



Ollscoil
Teicneolaíochta
an Atlantaigh

Atlantic
Technological
University

**Minutes of the tenth ATU Governing Body Meeting
Held on Monday 12th December 2022 at 10.30 am
ATU Galway City and MS Teams**

Present:

Maura McNally (Chairperson) – in person	MMcN
Dr Orla Flynn (President) - in person	OF
Ursula Cox – in person	UC
Dr Brian McCann – in person	BMcC
Mary McGinley – online	MMcG
Felim McNeela – in person	FMcN
Oonagh Monahan – in person	OM
David Minton – online	DMT
Dr Martin Robinson – in person	MR
Gareth Roe – in person	GR
Dáire Martin - online	DM
Dr Mary Kelly – online	MK
Dara Foynes – online	DF
Colin Kearney – SU Galway-Mayo – in person	CK
Patricia King – online	PK
Michael Gilvarry - online	MGil
Michael Geoghegan - online	MG
Edward Grant – in person	EG

In attendance:

Jim Fennell (Secretary) – in person	JF
Fiona Faherty (Recording Secretary) – in person	FF
Henry McGarvey – in person –Agenda item 7 & 11	HMCG
Elizabeth McCabe – online – Agenda item 7 & 11	EMcC
Dr Des Foley – in person – Agenda item 4.1	DF
Billy Bennett – in person – Agenda item 6.0	BB
Michael Henehan – online – Agenda item 8.2 & 8.3	MH

Apologies:

Dara Foynes	DF
Prof. Rachel Ashworth	RA
Séamus Hughes	SH
Anne McHugh	AMcH

GB 010.01 Declaration of Conflicts of Interests

There were no conflicts of interest declared at this meeting.

GB 010.02 Minutes of the meeting of 21st November 2022

The minutes of the meeting of the 21st November 2022 were reviewed by the members.

DM was incorrectly recorded as being in attendance at the meeting on November 21st. The minute will be amended accordingly.

Decision: The minutes were approved on the proposal of MR and seconded by MK.

GB 0010.03 Matters arising and Correspondence

FMcN sought clarification on the progress of philanthropic donations. The Chair advised the college is currently seeking legal advice on this item and the UPT team will progress this.

GB 0010.04 President's Report

GB 0010.04.1 President's Update to Governing Body

The President shared a presentation highlighting recent activities across the ATU. She thanked all involved in the final conferring sessions. A link to the ATU Magazine will be shared with the Governing Body.

Successful Open Days took place on ATU Campuses, and the President thanked all involved. The President shared the Strategic Alignment of Teaching & Learning Enhancement Funding in Higher Education (SATLE) with the meeting, a copy of which will be uploaded to SharePoint.

The SharePoint site for the President's office is now live and will be a useful point of contact for all staff for relevant information relating to the President's office.

Minutes from the UPT meetings will be included in the President's update to the Governing Body in 2023. A folder will be set up on the Governing Body SharePoint site which will hold all minutes of UPT meetings.

Minister Harris visited ATU Galway City and announced approval for the new Learner Centre on the Galway City Campus to proceed to the next phase of the Technological Sector Strategic Projects Fund (TSSPF) which is the development of a preliminary business case.

Dr Des Foley (DF), Strategic Planning Facilitator, joined the meeting and outlined the Strategic Planning Process for One ATU and it is planned to have a final draft ATU Strategic Plan for Governing Body review and approval in May 2023.

GB 010.05 Report from Research and Innovation

Dr Rick Officer (RO), VP for Research and Innovation joined the meeting and provided a report on Research and Innovation.

The update from RO was welcomed and the importance of research and innovation for ATU was acknowledged.

GB 0010.06 Registrars Report

GB 0010.06.1 Appointment of Members to Academic Council

Billy Bennett (BB), VP Academic Affairs and Registrar, joined the meeting and provided the results of recent Academic Council Elections. The names of those elected are listed in appendix A (attached).

BB advised that further elections would take place in December and January to fill the vacant positions. It is hoped to hold the first Academic Council meeting on January 20th, 2023.

GB 00910.06.2 Programme Schedule for 2021/2022

The programme schedule for 2021/2022 was shared with the Board and BB advised that he would bring the schedule to the Governing Body on an annual basis.

GB 0010.06.3 Programme Validation Process for Cert in End-to-End Sterility Assurance

Approval was sought from the Governing Body to proceed with Programme Validation Process for Certificate in End-to-End Sterility Assurance (Level 9, 30 ECTS).

At its meeting of 9th May the Governing Body gave approval for the continuity of existing quality assurance processes for limited purposes pending the establishment of the Academic Council. Approval was sought from Governing Body for a once off derogation to allow this programme to proceed through the legacy programme validation process, given the importance of the programme in the region, the funding secured and reputational issues which may arise should the programme not proceed.

Decision: The decision to proceed with the validation process for the above programme was approved on the proposal of GR and MMcN.

GB 0010.7 Draft Annual Financial Statements for 31st March 2022

EMcC and HMcG joined the meeting. EMcC presented the final set of draft annual financial statements for the three legacy Institutes for the 7 months ended 31st March 2022. The meeting was informed that the financial statements for the year ended 31st August 2021 for Institute of Technology Sligo and Letterkenny Institute of Technology were not yet approved.

GB 0010.07.1 Galway-Mayo Institute of Technology

MMcG asked for an update on a query raised by the ARC regarding salary bands. JF advised that the salary bands should be annualised in note 9 to the financial statements.

Decision: The Galway-Mayo Institute of Technology Financial Statements for 31st March 2022 were approved on the proposal of GR and seconded by BMcC.

GB 0010.07.2 Institute of Technology Sligo

GB 0010.07.3 Letterkenny Institute of Technology

The ARC has reviewed the Financial Statements for Institute of Technology Sligo and Letterkenny Institute of Technology and are recommending them for approval to Governing Body subject to the C&AG resolving the legacy issue

Decision: The Institute of Technology Sligo and Letterkenny Institute of Technology Financial Statements for 31st March 2022 were noted pending the resolution of the issues

raised with the C&AG in respect of the Financial Statements for the year ended 31st August 2021.

GB 0010.07.4 Transfer of Unrestricted Reserves to Capital Reserves

The Governing Body was asked to approve the transfer of unrestricted reserves to university capital reserves on the dissolution of the three legacy Institutes following submission of final financial statements.

Decision: The transfer of €56.7m of unrestricted reserves to university capital reserves was approved on the proposal of GR and seconded by MMcN.

GB 0010.08 Corporate Governance

GB 0010.08.1 Review of ARC Report to Governing Body – Meeting of 22nd Nov 2022

MMcG provided an update to the meeting from the ARC meeting which was held on 22nd November.

The internal audit report on "Review of Internal Controls" was reviewed by the ARC on 22nd November 22, with no issues to report.

It was noted the Governing Body minutes of 21st November recorded that the ARC would review capital projects at its meeting in November, however, this should read 'could' review at its next meeting if this is required by the Governing Body. The ARC will invite management to present on capital projects and funding in 2023.

The ARC membership has increased to eight members. The membership can be reviewed again in summer of 2023.

GR welcomed the upcoming review on cyber security and asked if Deloitte have the specific expertise and capacity to carry out this review. MMcG confirmed that the presentation made by Deloitte to the ARC confirmed that a dedicated team was in place to carry out this task.

Decision: The meeting adopted the ARC report to the Governing Body on the proposal of GR and seconded by MMcN.

GB 0010.08.2 Risk Register and Risk Appetite Statement

Michael Heneghan (MH), Governance and Compliance Officer, joined the meeting and presented the Risk Register and Risk Appetite Statement for approval.

The Risk Register is a live document which continues to be updated. It is reviewed by the UPT and ARC before submitting to Governing Body. The meeting agreed that the document would include a cover statement.

Decision: The Risk Register and Risk Appetite Statement was approved on the proposal of BMcC and seconded by UC.

GB 0010.08.3 Review of Internal Control and Risk Management

The ARC reviewed the Internal Control Framework and management declarations and an updated risk register for the university. Based on consideration of its ongoing work and the information

supplied to it, the ARC is satisfied that reasonable assurance can be provided to the Governing Body in relation to the operation of risk management, control, and governance at the institute.

Decision: The review of internal control and risk management by the ARC was approved by the Governing Body on the proposal of MMcN and seconded by GR.

GB 0010.08.4 Review of Effectiveness of ARC

The Governing Body are asked to satisfy itself on the effectiveness of the ARC and to identify any issues that they would like the ARC to review or amend.

Decision: The Governing Body unanimously agreed that it is satisfied with the work carried out by the ARC and its effectiveness.

GB 0010.09 Annual Governance Statement 31st August 2021 (replies to HEA Queries)

GB 0010.09.1 Galway-Mayo Institute of Technology

GB 0010.09.2 Galway-Mayo Institute of Technology

GB 0010.09.3 Galway-Mayo Institute of Technology

A letter was received from the HEA which provided feedback and raised queries on the annual governance statements (AGS) for 2020/21 from Galway-Mayo Institute of Technology (GMIT), Letterkenny Institute of Technology (LYIT) and Institute of Technology Sligo (ITS).

The reply to the letter, which had been circulated to the Governing Body, was considered by the ARC, and recommended to the Governing Body for approval.

Decision: This was approved on the proposal of MMcN and seconded by FMcN

GB 0010.10 Corporate Procurement Plan and MAPP

The Corporate Procurement Plan and MAPP was circulated to the Governing Body for approval.

PK sought clarification that the correct steps are contained in the procurement process to ensure the correct rates of pay and terms of transfer of undertakings are in place. JF clarified that the OGP will be compliant and that the ATU will ensure it is operating under the OGP framework. The President suggested that training be provided to senior staff on this changing landscape.

Decision: The Corporate Procurement Plan and MAPP was approved on the proposal of BMcC and seconded by MR.

GB 0010.11 Capital Projects

GB 0010.11 Report on Capital Projects

GB 0010.12 TSSPF Building Galway Campus

GB 0010.13 Student Building

On 28th November, Minister Harris made a public announcement that the proposed Learner Centre Project at the Galway City campus could proceed to the next phase of the TSSPF process. The funding to be awarded for this project will require up to circa. €6m from ATU funds which will impact the reserves available for the Student Building on the Galway City campus

HMcG and EMcC presented a report on ATU Capital Projects and associated finances. This report included the risks associated with proceeding (or not) with the Student Building. The board were presented with a list of capital projects with previous commitments, as well as desired projects that are not yet underway.

The Student Building planning permission has a caveat that if it is not substantially complete by mid-year (2023) then the planning permission will expire.

The meeting had a lengthy discussion on the Student Building and members expressed their views and concerns regarding the risks associated with proceeding (or not) with the project.

It was agreed to hold a special meeting of the Governing Body with a one item agenda on Monday 19th December at 10.00am to discuss the Student Building.

GB 0010.12 Policies

GB 0010.12.1 Policy on the Formulation of Policies

Decision: The policy on the formulation of policies was approved on the proposal of OM and seconded by CK.

GB 0010.12.2 Fixed Asset Policy

Decision: The Fixed Asset Policy was approved on the proposal of OM and seconded by GR.

GB 0010.12.3 HR Policy to Support Research Achievement

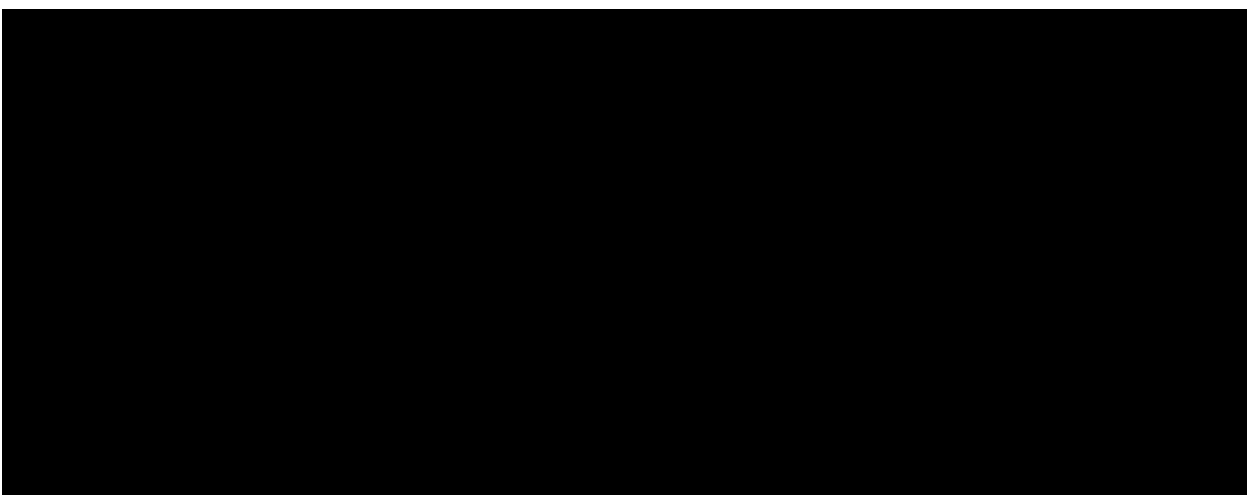
This item was deferred.

GB 0010.13 Proposed Sponsorship of Galway GAA

This item was deferred.

GB 0010.14 HR Matters

GB 0010.14.1 Staff Appointments



GB 0010.15 AOB

On the proposal of the Chair, MMcN, Anne McHugh (AMcH) was nominated as Vice Chair of the Governing Body. This was seconded by the President, OF.

A revised schedule of meeting dates and locations was circulated at the meeting. This schedule was approved unanimously. Location of the meetings to be discussed in further detail in 2023.

Signed: 
Chairperson

Date: 27th March 2023