

Technological University Dublin 1st Governing Body

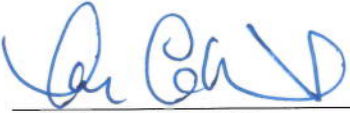
MINUTES

<u>MEETING 4/1</u>	Wednesday, 13 th March 2019, (08.00), TU Dublin - Tallaght Campus, Main Building, Board Room
<u>PRESENT:</u>	Professor T Collins (Chair), Ms I Reynolds (Deputy Chair), Professor D FitzPatrick (President), Ms D Blanckensee, Dr M Carr, Dr C Fisher, Ms A Keatinge, Mr P Lavelle
<u>APOLOGIES:</u>	Full Attendance
<u>IN ATTENDANCE:</u>	Dr M Meaney (Lead, TU Dublin Programme Team), Mr D Murphy (University Secretary) Minute Item [04.01/08(1)(a)(i)] Mr P Bowler (Chair, Audit and Risk Committee) Minute Item [04.01/08(2)(b)(i)] Dr P Horan (Head of Campus Planning, TU Dublin - City Campus) Minute Item [04.01/08(2)(b)(i)] Dr N O'Connor (Director of Student Development, TU Dublin – City Campus)
<u>SECRETARIAT:</u>	Ms Y Cooke (TU Dublin Programme Team)
<u>DOCUMENTATION:</u>	<u>Circulated prior to meeting</u> <ol style="list-style-type: none"> 1. Agenda – Governing Body Meeting 4 (13th March 2019) 2. Draft Minutes – Governing Body Meeting 3 (6th February 2019) 3. Draft Governing Body Standing Orders 4. Draft Interim Terms of Reference – TU Dublin Academic Council 5. Draft Minutes – Governing Body Audit and Risk Committee Meeting 1 (8th March 2019) 6. Draft Terms of Reference – Governing Body Nominations Committee 7. Draft Candidate Brief – Governing Body External Members 8. Draft Staff Representative Election Regulations – Governing Body 9. Draft Schedule of Governing Body Staff Representative Elections and External Member Appointments 10. Global Trends in University Governance – (Education Working Paper Series No 9) <u>Presented at the meeting</u> <ol style="list-style-type: none"> 1. Proposal on disposal of Sackville Place 2. Briefing on TU Dublin City Campus - Grangegorman Campus Development

REF	ITEM	DECISION
04.01/01	APOLOGIES	
	The Chair noted full attendance for this meeting.	NOTED
04.01/02	PROPOSED MEETING AGENDA	
	The Agenda for the meeting, as had been circulated, was approved and adopted.	APPROVED Proposed: P Lavelle Seconded: I Reynolds
04.01/03	DECLARATION OF CONFLICT OF INTEREST	
	The Chair noted there were no conflicts of interest declared by members present.	NOTED
04.01/04	APPROVAL OF MINUTES	
	The draft Minutes of the third meeting of the Governing Body held on 6 th February 2019 were approved.	APPROVED Proposed: I Reynolds Seconded: C Fisher

REF	ITEM	DECISION
04.01/05	MATTERS ARISING	
	There were no matters arising from the third meeting of the Governing Body held on 6 th February 2019.	NOTED
04.01/06	STRATEGIC PLAN UPDATE	
	The President updated the Governing Body on current progress in relation to the Strategic Plan, informing members that engagement will take place with internal stakeholders including staff, students and social partners throughout this process through a number of different channels. External stakeholders will be involved in the process at a later stage when an initial draft is available for their consideration. Responding to concerns raised in relation to the completion date, the President acknowledged the tight timeframe and confirmed that external resources are being procured to support this process.	NOTED
04.01/07	POLICIES AND PROCEDURES	
	<p>Draft Governing Body Standing Orders The Governing Body approved the proposed “<i>Governing Body Standing Orders</i>”, subject to the following:</p> <ul style="list-style-type: none"> i) A Code of Governance tailored for TU Dublin to be presented at the next Governing Body meeting for approval, (<i>Section 2.6(ix), Governing Body Composition and Responsibilities</i>). ii) Standing Orders for Committees established by Governing Body will be adopted and approved by way of their Minutes which will be noted at the subsequent Governing Body meeting, (<i>Section 2.6(vi)(a), “Governing Body Composition and Responsibilities”, and Section 5.1(v), Committees</i>). iii) It was agreed that under Section 3.11, “<i>Procedures for obtaining decisions between meetings</i>”, to include ‘urgent’ in the heading, amend sequence of subparagraphs, to include wording which will emphasise the use of this procedure only as a final option having made every effort, (<i>including electronically</i>), to hold a quorate meeting, and that this procedure must be conducted only on the recommendation of the President or the President’s nominee. iv) It was agreed that a subparagraph “<i>Vacancies</i>” to be added under Section 2, “<i>Governing Body Composition and Responsibilities</i>”, to state, “<i>Vacancies which arise for Governing Body and Committee member(s) will be filled in line with approved Governing Body regulations and procedures</i>”. v) The revised Standing Orders to be circulated to members. 	<p>APPROVED Proposed: I Reynolds Seconded: P Lavelle</p> <p>UNIVERSITY SECRETARY</p> <p>NOTED</p> <p>AGREED</p> <p>AGREED</p> <p>NOTED</p>
04.01/08	COMMITTEES AND REPORTS	
	<p>1. COMMITTEES Ms D Blanckensee and Dr M Carr recused themselves for Item [04.01/08(1)(c)] <i>Nominations Committee - Sections (ii) and (iii)</i> and rejoined the meeting from Item [04.01/08(2)] <i>Reports</i>.</p> <ul style="list-style-type: none"> a) Academic Council The Governing Body approved the proposed “<i>Interim Terms of Reference for TU Dublin Academic Council</i>”. b) Audit and Risk Committee The Chair welcomed Mr Paddy Bowler, Chair, Governing Body Audit and Risk Committee to the meeting for this item, and on behalf of the Governing Body wished to acknowledge and thank him for taking up this significant role. <p>Mr Bowler updated members on the current status of the Audit and Risk Committee which included previous, ongoing and proposed schedule of audit plans for each campus. Mr Bowler highlighted a number of areas which the Committee were focused on including the consolidation of the three campuses internal action logs, review of the corporate risk register in each campus, corporate structures, Protected Disclosures process, Audit Plan for 2020 and consistency in structures and processes to operate the internal audit function across the TU Dublin. The draft Terms of Reference for this Committee were under review and would be presented to the Governing Body in due course.</p> <p>The Chair thanked Mr Bowler for this briefing.</p>	<p>NOTED</p> <p>APPROVED Proposed: I Reynolds Seconded: A Keatinge</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED</p>

REF	ITEM	DECISION
04.01/08	COMMITTEES AND REPORTS	
	<p>c) <u>Nominations Committee</u></p> <p>i) <u>Draft Terms of Reference</u> The Governing Body approved the proposed “<i>Terms of Reference for Governing Body Nominations Committee</i>”.</p> <p>ii) <u>Draft Governing Body Candidate Brief – External Members</u> The Governing Body approved the proposed, “<i>Governing Body Candidate Brief – External Members</i>”, subject to the wording ‘<i>submission</i>’ be replaced with the term “<i>expressions of interest</i>”.</p> <p>The Governing Body noted that in accordance with the provisions of Section 12(1)(h) of the Technological University Act 2018 this document is be agreed with An tÚdarás, (HEA), in advance of publication.</p> <p>iii) <u>Draft Governing Body Election Regulations – Staff Representatives</u> The Governing Body approved the proposed, “<i>Governing Body Election Regulations – Staff Representatives</i>”, subject to clarifying the terminology “Panel” under Section 4, “<i>Persons entitled to vote/Persons entitled to stand for election</i>”.</p>	<p>APPROVED Proposed: C Fisher Seconded: I Reynolds</p> <p>APPROVED Proposed: C Fisher Seconded: I Reynolds</p> <p>NOTED</p> <p>APPROVED Proposed: P Lavelle Seconded: I Reynolds</p>
	<p>2. <u>REPORTS</u></p> <p>a) <u>Financial</u></p> <p>i) <u>TU Dublin</u> It was agreed to defer this item to the next meeting.</p> <p>ii) <u>TU Dublin City Campus – Foundation</u> The Director of Corporate Services – TU Dublin City Campus informed members that the ‘<i>DIT Foundation</i>’, a company limited by guarantee is currently in the process of changing its name to TU Dublin Foundation.</p>	<p>NOTED</p> <p>NOTED</p>
	<p>b) <u>Property</u> The Chair welcomed Dr Noel O’Connor, (TU Dublin City Campus – Director of Student Development), and Dr Paul Horan, (TU Dublin City Campus – Head of Campus Planning), and invited them to update members on the following items.</p> <p>i) <u>Proposal on disposal of Sackville Place</u> Following a briefing on the proposed disposal of Sackville Place, Governing Body approved the recommendation to process the Contract for Sale for this property and sanctioned their approval to authorise the President to sign this document.</p> <p>It was noted that this sale was subject to a number of further steps including receipt of consent from Department of Education and Skills, DEPR and notification to the HEA of this disposal.</p> <p>Responding to concerns raised in relation to the tight timeframe to co-ordinate staff and students relocating to Grangegorman and vacating this building, it was noted that there is an entitlement to seek to extend the departure date in the contract if this is warranted.</p> <p>ii) <u>Report on TU Dublin City Campus – Grangegorman Campus Development</u> A presentation took place giving an overview and progress of the relocation of the TU Dublin City Campus to a single campus on the Grangegorman site.</p> <p>Responding to a query raised by the Chair in relation to progress on the space commitment to the President, Dr O’Connor informed members that two potential sites were being appraised, including The Clock Tower and the Lower House respectively.</p> <p>The Chair thanked Dr O’Connor and Dr Horan for their briefing and presentation.</p>	<p>NOTED</p> <p>APPROVED Proposed: P Lavelle Seconded: I Reynolds</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED</p>

REF	ITEM	DECISION
04.01/11	ANY OTHER BUSINESS	
	<p>The following matter was raised under this item:</p> <p>i) Broombridge Development Project The Governing Body noted the previous approval by the former DIT Governing Body of the Broombridge Development project and agreed to the submission of the funding application including the co-funding element as presented.</p>	NOTED AND AGREED
04.01/12	NEXT MEETING	
	<p>Next Meeting The next meeting is scheduled for Wednesday 10th April 2019 at 08.00 in TU Dublin, Blanchardstown Campus.</p> <p style="text-align: center;">  SIGNED _____ Professor Tom Collins CHAIR </p> <p>DATE: 10TH APRIL 2019</p>	NOTED