

Technological University Dublin 1st Governing Body

MINUTES

<u>MEETING 7/1</u>	Wednesday, 22 nd May 2019, (08.00), TU Dublin – City Campus, Rathdown House, RD006
<u>PRESENT:</u>	Professor T Collins (Chair), Professor D FitzPatrick (President), Ms D Blanckensee, Dr M Carr, Dr C Fisher, Ms A Keatinge, Mr P Lavelle
<u>APOLOGIES:</u>	Ms I Reynolds (Deputy Chair)
<u>IN ATTENDANCE:</u>	Dr M Meaney (Lead, TU Dublin Programme Team), Mr D Murphy (University Secretary)
<u>INVITED:</u>	<i>Minute Item [07.01/08(1)(a) and (b)]</i> Mr P Bowler (Chair, Governing Body Audit and Risk Committee)
<u>SECRETARIAT:</u>	Ms Y Cooke (TU Dublin Programme Team)

DOCUMENTATION:**Circulated prior to meeting**

1. Agenda – Governing Body Meeting 7 (22nd May 2019)
2. Draft Minutes – Governing Body Meeting 5 (10th April 2019)
3. Draft Minutes – Governing Body Meeting 6 (11th April 2019)
4. Draft Terms of Reference – Governing Body Audit and Risk Committee (17th May 2019)
5. Approved Minutes – Governing Body Audit and Risk Committee Meeting 1 (8th March 2019)
6. Approved Minutes – Former ITB Governing Body ARC Meeting (23rd November 2018)
7. Approved Minutes – Former ITT Governing Body ARC Meeting (4th December 2018)
8. Approved Minutes – Former DIT Governing Body ARC Meeting (28th November 2018)
9. Approved Minutes – Former DIT Governing Body ARC Meeting (5th December 2018)
10. Discussion Paper – Composition of TU Dublin Academic Council
11. HEA Landscape Call 2019 – TU Dublin Submission
12. 2019 Budget Template TU Dublin HEA Submission
- 12a 2019 Budget Template Supplemental Document – Page 5 TU Dublin
- 12b 2019 Budget Template Supplemental Document – Page 11 TU Dublin
- 12c 2019 Budget Template Supplemental Document – Page 12 TU Dublin
13. Memorandum and L1 Form (Authority to Bind) – Provision of Wired Network Equipment and Associated Services (Grangegorman Campus)
14. Memorandum – Sealed Documentation (Period 1st January – 16th April 2019)


Presented at the meeting

1. Document – Safe, Respectful, Supportive and Positive – Ending Sexual Violence and Harassment in Higher Education Institutions

REF	ITEM	DECISION
07.01/01	APOLOGIES	
	The Chair noted apologies for this meeting.	NOTED
07.01/02	PROPOSED MEETING AGENDA	
	The Agenda for the meeting, as had been circulated, was approved and adopted.	APPROVED Proposed: C Fisher Seconded: P Lavelle
07.01/03	DECLARATION OF CONFLICT OF INTEREST	
	The Chair noted there were no conflicts of interest declared by members present.	NOTED

REF	ITEM	DECISION
07.01/04	APPROVAL OF MINUTES	
	<p>i) Draft Minutes – 5th Governing Body Meeting (10th April 2019) The draft Minutes of the fifth meeting of the Governing Body held on 10th April 2019 were approved</p> <p>ii) Draft Minutes – 6th Governing Body Meeting (11th April 2019) The draft Minutes of the sixth meeting of the Governing Body held on 11th April 2019 were approved</p> <p>iii) Publication of Approved Governing Body Minutes The Governing Body approved the proposal to publish approved Governing Body Minutes on the TU Dublin Governing Body website subject to the redaction of personal and commercially sensitive information and matters which are still under consideration at the time of publication.</p>	<p>APPROVED Proposed: C Fisher Seconded: P Lavelle</p> <p>APPROVED Proposed: C Fisher Seconded: P Lavelle</p> <p>APPROVED Proposed: C Fisher Seconded: P Lavelle</p>
07.01/05	MATTERS ARISING	
	<p>1. The Chair informed Governing Body that he would formally step down as Chair of Governing Body from 30th June 2019, attending his final meeting on 26th June 2019.</p> <p>2. The Minute Item [05.01/05(d)] arising from the fifth meeting of the Governing Body held on 10th April 2019, was clarified further in relation to the tenure of office for Governing Body members appointed or elected under <i>Section 55</i> as follows;</p> <p>a) Term of Office</p> <p>i) The term of office of a member of the Governing Body, other than the President, shall be two years pursuant to <i>Section 55(5)(a)</i> and (b).</p> <p>ii) The Governing Body agreed the term of office of the current staff representative members, should they be successful in the forthcoming staff elections, would be deemed to be a continuation of their first term. There would be a residue of eighteen months remaining of this term, taking their first six months of office as Phase 1 of the two Phase election process prescribed in the document "<i>Membership of 1st Technological University Dublin Governing Body – Elections and Making Appointments for Academic, Non-Academic and Student Representatives</i>", approved by Governing Body at their first meeting on 1st January 2019.</p> <p>iii) Appointment as a member of the Governing Body of a person who is a student shall not affect the operation of <i>Section 12(3)b</i> in relation to that member.</p> <p>b) Number of Terms of Office – Members Appointed or Elected under Section 55 or Section 12 A member of the Governing Body, other than the President, may not serve more than two consecutive terms of office pursuant to <i>Section (12)(3)(a)</i>.</p>	<p>NOTED</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED</p>
07.01/06	STRATEGIC PLAN UPDATE	
	<p>The President updated Governing Body on current progress in relation to the Strategic Plan, informing members that following completion of a procurement process to appoint an external facilitator, ██████████ MCCC had been contracted to support the internal engagement process. A number of staff consultative workshops had taken place with further workshops planned with different forms of communication being considered to facilitate as much staff participation as possible.</p> <p>As part of the workshops, participants examined the 17 United Nations Sustainable Development Goals, as these themes are relevant to the TU Dublin strategic objectives. The initial feedback was positive, with strong engagement and representation from across the different disciplines and functions. It was noted this was the first step of the consultation process and engagement with student leaders and external TU Dublin partners would commence shortly.</p>	<p>NOTED</p> <p>NOTED</p>

REF	ITEM	DECISION
07.01/07	COMMITTEES AND REPORTS	
	<p>c) Academic Council</p> <p>i) Discussion Paper – Composition of TU Dublin Academic Council 2019/2020 The President briefed Governing Body on the proposed composition for the TU Dublin Academic Council and the consultation process. This discussion paper contained guiding principles for the formation of the Academic Council, together with proposed regulations and constituencies.</p> <p>Following discussion the Governing Body adopted the “<i>Discussion Paper – Composition of TU Dublin Academic Council 2019/2020</i>”.</p>	<p>NOTED</p> <p>APPROVED Proposed: P Lavelle Seconded: C Fisher</p>
	<p>d) Nominations Committee</p> <p>i) Governing Body Election Regulations – Staff Representatives The Governing Body noted a number of staff members had been validly nominated for each Electoral Panel A, B, C and D. Elections for Electoral Panels A and B would take place on Thursday 30th May 2019 followed by the count and results on 31st May 2019. Elections for Panel C and D are scheduled to take place on 17th June 2019 followed by the count and results on 18th June 2019.</p>	NOTED
	<p>ii) External Governing Body Members The Governing Body noted 69 Expressions of Interest had been received. The Nominations Committee had commenced the evaluation process to consider and assess these expressions of interest having regard to the selection criteria, gender balance and a desire for broader diversity, with an objective to present a recommended shortlist of suitable candidates for appointment by Governing Body at their meeting on 26th June 2019.</p>	NOTED
	<p>e) Management Co-Ordinating & Advisory Group (MCAG) Update The Governing Body noted the MCAG has been established and is operational with its first meeting having taken place on 15th April 2019.</p>	NOTED
	<p>f) Establishment Programme Board The Governing Body noted the process to establish this Board has not been implemented.</p>	NOTED
	2. REPORTS	
	<p>a) Financial Update</p> <p>i) HEA Landscape Call 2019 – TU Dublin Submission. The Governing Body noted the TU Dublin Submission in response to the HEA Landscape Call 2019.</p>	NOTED
	<p>ii) The meeting noted the 2019 Budget Template TU Dublin HEA Submission documents circulated. A number of items were highlighted including the significant surplus shown in the 2018 Outturn and draft accounts which reflected a once-off surplus on the sale of the Cathal Brugha Street property. It was also noted that the operational surplus was approximately 1% of total income, the conservative assumptions made regarding student growth with no increase assumed from the University designation and the operational budgets reflected an “as is” operation.</p> <p>The meeting noted the cost savings and introduction of the unitary charge for the two new buildings in Grangegorman are being evaluated for future presentation</p>	<p>NOTED</p> <p>NOTED</p>
	<p>iii) Memorandum and Authority to Bind Form (Provision of Wired Network Equipment and Associated Services for the new Grangegorman Campus) Governing Body approved the recommendation for TU Dublin – City Campus to enter into the Agreement with Vodafone Ireland for the supply of Wired Network Equipment and Associated Services and authorised the Chair to sign the TU Dublin – City Campus University Authority to Bind documentation.</p>	<p>APPROVED Proposed: C Fisher Seconded: P Lavelle</p>

REF	ITEM	DECISION
07.01/07	COMMITTEES AND REPORTS	
	<p>b) Property Update</p> <p>i) Sale of Kevin Street Property Governing Body noted the sale of Kevin Street property was currently awaiting the required Ministerial consents.</p> <p>Governing Body was informed that the Charities Regulatory Authority in considering the TU Dublin Application for Charitable status had raised a legislative conflict between the TU Act 2018 and the implementation of the Charities Act 2009. While awaiting the final decision in relation to this issue, the University continued to proceed with the sale process of the Kevin Street and Sackville Place properties. It is envisaged that the Capital Gains Tax Charity issue will be resolved to allow these sales to complete.</p> <p>ii) Proposal on relocation of TU Dublin Aviation Technology Centre (ATC) Governing Body were informed that following further discussions with the landlord in relation to the proposed relocation for the ATC, it was agreed not to proceed further with this option due to a number of factors including length of lease and severe penalty implications for a five year lease exit. The meeting was advised that the ATC would remain in their current location with additional space now available immediately adjacent to their location with the financial costs significantly less than the original proposal.</p> <p>iii) Provision of Guest Accommodation and Presidential Facilities Governing Body agreed that a proposal be presented to the next meeting of Governing Body by the Director of Corporate Services and the Director of Student Development.</p> <p>c) Seal Register Update</p> <p>i) Register of Sealings The Memorandum detailing the sealed documents (<i>Period 1st January – 16th April 2019</i>) was noted.</p>	<p>NOTED</p> <p>NOTED</p> <p>NOTED</p> <p>DIRECTOR OF CORPORATE SERVICES AND DIRECTOR OF STUDENT DEVELOPMENT</p> <p>NOTED</p>
07.01/08	ANY OTHER BUSINESS	
	<p>i) Safe, Respectful, Supportive and Positive – Ending Sexual Violence and Harassment in Higher Education Institutions Document Governing Body agreed that the document entitled “Safe, Respectful, Supportive and Positive – Ending Sexual Violence and Harassment in Higher Education Institutions Document” be circulated to the full Governing Body and put on the Agenda for the meeting scheduled on 17th July 2019.</p> <p>Governing Body noted that there was a requirement to report on this matter to the HEA on annual basis.</p>	<p>AGREED</p> <p>NOTED</p>
07.01/09	SCHEDULE OF MEETINGS	
	<p>i) Next Meeting The next meeting is scheduled for Wednesday 26th June 2019 at 8.00am in TU Dublin, City Campus, Grangegorman.</p> <p>SIGNED  Professor Tom Collins CHAIR</p> <p>DATE: 26th JUNE 2019</p>	<p>NOTED</p>