

**MINUTES OF MEETING OF THE GOVERNING BODY**

**HELD ON TUESDAY 11 JUNE 2024 @ 10:00**

**BOARDROOM, T.K. WHITAKER BUILDING & MS TEAMS**

**Present in the Boardroom**

Prof. Thomas (Tom) Collins	Chair
Dr. Diarmuid O'Callaghan	President
Ms. Ann Marie Lacey	
Ms. Antoinette Rourke	left at 11:42
Ms. Ciara O'Shea	
Mr. Eoin Clarke	joined at 10:05
Mr. Fergus Grimes	
Dr. Fiona Lawless	
Ms. Holly Lambe-Sally	
Mr. Mark Lee	joined at 10:05
Mr. Patrick W. Malone	
Mr. Richard Hanlon	
Mr. Patrick McCormick	

**Online via TEAMS:**

Ms. Anna Shakespeare	joined at 10:05
Mr. Bill Sweeney	joined at 10:06

**Apologies:**

Dr. Jennifer Brennan

**In attendance for all agenda items:**

Mr. Hugh Nolan	Secretary to the Governing Body / Vice President for Finance Resources & Diversity (VP FRD).
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**In attendance for all agenda item 4 online via TEAMS:**

Dr. Sheila Flanagan	Vice President for Academic Affairs & Registrar joined at 10:31 and left at 11:13
Dr. Tim McCormac	Head of Research & Graduate Studies joined at 1031 and left at 11:13
Ms. Irene McCausland	Vice President of Strategic Planning, Communications and Development joined at 11:27 and left at 12:06

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The meeting commenced at 10:02.

The Chair congratulated Holly Lambe Sally on her election to Student Union President.

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**Declarations of Interest**

None

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**G.314.1 Minutes Draft Minutes of Meeting G313 held on April 2024**

The Draft Minutes of Meeting G313 dated 30 April were approved subject to minor edits.

**Proposed by: Mr. Patrick Malone**

**Seconded by: Ms. Anne Marie Lacey**

The Chair referenced discussions held at the above meeting without the Executive present. He wished to acknowledge the engagement and leadership shown by the Executive Board. This was commended during discussions without the Executive present.

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**G.314.2 Matters Arising**

None

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**G.314.3 President's Report & Personnel Report (tabled at meeting)**

The President walked members through the President's Report, drawing attention to the most pertinent aspects.

Recent progression and appointments were noted.

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**G.314.4 Research**

Dr. Sheila Flanagan and Dr. Tim McCormac joined the meeting at 10:31.

Dr. Tim McCormac, Head of Research & Graduate Studies, provided an overview of research activities across the Institute.

Numerous members congratulated Dr. McCormac acknowledging the scale and depth of research across the Institute. Ms. Anna Shakespeare queried research ethics and associated governance to which Dr. McCormac provided an overview of current controls.

After a detailed discussion the Chair referred to the historical origins of the Institute to now being a vibrant and diverse element of the Institutes activities.

Dr. Sheila Flanagan spoke to the importance of creating a pipeline of future research leaders and the Chair requested this be presented to the Governing body in line with a schedule laid out with the President.

Dr. Sheila Flanagan and Dr. Tim McCormac left the meeting at 11:13.

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**G.314.5 Finance Committee**

Minutes of Meeting F001 dated 12 March 2024

The Finance Committee Minutes of Meeting F001 dated 12 March 2024 were noted.

The Finance Committee Chair provided a verbal update of the main points arising from a meeting on 7 June 2024.

Draft Financial Statement for the year ended 31 August 2023

The VP FRD provided a verbal overview of the financial statements.

The Governing Body approved the draft financial statements.

**Proposed by: Ms. Ann Marie Lacey**

**Seconded by: Mr. Richard Hanlon**

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**G.314.6 Academic Council**

The Secretary apologised to members for the delay on these being published on QM and advised members their packs would be updated immediately.

Minutes of Meeting 191 dated 23 February 2024

The Minutes dated 23 April 2024 were noted.

Minutes of Meeting 192 dated 26 April 2024

The Minutes dated 26 April 2024 were noted.

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**G.314.7 Land & Buildings Committee**

Minutes of Meeting L&B34 dated 9 April 2024

The Minutes of Meeting L&B 34 dated 9 April 2024 were noted.

The Land & Building Chair provided a verbal update of the main points arising from a meeting on 10 June 2024.

Decision Gate 2 re South Building Roof with M&E upgrade and Lab Refurbishments

The VP SCD provided a detailed overview of the Decision Gate 2 documentation with reference to the Infrastructure Guidelines and the Capital Works Management Framework.

The Governing Body approved the Decision Gate 2 re South Building Roof with M&E upgrade and Lab Refurbishments report, in line with the recommendation from Land & Buildings Committee and the Executive Board.

**Proposed by: Mr. Paddy Malone**

**Seconded by: Mr. Pat McCormick**

Quarterly Progress Report Q2 2024

The Governing Body noted the report.

Property Matter

The Secretary requested members to declare an actual or perceived conflict of interest on this land disposal. No member declared any such interest.

An ongoing property matter was discussed.

The Governing Body agreed to proceed with the disposal of the property as outlined in various circulars.

**Proposed by: Ms. Ciara O'Shea**

**Seconded by: Mr. Paddy Malone**

Property Matter Louth County Council NTA Project - Dundalk Active Travel - Inner Relief Road

The VP SCD provided an overview of a proposed establishment of both cycle and pedestrian routes on the inner relief road.

Numerous members spoke to the alignment of these actions by Louth County Council to their sustainability and climate action agenda.

The Governing Body approved proposal from Louth County Council in line with recommendation from Land & Building Committee.

**Proposed by: Mr. Pat McCormick**

**Seconded by: Mr. Richard Hanlon**

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**G.314.8 Seal**

The President advised the seal was not used.

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**G.314.9 Governing Body Membership**

The Secretary advised the Governing Body he had sought nominations, aligned to the outcome of the election process, from the Students Union. The Secretary advised that these nominations were sought in line with the approved procedure for the appointment of a Governing Body (as approved by previous Governing Body).

The following is a schedule of appointments to the Governing Body:

Ms. Holly Lambe	12 months ended 30 June 2025
Ms. Tobi Bewajii	12 months ended 30 June 2025
Mr. Gerard O'Brien	12 months ended 30 June 2025

Each of the above members would also be members of the subcommittees of Governing Body in line with the role they were elected to and that previously held by the outgoing student members.

The Governing Body approved the above appointments and membership of subcommittees.

**Proposed by: Mr. Paddy Malone**

**Seconded by: Ms. Anna Shakespeare**

The Chair thanked Mr Eoin Clarke and Mr Mark Lee (as outgoing members) for their time on Governing Body. Numerous members concurred and wished both well on their future endeavours.

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**AOB**

Due to a national N-TUTORR event the Secretary asked members to kindly note a change of date for the Governing Body meeting in November. The meeting will now be held on Monday 25 November 2024.

**Bereavements**

Recent bereavements noted and a minute's silence was held.

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The meeting ended at 12:06.

**Prof. Thomas Collins**  
**Chair of the Governing Body**