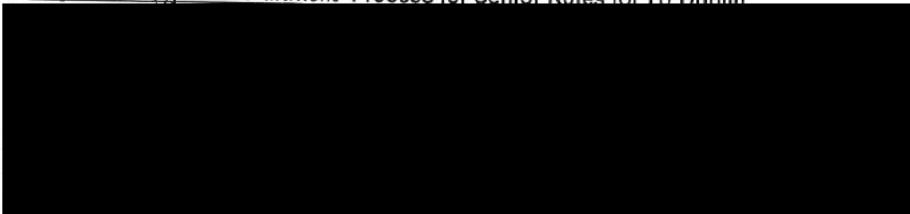


Technological University Dublin Governing Body

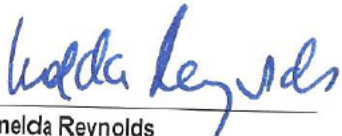
MINUTES

- MEETING 11:** Wednesday, 6th November 2019 (08.00), TU Dublin, Tallaght, Synergy Building, Board Room
- PRESENT:** Ms I Reynolds (Chair), Professor D FitzPatrick (President), Mr J Barnes, Ms V Bistany, Mr P Bowler, Dr M Carr, Ms E Carroll, Ms É Finan, Dr C Fisher, Mr J Grant, Ms A Keatinge, Ms P Kelly, Dr C Larkin, Dr M Marjoram, Mr J McCarthy, Ms A O'Toole, Mr P Yimbog
- APOLOGIES:** Mr P Lavelle, Ms S O'Shaughnessy
- IN ATTENDANCE:** Dr M Meaney (Registrar & Deputy President), Mr D Murphy (Chief Operations Officer & University Secretary)
- SECRETARIAT:** Ms Y Cooke (TU Dublin Programme Team)
- DOCUMENTATION:** **Circulated prior to meeting**
1. Agenda – Governing Body Meeting 11 (6th November 2019)
 2. Draft Minutes – Governing Body Meeting 10 (18th September 2019)
 3. Approved Minutes – Audit and Risk Committee Meeting 2 (17th May 2019)
 4. Approved Minutes – Audit and Risk Committee Meeting 3 (16th September 2019)
 5. Memorandum – Use of University Seal (30th October 2019)
- DOCUMENTATION:** **Presented at the meeting**
1. Proposed Membership Composition - Governing Body Committees

REF	ITEM	DECISION
11.01/01	APOLOGIES	
	The Chair noted members apologies received for this meeting.	NOTED
11.01/02	PROPOSED MEETING AGENDA	
	The Agenda for the meeting, as had been circulated, was approved and adopted.	APPROVED Proposed: E Finan Seconded: C Fisher
	The Governing Body noted and approved the following matters raised under this item.	
	<p>i) <u>Revised Locations – Schedule of Governing Body Meetings</u> The Governing Body noted members concerns in relation to the increasing travel time being experienced to attend meetings on particular locations at certain times of the year. It was agreed that the meeting schedule would be reviewed taking these factors into consideration with a revised schedule issued in advance of the next meeting.</p>	NOTED UNIVERSITY SECRETARY
	<p>ii) <u>Death Notice – Mr. Oliver Cussen (Chair, Grangegorman Development Agency -GDA)</u> The Chair regretfully informed members of the recent passing of Mr Oliver Cussen, Chairperson of the Grangegorman Development Agency (GDA). Mr Cussen had chaired the Board of the GDA since 2015 and during that time had been a steadfast supporter of the development of the Grangegorman campus on behalf of TU Dublin and HSE.</p> <p>The Chair expressed her deepest sympathy to his colleagues in the GDA and his fellow board members on their loss, and proposed a note of condolence be sent to his family on behalf of Governing Body.</p>	APPROVED Proposed: E Finan Seconded: C Fisher

REF	ITEM	DECISION
11.01/03	DECLARATION OF CONFLICT OF INTEREST	
	The Chair noted there were no conflicts of interest declared by members present.	NOTED
11.01/04	APPROVAL OF MINUTES	
	The draft Minutes of the 10 th meeting of the Governing Body held on 18 th September 2019, as had been circulated, were approved.	APPROVED Proposed: E Finan Seconded: C Fisher
11.01/05	MATTERS ARISING	
	The following matters were raised and noted from the Minutes of the tenth meeting of the Governing Body held on 18 th September 2019.	
	<p>i) Item [10.01/05(i)] – Recruitment Process for Senior Roles for TU Dublin</p> 	NOTED
	<p>ii) Item [10.01/09(1)(iii)] – Governing Body Unfilled Positions</p> <p>The Chair informed members that two positions on the Governing Body remain unfilled, (a ministerial appointee under Section 12(1)(h), and a postgraduate student appointee prescribed under Section 12(1)(g)). Mr Yimbog advised that the Student's Union hoped to be in a position to nominate the postgraduate student appointee to the Governing Body for approval at its meeting on 11th December 2019. The Department of Education and Skills have not yet advised the University of the ministerial appointee.</p>	NOTED
	<p>iii) Item [10.01/08(3)(i)] – C&AG Audit of Annual Financial Statements (former DIT, ITB and ITT) to 31st December 2018</p> <p>The Governing Body noted that the Audit for 2018 DIT accounts were now complete and signed off by the Comptroller and Auditor General (C&AG). The Audits for the 2018 ITB and ITT accounts were complete and had been cleared for final sign off by the C&AG.</p>	NOTED
11.01/06	CORRESPONDENCE	
	The Chair noted that there was no correspondence for consideration by Governing Body.	NOTED
11.01/07	STRATEGIC PLAN UPDATE	
	<p>i) Strategic Plan</p> <p>The Governing Body agreed that an additional workshop to review the final draft Strategic Plan will take place in advance of the scheduled meeting on 11th December 2019. This workshop will take place on Thursday 28th November 2019 at 4.00pm. The Governing Body noted that a formal launch of the Strategic Plan will take place in January 2020 and will be combined with a celebration of TU Dublin's first anniversary.</p>	NOTED
	<p>ii) Landscape Funding</p> <p>The President advised members that the Higher Education Authority (HEA) with the support of the Department of Education and Skills (DES) has provided a fund to support organisations engaged in implementing reforms of the higher education landscape including in particular those designated, or seeking designation as Technological Universities. The HEA advised that €3.8m was allocated to TU Dublin from this landscape funding.</p>	NOTED

REF	ITEM	DECISION
11.01/08	FORMAL APPROVALS (Contracts, Policies, Statements)	
	The Chair noted there were no formal approvals presented to Governing Body.	NOTED
11.01/09	REPORTS	
	<p>1. <u>PRESIDENT'S REPORT</u> <u>Charitable Status Update</u> The President informed members that the University had recently been issued with a Charity Number by the Charity Regulator and a Charity Tax Number by the Revenue Commissioners.</p> <p>2. <u>ACADEMIC COUNCIL REPORT</u> <u>Academic Council Elections</u> The University Registrar informed Governing Body that the election of staff members to Academic Council will take place on 11th November with the count planned for the 12th November 2019.</p> <p>The Governing Body noted that the Executive of TU Dublin Students' Union will advise the six student candidates nominated for appointment to Academic Council in accordance with its own procedures to the next Governing Body meeting for approval.</p> <p>3. <u>COMMITTEES REPORTS</u></p> <p>i) <u>Additional Governing Body Committees</u></p> <p>a) <u>Proposed Membership Composition – Governing Body Committees</u> The Governing Body approved the document, '<i>Proposed Membership Composition - Governing Body Committees</i>'.</p> <p>ii) <u>Audit and Risk Committee (ARC)</u></p> <p>a) <u>Audit and Risk Committee Minutes</u></p> <p>i) The Governing Body noted the Audit and Risk Committee Minutes for the second meeting held on 17th May 2019.</p> <p>ii) The Governing Body noted the Audit and Risk Committee Minutes for the third meeting on 16th September 2019.</p> <ul style="list-style-type: none"> The Governing Body noted the clarification that Terms of Reference and revisions to Terms of Reference for Committees are recommended for approval to Governing Body. The Governing Body noted the internal finding relating to the collection of fees and requested that an update be presented. <p>b) <u>Audit and Risk Committee Report</u> The ARC Chair updated members on a number of areas which the Committee were focused on including:</p> <ul style="list-style-type: none"> Completion of draft TU Dublin risk policy for presentation to Governing Body at a future date; Completion of consolidated draft TU Dublin corporate risk register for presentation to Governing Body as the final current corporate risk register at a future date; Systems and processes to minimise non-compliance within procurement; Migration project and contingency planning in relation to this project; Consistency in structures and processes in relation to the mixture of internal audit models in place across the University; Development of an updated TU Dublin protected disclosure policy and protected disclosure process. 	<p>NOTED</p> <p>NOTED</p> <p>NOTED</p> <p>APPROVED Proposed: A Keatinge Seconded: E Carroll</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED</p>

REF	ITEM	DECISION
11.01/09	REPORTS	
	<p>4. OPERATIONAL REPORTS The Chief Operations Officer updated members on the following.</p> <p>i) Property Report [REDACTED]</p> <p>The Governing Body noted the migration project continued at pace with a number of projects such as the redevelopment of Park House, Rathdown House and the library awaiting the results of tender processes to commence their refurbishment.</p> <p>ii) University Seal Register Report Governing Body noted the Memorandum from the University Secretary, (30th October 2019), confirming documents to which the TU Dublin seal had been applied since the Governing Body meeting on 18th September 2019.</p>	<p>NOTED</p> <p>NOTED</p> <p>NOTED</p>
11.01/09	ANY OTHER BUSINESS	
	<p>The following matters were raised under this item.</p> <p>i) The Governing Body noted that a full and detailed Human Resources Report was an item on the Governing Body Annual Governance Agenda. It also noted that Human Resource policies in relation to selection and recruitment policies are presented to Governing Body for approval.</p>	<p>NOTED</p>
11.01/10	NEXT MEETINGS	
	<p>i) Governing Body Workshop The Governing Body noted that a workshop to review the draft Strategic Plan will be held on Thursday, 28th November 2019 at 4.00pm in TU Dublin, Cathal Brugha Street.</p> <p>ii) Next Regular Meeting The next meeting is scheduled for Wednesday, 11th December 2019 at 08.00am in TU Dublin, Blanchardstown.</p> <p>SIGNED  Imelda Reynolds CHAIR</p> <p>DATE: 11TH DECEMBER 2019</p>	<p>NOTED</p> <p>NOTED</p>