

**MINUTES OF MEETING OF THE GOVERNING BODY**

**HELD ON TUESDAY 26 JULY 2022 AT 10.00 A.M.**

**Via ZOOM**

**PRESENT VIA ZOOM EXTERNALLY**

Mr. Patrick W. Malone, Chairman  
Ms. Aprilanna Barker  
Dr. Thomas Dooley  
Ms. Amanda-Jane Gainford  
Mr. Fergus Grimes  
Dr. Fiona Lawless  
Ms. Brenda McGeeney  
Mr. Aidan McKenna  
Ms. Isabell Murphy  
Cllr. Damien O'Reilly  
Ms. Sadie Ward McDermott

**APOLOGIES**

Cllr. Clifford Kelly  
Ms. Anna Shakespeare  
Mr. Bill Sweeney  
Dr. Sheila Flanagan, VP for Academic Affairs & Registrar

**PRESENT VIA ZOOM IN THE BOARDROOM**

Michael Mulvey, Ph.D President  
Cllr. Nick Killian

**IN ATTENDANCE VIA ZOOM IN THE BOARDROOM**

Ms. Irene McCausland, VP of Strategic Planning, Communications & Development  
Ms. Lynda McQuaid, Marketing & Communications Manager joined the meeting at 10.00 a.m. for Agenda Item 6 and left at 12.05.

**IN ATTENDANCE VIA ZOOM**

Mr. Hugh Nolan, Vice President Finance, Resource and Diversity/ Secretary to Governing Body  
Dr. Ruaidhri Neavyn, HEA Advisor joined the meeting at 11.07 a.m. and left at 11.48 a.m.

**The meeting commenced at 10.06 a.m.**

**Declarations of Interest**

Dr. Tom Dooley noted his involvement in the TUI correspondence regarding an industrial relations process (included in Matters Arising).

The President requested that agenda item 6 was brought forward. The Chair agreed and informed Governing Body that Dr. Ruaidhri Neavyn, HEA would join the meeting earlier at 11.00 a.m. This therefore results in agenda item 7 would be brought forward also.

The Chair congratulated Nick Killian on his appointment as Chairman of Meath County Council and on behalf of Governing Body wished him success in his new role.

**G.297.1 M.296 Minutes of the Meeting of 28 June 2022**

The minutes of the Governing Body of the 28 June 2022 were approved subject to the Chair requesting a minor adjustment to the minutes.

**Proposed by: Ms. Brenda McGeeney**  
**Seconded by: Ms. Sadie Ward McDermott**

**G.297.2 Matters Arising**

**G.296.6 Child Protection Policy**

The Chair advised the Governing Body this policy has been developed by an Institute wide panel with various expertise.

**Proposed by: Dr. Tom Dooley**  
**Seconded by: Ms. Sadie Ward McDermott**

**Correspondence re Leadership**

The President advised members of an outstanding piece of correspondence in relation to a report provided to Governing Body in April on a TUI industrial relations matter. Dr Tom Dooley had requested, at the time, for the now enclosed correspondence in member's packs, be circulated to the Governing Body.

**G.297.3 Correspondence**

None.

**G.297.6 Student Recruitment – CAO Data  
Presentation by Vice President for Finance, Resources & Diversity**

The presentation was shared on screen.

The President and the Marketing Communications Manager presented Student Recruitment – CAO Data. The VP FRD also provide commentary.

- Progression rates amongst returning students across all programmes was raised by the President;
- Discussion ensued on the various support for students however it was noted this was a sectoral trend and predominately to the COVID-19 pandemic.

- Various digital campaigns currently underway were discussed in detail with numerous members wishing to acknowledge the work and engagement of the Marketing & Communications Team.
- Mr. Aidan McKenna requested an update on the engagement of external expertise to assist the School of Business and Humanities. The President advised of the work completed to date and it was agreed for Dr. Patricia Moriarty, Head of School of Business & Humanities, to be invited to an upcoming meeting to provide a presentation on the progress to date.
- The President wished to thank colleagues for their assistance on this presentation and is happy to address any follow up queries.
- The Chair requested the presentation is circulated to Governing Body.

**G.297.7                    Governing Body Strategy (TU) Project Governance and Oversight Committee  
Verbal update of Meeting dated 22 July 2022**

- Dr. Tom Dooley provided a verbal update on the above meeting. A subsequent meeting is planned for Thursday 28 July as it was felt members may have needed time to reflect on their meeting of 22 July.
- Dr. Ruaidhri Neavyn provided an update, based on a subsequent conversation, on the input of members at that meeting.
- Q&A session followed with members expressing the need for clarity and for a realigned strategy to be developed. All members agreed time is of the essence.
- The Chair thanked Dr. Neavyn for his assistance to date and subsequently to the subcommittee for their inputs today.

**G.297.4.1                Personnel Report**

Recent appointments were noted by the Governing Body.

**G.297.5                    Finance & Audit Risk Committee (FAR)**

**Minutes of Meeting M.F. 222 dated 14 June 2022**

The minutes of the Finance, Audit & Risk Committee, M222 dated 14 June 2022 were noted subject to a minor amendment.

**Verbal update of Meeting M.F.223 dated 19 July 2022**

**Risk Register (verbal update)**

The VP FRD provided Governing Body with a timeline and explanation of the work carried out in preparing an Institute Risk Register to-date. He referenced the Risk Management Policy, as approved by Governing Body, given this sets out the process of populating the Risk Register.

Risk Registers were completed by each member of the Leadership Team, collated by the VP FRD and then reviewed again for completeness by the Leadership Team and Chief Risk Officer (President).

The Risk Register was presented to FAR at the June meeting with further review in the July meeting. The current risk register is being presented to the Governing Body with a recommendation from the FAR Committee.

The VP FRD advised members that a hard copy of the Risk Register was forwarded by post along with Risk Acceptance Forms (x 19) to each member of Governing Body for ease of review.

The VP FRD shared the Risk Register on screen and provided an explanation of the various components of the document. The VP FRD advised members to review the Risk Management Policy.

The VP FRD requested members to review the Risk Register in detail and forward him any queries they may have in advance of the September meeting. Approval would be sought by the Governing Body at September's meeting.

- **Annual Report**

Approved subject to a minor amendment suggested by Dr. Tom Dooley.

**Proposed by: Dr. Tom Dooley**

**Seconded by: Ms. Sadie Ward McDermott**

- **Corporate Procurement Plan**

The VP FRD provided an overview of the considerations by the FAR Committee along with changes proposed on the opening of tenders and approval of tenders with values of €100k and in excess of €200k.

**Proposed by: Mr. Paddy Malone**

**Seconded by: Ms. Isabell Murphy**

- **Tenders (x2)**

- Coach Hire Services [Sevens]**

- A query was raised by Cllr. Nick Killian on the potential of additional costs being requested by the successful tender. The VP FRD provided an explanation.

- The Tender was approved by Governing Body.

- Proposed by: Mr. Paddy Malone**

- Seconded by: Ms. Sadie Ward McDermott**

- **Sports Kit and Leisurewear Lots 1 & 2 [O'Neills Sports]**

- The Tender was approved by Governing Body.

- Proposed by: Cllr. Nick Killian**

- Seconded by: Ms. Brenda McGeeney**

#### **G.297.8 THEA Code of Governance Self-Assessment**

VP FRD provided overview on the collation of recommendations from the 2020/21 self-assessment. These recommendation had been discussed on numerous occasions by the FAR Committee. All members were requested to participate in the 2021/22 survey and were advised responses are anonymous. The need for a commentary in

the responses was also stressed. The survey link would be sent to all members after Governing Body immediately after the meeting.

**G.297.9 Governing Body Subcommittees Vacancies & Gender Balance**  
Deferred.

**G.297.10 QQI Annual Dialogue (time allowing)**  
**Presentation by the Vice President for Academic Affairs & Registrar / President**  
Deferred.

**G.297.11 AOB**  
The Chair referenced the Chamber of Ireland meeting held recently, hosted by the President DkIT, as being a very successful day. The Chair wished to thank the President for his hosting and engagement with the participants.

The Chair also wished to extend his thanks to Mr Aidan Browne Head of Innovation & Business Development on the integral role undertaken in attracting Kaseya into the Dundalk region.

**Bereavements**

Kathleen Day (née McDonagh) Phibsboro, Dublin. Kathleen is sister of former President, Dr Sean McDonagh.

Mr Pat Malone former Head of Section School of Engineering.

A minutes silence was held.

Meeting concluded at 12.57.

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**Patrick W. Malone**  
Chairman

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**Date:**