



Ollscoil
Teicneolaíochta
an Atlantaigh

Atlantic
Technological
University

**Minutes of the third ATU Governing Body Meeting
Held on Monday 9th May AT 11AM
ATU Galway City Boardroom and MS Teams**

Present:

Maura McNally (Chairperson)- in person	MMcN
Dr Orla Flynn- in person	OF
Felim McNeela- in person	FMN
Oonagh Monahan	OM

Apologies:

Anne McHugh

In attendance:

Jim Fennell (ATU Secretary) – in person	JF
Fiona Faherty (Recording Secretary) – in person	

Observers:

Hugh McBride (TUI) – video conference	HMcB
Ursula Cox (Forsa) – video conference	UC
Daire Martin – SU Sligo - video conference	DM
Edward Grant – SU Letterkenny – video conference	EG
Colin Kearney – SU Galway-Mayo – in person	CK
Ricarda Bolle – SU Galway-Mayo – in person	RB
Henry McGarvey (VPFCS Donegal (LYIT)) – in person agenda item 5	HMCG
Elizabeth McCabe (VPFCS Sligo (ITS)) – in person agenda item 5	EMcC
Prof Jacqueline McCormack (VP EDI and OD Sligo) – in person agenda item 7	JMc
Dr Billy Bennett (VPAAR Donegal) – in person agenda item 9	BB
Dr Brendan McCormack (Head of College Sligo) – in person agenda item 9	BMcC

The Chairperson welcomed members to the third meeting of the Atlantic Technological University (ATU) Governing Body and introduced the new attendees at this meeting.

GB 003.01 Conflicts of Interest

There were no conflicts of interest declared at this meeting.

GB 003.02 Minutes of the meeting of 13th April 2022

The minutes of the meeting of the 13th of April were reviewed by the members.

Item GB002.09 'Regulations for the conduct of the election of staff members to the Governing Body', OM noted her support in principle at the last meeting for the Non-Academic Staff to have greater representation on the Governing Body. The Chair requested that this be noted, however, it was not a matter for the Governing Body as it is a provision in the TU Act 2018.

GB 002.11.2 'Appointment of members', The Chair noted that all committees are interim until the full Governing Body Board is established. Regarding the ARC membership, page 6, the word 'interim' would be inserted in the decision paragraph before the word membership,

'Decision: The 6 people proposed for interim membership of the Audit and Risk Committee – Mary Bohan, Paraic Casey, Philip Maguire, Anne McHugh, Mary McGinley and David Leahy were appointed to ARC with Anne McHugh appointed as the interim Chair of ARC.'

Decision: The minutes were approved, subject to the above changes. Proposed OM seconded FMN.

GB 003.03 Matters arising

There were no matters arising.

GB 003.04 President's Update and Presentation

The President presented on the key activities that are currently underway in the University and highlighted some of the focus areas for the next 6 months. Areas currently underway include a focus on the economic and employment profile of the region, direct engagements with key bodies, discussions around the National Recovery and Resilience Plan under THEA and building of external partnerships.

The President highlighted focus areas for the next 6 months.

Internally: strategic planning, faculty representation on UPT, ongoing work on interim faculty formation, ongoing consultation on formation of Academic Council, IR engagement, focus on communications and academic quality assurance.

Externally: Strengthen research capacity, internationalisation, alumni, ATU and ETBs in the West and Northwest Region, continued engagement with key bodies regionally and nationally, communication.

FMN suggested that the President include the Western Development Commission in external partnership relationship building. The President indicated that there is already strong engagement with the Western Development Commission.

OM offered to facilitate an introduction to contacts in Intertrade Ireland.

GB 003.4.1 Sub Delegation Resolution

The functions delegated to the President are delegated on the basis that the Governing Body consents to the sub delegation by the President in writing, of those functions and the other statutory functions of the President, to Dr Brendan McCormack and Mr Paul Hannigan but noting that the President shall remain accountable to the Governing Body for the performance of functions so delegated by the President.

The members voted unanimously for the adoption of the above request from the President.

Decision: The request for sub delegation was approved

GB 003.05 Finance and Corporate Services

GB 003.5.1 Functional Presentation

The members were joined by the three VPFCs – Mr Jim Fennell, GMT, Ms Elizabeth McCabe, ITS, and Mr Henry McGarvey, LYIT. The VPFCs gave a presentation detailing the activities across the University covered by their function, Corporate Governance, HR, Finance, Building & Estates, and IT, and how they were collaborating in delivering their services. The presentation also covered their proposal to structure their function and activities in the interim.

A discussion took place following the presentation which included the following topics:

Financial surplus in Donegal: While student numbers and springboard attributed to the positive surplus HMcG pointed out that there has been no investment on campus infrastructure for some years. The meeting noted that all campuses require investment. Galway Campus: JF noted that rental of space will be required to alleviate the overcrowding issue on the Galway City Campus.

Student accommodation remains a national crisis and this continues to impact on students. HMcB asked if a cap on student numbers would be required to alleviate overcrowding, until space and facilities are addressed. JF noted the challenges in applying for funding and the University would have to demonstrate the need for additional buildings which would include an increase in student numbers. St Angela's: OM queried how St Angela's would align to the University. EMcC confirmed that it will be fully integrated into the University.

FMcN queried the scope for growth in student numbers on the Killybegs Campus. The President advised that there has been a national decline in demand for tourism and hospitality-related programmes, and that a focused strategy needs to be developed to address this challenge. However, there should be potential for engineering-related developments in Killybegs, to support the nature of the industry in that part of the region.

GB 003.5.2 Budgets 2022

The Budgets for 2022 were circulated for noting.

GB 003.06 Adoption of ATU Policies

GB 003.06.1 IT Policies

GB 002.06.1.1 Acceptable Usage Policy

It was agreed to consider including a provision regarding Academic Integrity when the policy is next to be reviewed. Following a query from OM the President advised that currently there is one policy in each TU where staff seek permission to engage in external work. These policies will be reviewed and one ATU policy will be put in place.

The proposed Acceptable Usage Policy was put to the members who voted unanimously for its adoption.

Decision: The policy was approved.

GB 003.06.1.2 Information Security Policy

The Chair asked what, if any, bench marking was carried out when developing this policy and whether contact made with the Department of Health. JF noted the comment and will relay this back to the IT Manager and will revert with what lessons were learned from the HSE and NUIG experiences. He advised that HEAnet provides Irelands national education and research network for the sector and the ATU avails of this.

FMcN asked if the University had a data protection security manager in place. JF informed the meeting that the IT Managers have shared the work across services and workload and one person has been identified to lead out on IT security. The proposed Information Security Policy was put to the members who voted unanimously for its adoption.

Decision: The policy was approved.

GB 003.07 EDI Subcommittee

GB 003.07.1 Presentation on proposed composition and plan for EDI Subcommittee

The meeting was joined by the VP for Equality, Diversity & Inclusion, and Online Development (VP EDI and OD) Sligo, Prof Jacqueline McCormack who presented on the proposed composition and plan for the EDI Subcommittee.

Discussion took place on the current staffing arrangements and the staffing requirements for EDI across the University, this area requires review. JMcC noted the significant collaboration in areas related to EDI that has already been happening across ATU colleges for the past couple of years.

The meeting noted that the Governing Body had already established a Terms of Reference for the Governing Body EDI Subcommittee. Pending the appointment of the full complement of Governing Body members, the meeting agreed an interim membership of the EDI Subcommittee as follows:

- Chair
- President or nominee
- VP EDI And Online Development
- EDI Managers x 3
- Internal staff members from previous EDI Committees x 3
- External expert members from previous EDI Committees x 3
- Student representative
- (With due regard given to gender and other representation)

The Chair confirmed her intention to Chair this subcommittee and the President confirmed her intention to be a member also.

UC asked how the staff representatives would be selected for membership. JMcC advised the members would comprise of staff members from the previous EDI Subcommittees in each IoT on this interim duration.

DM asked if there was any scope to increase the number of student representatives on the subcommittee. JMcC proposed an amendment to one male and one female student representatives. The Chair welcomed the increase in student membership.

The above amended interim membership of the EDI Subcommittee, to include one male and one female student representative, was put to the members who voted unanimously for its adoption. The EDI Terms of Reference will therefore be amended accordingly to include the amended membership.

Decision: Interim EDI Subcommittee, with the above amendment was approved.

It was agreed that training will be provided to the Governing Body members when the full board is established. September was suggested for arrangements to be made for this.

GB 003.08 Procedure for Appointment of External Members to GB

This item was deferred to the next meeting and that the Governing Body members will discuss the matter at the end of Governing Body meeting.

GB 003.09 St Angela's College Sligo (STACS)

GB 003.09.1 Proposed Integration of STACS with ATU

Dr Brendan McCormack and Dr Billy Bennet joined the meeting. They advised the members of the background on the proposed merge of STACs with ATU and sought approval from the Governing Body as follows:

- 1) Approve the request made by Chair of the Board of Directors of St Angela's College that a joint application under amended TU Act 2018 be made (Letter dated 7th April 2022).
- 2) Propose the content of a joint letter to be submitted to the Dept notify them that it is the intention to make an application amended TU Act 2018 (to be agreed with the Board of STACS).

- 3) Approve that work is undertaken to prepare the application, which will (in brief): demonstrate the capability of the entity (jointly) to perform the functions of a TU demonstrate plans for managing academic, financial, and administrative matters. include details of staff, student cohorts, assets, and liabilities of STACS that are being transferred to the applicant TU.

The timeline was outlined as follows:

- 9th May Approval to proceed with making a submission
- 13th May Joint letter sent to D/FHERIS
- 27th May Submission for Incorporation to send to D/FHERIS
- TBC Report of international Panel to Minister
- TBC Informal response from the Minister

The proposal was welcomed by the members. The President assured the Board that this process is a culmination of significant strategic alignment and dialogue over the past number of years.

OM noted her support for the proposed integration of STACS with the ATU.

The Chair, noting the tight timeline, asked that 3 copies of the proposed letter be sent to her, and she will sign all three copies and circulate to all required.

Decision: The proposal as outlined above was put to the members who voted unanimously in favour.

GB 003.09.2 Establish STACs as a linked provider for academic programmes

Governing Body are being requested to give conditional approval (approval in principle) to St Angela's College Sligo becoming a linked provider of the ATU in the period from September 1st, 2022, to date of integration. That is, that ATU becomes the awarding body for St. Angela's College Sligo pending the integration, after which time this provision will no longer be necessary.

BB explained what a linked provider is and why it is necessary for ATU to establish St Angela's College Sligo as a linked provider pending the date of integration. The delay in the revisions to the HEA bill have altered the expected integration timelines and there is a possibility that integration will not have occurred by September 1st and St Angela's College Sligo would otherwise have no awarding body. Making St Angela's College Sligo a linked provider of the ATU will address this issue.

The President acknowledged the amount of work involved and thanked all who have worked on this.

Decision: The above request was put to the members who voted unanimously in favour.

GB 003.10 Establishment of Academic Council

The three legacy Academic Councils had been reconstituted as Academic Quality Committees. The President noted the preference that the full complement of Governing Body membership be established before bringing a proposed Academic Council structure and composition to the Board for approval.

The President proposed that an initial Academic Council be formed which would comprise the three Academic Quality Committees currently in operation and which would limit the exercise of its functions to the continuity of the Academic Quality Framework which was outlined by BB as follows:

1. Approval of Exam Results
2. Approval of New Programmes current underway
3. Programmatic Reviews already underway

Decision: The proposal as outlined above was put to the members who voted unanimously in favour.

GB 003.11 Finance Subcommittee (FSC)

GB 003.11.1 Approval of Terms of Reference

The proposed Terms of Reference for the Finance Subcommittee was put to the members who voted unanimously for its adoption.

Decision: The TOR was approved.

GB 003.11.2 Appointment of Members to FSC

It was agreed to defer the appointment of members to the FSC until September.

Decision: Deferred until September.

GB 003.12 Schedule of Student Fees 2021/2022

The Schedule of Student Fees 2021/2022 was put to the members who voted unanimously for its adoption.

Decision: The Schedule of Student Fees 2021/2022 was approved

OM noted that in the LYIT document, LYIT was mentioned throughout the document in 21 places. Documents from GMIT and ITS did not contain similar wording, it was agreed to amend the wording in the LYIT document.

GB 003.13 Approval of Contract for Capital Expenditure on Energy Efficiency and Decarbonisation Pathfinder Programme.

Henry McGarvey sought approval for the above contract. He outlined that the tender evaluation process has concluded and the report by Mulcahy McDonagh & Partners recommends that subject to standard pre-contract due diligence, a contract be awarded to Terence Ponsonby Limited on the basis that they submitted the most economically advantageous tender. The proposed contract sum is €3,531,854.77.

Approval of the Project Implementation Board was given to proceed to award a contract to the successful tenderer.

It is proposed to seek formal Decision Gate 3 approval from HEA to proceed to contract in of accordance with Public Spending Code following receipt of GB approval.

Contractor: Terence Ponsonby Limited
Contract Sum: €3,531,854.77 excl. VAT.

The Approval of Contact as outlined above was put to the members who voted unanimously for its adoption.

Decision: The Contract for Capital Expenditure on Energy Efficiency and Decarbonisation Pathfinder Programme was approved

GB 003.14 Schedule of Meetings 2022/23

Following discussion, it was agreed to hold the next meeting of 13th June in the Mayo Campus.

Decision: The schedule of meetings for 2022/2023 was approved subject to the meeting for July. Members are to review their diaries and advise of suitable dates for July.

GB 003.15 AOB

At the request of the Chair this agenda item proceeded without attendees or observers present.

Present:

Maura McNally (Chairperson) – in person	MMcN
Dr Orla Flynn – in person	OF
Felim McNeela – in person	FMN
Oonagh Monahan – in person	OM

The meeting discussed the process for the appointment of the external members of the Governing Body under Section 12(1)(h) TU Act 2018 which requires:
“at least 3 but not more than 8 external members, at least one of whom has expertise in standards and practice in higher education outside the State, nominated by a committee of the governing body comprising the chairperson and 2 other external members of the governing body formed for that purpose,”

The meeting also noted Section 12(4) TU Act 2018 which requires:
“Before appointing members under subsection 12(1)(h) or (2)(h) the governing body shall agree with An tUadaras the competencies required of such members relating to areas such as business, enterprise, finance, law, corporate governance, human resources, community organisation or other areas relevant to the functions of the technological university.”

The meeting, mindful of the extent of the region which the ATU serves, noted the importance of nominating members from across the region.

The meeting also noted Section 12(5) TU Act which requires:

(5)(a) "The governing body shall, for the purposes of this section, make regulations of a technological university relating to conduct of elections, seeking nominations for appointment and appointment of members of the governing body."

(5)(b) "In making regulations of a technological university under paragraph (a) the technological university shall have regard to the objective that at least 40 per cent of members of the governing body shall be women and at least 40 per cent shall be men."

The Chair proposed the establishment of the Governing Body Nominations Subcommittee in accordance with the TU Act 2018 comprising the Chair, Mr Felim McNeela, Ms Oonagh Monahan and Ms Ann McHugh. Dr Flynn to act as secretary.

Decision: The meeting agreed the establishment of the Governing Body Nominations Subcommittee as proposed by the Chair.


Chairperson

26/9/22

Date