

Technological University Dublin Governing Body MINUTES

MEETING 31: Wednesday 11th May 2022 (08.00 – 11.00)

PRESENT: Mr D Carson (Chair), Professor D FitzPatrick (President), Ms V Bistany, Dr M Carr, Ms M Cullen, Ms É Finan (Deputy Chair), Mr J Grant, Ms P Kelly, Dr C Larkin, Dr E Maher, Ms M Ryan, Ms S O'Shaughnessy, Mr S Sheridan

Electronic Attendance:

Ms L Barrett, Dr N Burns, Ms E Carroll, Dr C Duffy, Mr J McCarthy, Ms C Clune-Mulvaney, Mr C O'Donovan, Ms A O'Toole

APOLOGIES: Mr M O'Donnell,

INATTENDANCE: Ms B Elliott (University Secretary), Dr M Meaney (Registrar & Deputy President), Mr D Murphy (Chief Operations Officer)

INVITED: Agenda Item [31/16/] – Ms Orlaith Mcevoy (Procurement Manager)

SECRETARIAT: Ms Y Cooke

DOCUMENTATION: **Circulated prior to meeting**

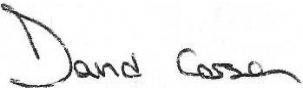
1. Draft Agenda Governing Body Meeting 31 (11th May 2022)
2. Draft Minutes - Governing Body Meeting 30 (23rd March 2021)
3. Governing Body Action Log (11th May 2022)
4. Student Disciplinary Action - Memorandums (1st and 11th March 2022)
5. University Programmes and Budget 2022 – Memorandum (4th May 2022)
6. Updated HR Selection Procedures - Amended Appendix 1 (Memorandum 4th May 2022)
7. Electronic Approval Request – HR Selection Procedures Temporary Derogations (6th April 2022)
8. TU Dublin Draft Charities Governance Code Compliance Record (Memorandum - 3rd May 2022)
9. TU Dublin Draft Annual Report 2021 Memorandum (22nd April 2022)
10. TU Dublin Protected Disclosure Report 2021 Memorandum and Report (3rd May 2022)
11. University Seal Register Report (12th April 2021)
12. Strategic Plan Executive Memorandum and Report (3rd May 2022)
13. University Executive Report (3rd May 2022)
14. Equality, Diversity and Inclusion Committee Revised Terms of Reference Memorandum (11th May 2022)
15. Committee Memberships Proposals - (Memorandum 4th May 2022)
16. Appendix B2 – University Programmes and Budget 2022 Supporting Documentation
17. Appendix B3 – Updated Human Resources Selection Procedures Supporting Documentation
18. Appendix C1 – TU Dublin Draft Charities Annual Report 2021 Supporting Documentation
19. Appendix C2 – TU Dublin Draft Annual Report 2021 Supporting Documentation
20. Appendix D2 – University Executive Report (11th May 2022) Supporting Documentation
21. Appendix E1 – EDI Committee Revised Terms of Reference (11th May 2022) Supporting Documentation
22. Appendix E2 – Committee Membership Proposals Supporting Documentation
23. Appendix E3 – AC Committee Report – Meeting (6th April 2022)
24. Appendix E3 – ARC Committee Report - Meeting 20 (20th April 2022)
25. Appendix E3 – EDIC Committee Report - Meeting 8 (9th March 2022)
26. Appendix E3 – FPC Committee Report - Meeting 8 (7th April 2022)
27. Appendix E4 – AC Approved Minutes – Meeting (23rd February 2022)
28. Appendix E4 – EDIC Approved Minutes - Meeting 8 (9th December 2021)
29. Appendix E4 – EDIC Approved Minutes - Meeting 10 (20th January 2022)
30. Appendix E4 – FPC Approved Minutes - Meeting 10 (4th March 2022)

DOCUMENTATION: **Circulated at the meeting**
No documentation was tabled at the meeting.

REF	ITEM	DECISION
Section A – Standard Items		
31.00	WELCOME AND INTRODUCTION The Chair welcomed everyone to the meeting.	NOTED
31.01	a) Apologies The Chair noted members' apologies for this meeting.	NOTED
31.02	b) Meeting Agenda The Agenda for the meeting, as had been circulated, was approved and adopted.	APPROVED Proposed: É Finan Seconded: C Larkin
31.03	c) Declaration of Conflicts of Interest The Chair noted there were no conflicts of interest declared by members present.	NOTED
31.04	APPROVAL OF MINUTES The draft Minutes of the thirtieth meeting of the Governing Body held on 23 rd March 2022, as had been circulated were approved.	APPROVED Proposed: J Grant Seconded: C Larkin
31.05	MATTERS ARISING Governing Body Meeting Action Log Governing Body noted that items which are closed between meetings will remain on the log flagged as closed until the following meeting for members information.	NOTED
31.06	CORRESPONDENCE RELEVANT TO GOVERNING BODY The Chair noted that there was no correspondence relevant for the attention of Governing Body.	NOTED
Section B – Approval Items		
31.07	STUDENT DISCIPLINARY ACTION Governing Body noted the following documents as circulated to members, detailing a recommendation relating to a student disciplinary process carried out in accordance with the Student Disciplinary Procedures (City Campus). Governing Body also noted that the student had not submitted an appeal. 1) TU Dublin Student Disciplinary Action Memorandum (10 th March 2022) 2) TU Dublin Student Disciplinary Action Correspondence (1 st March 2022) Governing Body approved the recommendation that the student be expelled from the University.	NOTED APPROVED Proposed: J Grant Seconded: C Larkin
31.08	TU DUBLIN PROGRAMMES AND BUDGETS SUBMISSION TO HEA 2022-2025 Governing Body noted the following documents as circulated to members: 1) TU Dublin Programmes and Budgets 2022 Memorandum (23 rd March 2022) 2) TU Dublin Programmes and Budgets (Appendix B2) Governing Body approved the TU Dublin Programmes and Budgets Submission to the HEA 2022-2025.	NOTED APPROVED Proposed: J Gant Seconded: C Larkin

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Section B – Approval Items		
30.09	<p>UPDATED HUMAN RESOURCES SELECTION PROCEDURES Governing Body noted the following documents as circulated to members detailing amendments necessary to remediate legacy files.</p> <ol style="list-style-type: none"> 1) Updated TU Dublin HR Selection Procedures Memorandum (23rd March 2022) 2) Updated TU Dublin HR Selection Procedures (Appendix B4) <p>Governing Body approved the Updated TU Dublin HR Selection Procedures subject to the removal of Category M (Full Professorship Roles).</p>	<p style="text-align: center;">NOTED</p> <p style="text-align: center;">APPROVED Proposed: É Finan Seconded: E Maher</p>
30.10	<p>ELECTRONIC APPROVAL - HR SELECTION PROCEDURES TEMPORARY DEROGATIONS Governing Body noted electronic approval was received by 6th April 2022 as requested in the memorandum circulated to members on 5th March 2022.</p>	<p style="text-align: center;">NOTED</p>
Section C – Compliance Items		
30.11	<p>TU DUBLIN DRAFT CHARITIES ANNUAL REPORT 2021 Governing Body noted the following documents as circulated to members:</p> <ol style="list-style-type: none"> 1) TU Dublin draft Charities Governance Code Compliance Record Form 2021 Memorandum (3rd May 2022) 2) TU Dublin draft Charities Governance Code Compliance Record Form 2021 - 3rd May 2022 (Appendix C1) - 3) TU Dublin draft Declaration – TU Dublin Charities Returns (Appendix C1) <p>Governing Body approved the draft TU Dublin Charities Governance Code Compliance Record Form 2021, subject to clarification amendment to Section 3.6 relating to 'volunteering'.</p>	<p style="text-align: center;">NOTED</p> <p style="text-align: center;">APPROVED Proposed: SO'Shaughnessy Seconded: C Larkin</p>
30.12	<p>TU DUBLIN DRAFT ANNUAL REPORT 2021 Governing Body noted the following documents as circulated to members for their information and feedback in advance of the final draft submission for approval at the Governing Body meeting on 22nd June 2022.</p> <ol style="list-style-type: none"> 1) TU Dublin Working Draft Annual Report Memorandum (22nd April 2022) 2) TU Dublin Working Draft Annual Report 2021 (Appendix C2) 	<p style="text-align: center;">NOTED</p>
30.13	<p>PROTECTED DISCLOSURE ANNUAL REPORT 2021 Governing Body noted the following documents as circulated to members:</p> <ol style="list-style-type: none"> 1) TU Dublin Protected Disclosure Report 2021 Memorandum (3rd May 2022) 2) TU Dublin Protected Disclosure Report 2021 (3rd May 2022) <p>Governing Body approved the TU Dublin Protected Disclosure Report 2021.</p>	<p style="text-align: center;">NOTED</p> <p style="text-align: center;">APPROVED Proposed: SO'Shaughnessy Seconded: C Larkin</p>
30.14	<p>UNIVERSITY SEAL REGISTER REPORT Governing Body noted the memorandum from the Chief Operations Officer (12th April 2022), confirming that the seal of TU Dublin seal was not applied to documentation during the period 4th March 2022 to 12th April 2022.</p>	<p style="text-align: center;">NOTED</p>

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Section D – Executive Reports		
31.15	<p>1. STRATEGIC PLAN EXECUTIVE REPORT Governing Body noted the Strategic Plan Executive Summary and Report as had been circulated to members. The President briefed members on the current status of the Strategic Plan.</p>	NOTED
31.16	<p>2. UNIVERSITY EXECUTIVE REPORT The Chair welcomed Ms Orlaith Mcevoy (Procurement Manager) who joined the meeting for the procurement section of this report to brief members on the current status of this function within the University. Following discussion the Chair thanked Ms Mcevoy for her update.</p> <p>The President updated the meeting on a number of items relating to this report. Governing Body noted that a copy of the Cinte Review Report would be circulated to members.</p>	NOTED NOTED SECRETARIAT
Section E – Committee Reports		
31.17	<p>EQUALITY, DIVERSITY AND INCLUSION COMMITTEE (EDIC) REVISED TERMS OF REFERENCE Governing Body approved the ARC Revised Terms of Reference as circulated to members.</p>	APPROVED Proposed: J Grant Seconded: E Maher
31.18	<p>COMMITTEE MEMBERSHIP PROPOSALS Governing Body approved the appointment of the following Governing Body Committee membership nominees as detailed in the Memorandum of 4th May circulated to members. These appointments were with immediate effect.</p> <ol style="list-style-type: none"> 1) Ms Margaret Cullen - External Governing Body member to the ARC 2) Mr Eamon Russell – External non Governing Body member to the ARC 3) Ms Maggie Ryan – External Governing Body member to the EDIC 	APPROVED Proposed: E Maher Seconded: M Carr
31.19	<p>COMMITTEE REPORTS Governing Body noted the following Committee Reports.</p> <ol style="list-style-type: none"> 1) AC Meeting Report – Meeting (16) held on 6th April 2022. 2) ARC Meeting Report – Meeting (24) held on 20th April 2022. 3) EDIC Meeting Report – Meeting (11) held on 9th March 2021). 4) FPC Meeting Report – Meeting (12) held on 7th April 2022). 	NOTED
31.20	<p>COMMITTEE MINUTES Governing Body noted the following approved Committee Minutes.</p> <ol style="list-style-type: none"> 1) AC Minutes – Meeting (15) held on 23rd February 2022. 2) EDIC Minutes – Meeting (9) held on 9th December 2021 3) EDIC Minutes – Meeting (10) held on 20th January 2022 4) FPC Minutes – Meeting (11) held on 4th March 2022 	NOTED
Section F – Standard Items		
31.21	<p>ANY OTHER BUSINESS The Chair informed members that a special meeting of Governing Body would take place on Monday, 23rd May 2022 (8.30-10.00am), to consider the findings of the annual Governing Body Self-Assessment Report.</p> <p>Governing Body noted that members of the Deloitte team who facilitated this review would also attend this meeting, and that the report would be circulated to members in advance of this meeting.</p>	NOTED NOTED

REF	ITEM	DECISION
Section F – Standard Items		
31.22	<p>NEXT GOVERNING BODY MEETINGS</p> <p>1. Members noted that the Governing Body meeting scheduled to take place on Wednesday , 22nd June 2022 will be held on the Blanchardstown Campus.</p> <p>2. Members noted that the Governing Body meeting scheduled to take place on Wednesday , 24th August 2022 will be held on the Tallaght Campus.</p> <p>The Chair thanked members for their attendance and participation.</p> <p style="text-align: center;"></p> <p>SIGNED _____</p> <p style="margin-left: 40px;">David Carson, Chair.</p> <p style="text-align: right;">DATE: 22nd June 2022.</p>	<p style="text-align: center;">NOTED</p> <p style="text-align: center;">NOTED</p> <p style="text-align: center;">NOTED</p>