery of ongoing projects and developing future projects is taking place. Funding has been received for the Coonagh project – Engineering Centre of Excellence, and is expected to go to tender by the end of June. STEM building should commence September/October 2022 in Athlone. The problem currently being experienced regarding timelines is due to inflation and building costs, as companies are finding that they can not ‘stand over’ the tenders.

HEA

Continuing ongoing relationship with the HEA on all matters including Strategic Compact and TUTF.

Organisational Structure

Deloitte are facilitating the cultural/behavioural aspect to drive change management on this project.

Student Accommodation

It was noted by the Students Union that the accommodation crisis will be worse for the new academic year than it had been in the previous year and queried if there had been any consultation with Teaching Unions to provide a hybrid model for students which would help alleviate some of the problems being experienced by students regarding securing accommodation in September. The President advised that the remote emergency teaching (due to Covid) will end in June 2022 and that there have been no formal negotiations re remote on-line teaching due to an accommodation crisis, however, a number of initiatives have commenced (see update – Item 9 Action Log from VP Student Education and Experience). The President also voiced his concern on student accommodation to the Minister as did the Chair to the Education Committee Body. Unfortunately, the lack of student accommodation is not unique to TUS as it is a national issue. The chair suggested that this item would continue off-line. Students Union requested TUS staff resource support over the summer months to assist in dealing with student accommodation related queries.

Miscellaneous

The President had a very successful visit with the British Ambassador – Mr. Paul Johnston on the Moylish campus in relation to Manufacturing Solutions 2022.

A MOU was signed with Gurteen College, Tipperary to produce a new joint BSc in Agriculture & Sustainability.

A KPMG Conference on TU Development took place in which the five TU Presidents participated.

The President hosted an All Staff Meeting on 14th June 2022, to update staff on all campuses regarding TUS developments and strategic plan.

A meeting of Chairpersons of Governing Bodies and Presidents of Technological Universities will take place at the end of June. The Chair has arranged that a briefing on the HEA Bill will be given at this meeting.

The Chair acknowledged the work carried out by B. Delaney after the last Governing Body meeting regarding Academic Council. Due to the time critical element, the exercise was carried out by e-mail. A draft Standing Order will be brought to a future Governing Body meeting in order to deal with time critical matters by e-mail.

Action	By whom	By when
Standing Order to deal with time critical matters by e-mail	Governing Body Secretary	July Governing Body

Section C: Committee Reports

14. Final Minutes of Joint meeting of ARC & Finance Meeting 23/5/22

The Chair of ARC gave a high-level update of matters that were discussed at the Joint meeting of ARC and Finance on 23rd May 2022, which was primarily to discuss the AIT Consolidated Financial Statements.

14.1 Draft AIT Consolidated Financial Statements 2020/21

The following points were noted:

15% increase in income for the year was reported, 8% of which is due to the extra month i.e. 13 months. Expenditure has also increased by 15% which is due to a number of factors, including increase of staff working on TU projects.

On the recommendation of ARC, Governing Body approved the draft AIT Consolidated Financial Statements 2020/21.

Proposed by N. Gavin and seconded by Á. Daly.

14.2 Draft AIT Letter of Representation 2020/21

The wording of the AIT Letter of Representation was cleared by the C&AG. The Letter of Representation is essentially for the Chair and President and will be duly signed by both.

14.3 C&AG AIT Audit Completion Memo 2020/21

The ARC and Finance committee met with the C&AG privately as per the requirement of the THEA Code. There were no issues that need to be brought to the attention of the Governing Body.

The C&AG Audit Completion Memorandum was noted.

15. Final Minutes of Joint meeting of ARC & Finance meeting 30/5/22

The Chair of ARC gave a high-level update of matters that were discussed at the Joint meeting of ARC and Finance on 30th May 2022, which was primarily to discuss the LIT Consolidated Financial Statements.

15.1 Draft LIT Consolidated Financial Statements 2020/21

The Chair of ARC gave a background to the LIT accounts.

On the recommendation of ARC, Governing Body approved the draft LIT Consolidated Financial Statements 2020/21.

Proposed by Shelley Anne McCarthy Buckingham and seconded by Anne Cusack.

15.2 Draft LIT Letter of Representation 2020/21

The Letter of Representation will be duly signed by the President and Chair.

15.3 C&AG LIT Audit Completion Memo 2020/21



It was noted that both audits had procurement issues.

The Chair of Governing Body thanked the ARC and Finance committees and all the finance team members for their work on completion of the final set of accounts for AIT and LIT. The Chair also acknowledged and recorded her appreciation of the Chair of ARC who is stepping down in her role as chair and member of ARC.

Section B: Items for Decision/Approval

12. GB Review of Academic Council (TU Act Sec. 17(2)(b))

Dr. Terry Twomey, VP Academic Affairs in attendance

The Chair gave background to the review by Governing Body of Academic Council.

Dr. Twomey presented three options that could be used as a mechanism to carry out this review which was followed by Q&A.

Governing Body discussed the three options in detail and the following was agreed:

Merger of option 1 and option 2

Option 1 – Governing Body Review Meeting with Academic Council

Option 2 – Review the Annual Quality Review of Academic Council

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

T. Twomey will provide a copy of Standing Orders and Academic Council Terms of Reference to Governing Body.

AQR will be compiled during July/August and will be submitted to QQI in October 2022, before submission to QQI, this report will be brought to Governing Body at the September meeting for review and discussion.

The legacy AIT and LIT Annual Reports will be presented to Governing Body at the July meeting and these reports include chapters on Academic Affairs.

Action	By whom	By when
Provide copy of Standing Orders and Terms of Reference for Academic Council	Dr. T. Twomey	September GB
Present AQR for consideration to Governing Body before submission to QQI	Dr. T. Twomey	September Governing Body meeting

In response to a question raised regarding PMSS representation on Academic Council, the President advised that there is a ratio on the composition of Academic Council membership between ex officio members and elected members and that the regulations had been previously agreed. On the request of the Chair the aspect around Library representation on the academic council will be an aspect of a review in the future.

The President agreed to look at a graduation event for Access students (including Springboard students) for all campuses.

13. TUS Equality Statement(TU Act Sec. 19)

Ms. Marian Duggan, VP People, Culture and EDI in attendance

The Chair gave a background to a requirement in the TU Act to have an Equality Statement. Under the HEA Bill this may need to be revisited but in the interim it is important to have a TUS Equality Statement in place. The period of the equality statement was directed to be 2022 – 2025, but this can be displaced with a revised statement as appropriate

Ms. Marian Duggan presented the TUS Equality Statement which commits to enabling access to education and advancing equality of opportunity for all. After some discussion, Governing Body agreed the Equality Statement subject to general improvement in the presentation of the document and the following specific amendments:

- Remove the phrase “hereafter” in the first paragraph
- Insert a title for each paragraph and to make paragraphs smaller
- Insert “students/graduates” in paragraph 4
- Link to the EDI webpage to include Action Plan and to mention the Implementation Plan
- List the UN Sustainable Development Goals

Proposed by N. Gavin and seconded by C. Dillon

16. Draft Minutes College Support Services CLG Board Meeting 09/06/2022

The minutes of College Support Services CLG were noted.

As per the draft THEA Code of Governance for Subsidiary Companies (*items 1.16 Matters for Decision of TUS GB*) permission from the TUS Governing Body must be received for any major capital investment in excess of €150,000. CSS at their Board meeting of 9th of June 2022 examined and approved the following two proposals in detail. CSS request approval from Governing Body for the following two Capital Expenditure proposals:

- i) TUS Barista Café – [REDACTED]
- ii) Resurface of the All Weather Pitch and LED Floodlights - [REDACTED]

CSS is a wholly owned subsidiary company and utilises its own accumulated profit basis funds for reinvestment. Starbucks was chosen from a result of a Student Survey carried out in October 2021 in which students chose it as their “favourite branded coffee chain” and also because of its success on the Limerick campus. CSS will operate, control and serve Starbucks, however, it is not a franchise. B. Delaney will revert to Governing Body with details of the contract term between CSS and Starbucks. B. Delaney will also provide financial data that was assessed by the CSS board to support the proposals. Going forward supporting ‘numbers’ will accompany all investment proposals. In relation to the All Weather Pitch and LED Floodlights, the total cost of this project is [REDACTED] however, [REDACTED] was secured from the Sports Capital Grant and the balance of funding is being requested for approval. The timeline for this project is for the commencement of the new academic year.

Action	By whom	By when
Revert with time frame of TUS Barista Café proposal (Starbucks)	Governing Body Secretary	Next GB meeting
Provide financial data in support of the proposals directly to J. Griffin.	Governing Body Secretary	Following the GB meeting.

Governing Body agreed to both proposals.

Proposed by G. O’ Callaghan and seconded by C. Ryan

The Chair noted that ARC has concluded their deliberations in relation to the Directors on subsidiary companies and this will be considered at the next Governing Body meeting.

Section D

17. Staff Appointments

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

Section E

18. AOB

The next meeting will take place on Monday 18th July at 10:00am in the Midwest campus.

The development of TUS Strategic Plan 2023-2026 facilitated by Mazars took place immediately after the Governing Body meeting.

There being no further business the meeting concluded at 3.25pm.

Signed: Josephine Fealy
Chair of TUS Governing Body

Date: 18/7/22

