



Ollscoil
Teicneolaíochta
an Atlántaigh

Atlantic
Technological
University

**Minutes of the eighth ATU Governing Body
Meeting
Held on Monday 24th October 2022 at 10.30 am
ATU Sligo and MS Teams**

Present:

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

In attendance:

Jim Fennell (Secretary)– in person	JF
Fiona Faherty (Recording Secretary)– in person	FF
Elizabeth McCabe – in person –Agenda item 6	EMC

Apologies:

GB 008.01 Declaration of Conflicts of Interests

BMcC declared a potential conflict of interest with Agenda item 8.2
MMcG declared a potential conflict of interest with Agenda item 3.1

GB 008.02 Minutes of the meeting of 26th September 2022

The minutes of the meeting of the 26th September were reviewed by the members.

Decision: The minutes were approved on the proposal of BMcC and seconded by OM.

GB 008.03 Matters arising and Correspondence

GB 008.03.1 Report on Existing Sponsorship

MMcG left the meeting for this Agenda item.

JF advised the meeting that a sponsorship committee is being established. This committee will provide quarterly reports to the Governing Body. The Chair noted the importance of the EDI agenda and ensuring that ATU sponsorship extends beyond male-only sports. The meeting noted the strategic importance of sponsorship and the opportunity it provides to build on new and existing partnerships.

MMcG returned to the meeting.

GB 008.04 President's Report

GB 008.04.1 President's Update to Governing Body

The President shared the conferring schedule with the meeting and advised that the Governing Body members were hereby invited to attend the conferring sessions.

Dr Flynn provided an update on internal and external activities over recent months.

Internal meetings continue including meetings of University Planning Team (UPT), meetings with various groups of staff and social partners via IR fora while internal structures continue to be developed. Significant external engagement is ongoing.

GB 008.04.2 ATU Presentation to HEA as part of Strategic Dialogue

The President shared the ATU presentation to the HEA as part of the strategic dialogue which took place on 4th October.

The presentation outlined the ATU immediate priorities which include *inter alia* building a University organisation structure, development of a strategic plan, keeping a focus on students, access and quality assurance, research development, governance, equality, diversity and inclusion.

GB 008.04.3 Presentation on EU GREEN (European University Alliance)

A presentation on EU GREEN was provided by the President. The four joint key objectives of the European Strategy for Universities were outlined together with the budget and the proposed EU GREEN alliance structure.

The meeting welcomed the alliance and highlighted its importance. It also noted that this is a unique opportunity for ATU to extend its relationships in pursuance of the green agenda and to explore opportunities in rural Ireland focusing on the wider definition of sustainability.

The President also highlighted the Creative Enterprise West (CREW) Project which is a legacy project at ATU Galway City (Wellpark Road Campus). The Board unanimously agreed that this project would continue to be supported by the Governing Body and reaffirmed the previous approval of GMIT Governing Body to grant a lease to CREW for 20 years at a peppercorn rent.

GB 008.05 Subcommittees

GB 008.05.1 Finance Subcommittee

The Chair invited nominations for membership to the Finance Subcommittee.

The following members were agreed:

Chair:	Felim McNeela
President:	Orla Flynn
Governing Body Staff/Student Rep:	Ursula Cox
Governing Body Member:	Mary Kelly
Governing Body Member:	Dara Foynes

The terms of reference for the Finance Subcommittee requires three external members with appropriate finance and governance experience. Nominations for the external members were sought from the Board.

Decision: The members of the ATU Finance Subcommittee as outlined above were unanimously agreed.

The Chair advised that the subcommittee was now agreed and approved as outlined above, but that the Subcommittee can review the terms of reference and consideration can be given to increase the representation from Governing Body members when the subcommittee is fully established.

GB 008.05.2 Audit & Risk Subcommittee

The Audit & Risk Chair proposed a new member to the ARC, Ms Leanne McGinley who has the appropriate ICT skills.

Decision: The nomination of Ms Leanne McGinley to be a member of the ATU ARC was unanimously agreed by the Board.

It was suggested that the ARC seek an additional ARC member with ICT skills. Nominations are welcome from the Governing Body.

GB 008.05.3 Other Subcommittees to be Established

The meeting discussed the requirements for additional Governing Body Subcommittees.

Suggested Subcommittees, or combinations thereof, include:

- Strategic Planning Subcommittee
- Capital Projects Subcommittee
- Sustainability Subcommittee
- Student Services Subcommittee

It was agreed to review the terms of reference and purpose of the subcommittees at the next meeting. Once subcommittees are agreed the Governing Body members can advise as to which subcommittee, they believe would best utilise their individual skillsets. A point was made to the effect that we do not have the capacity to operate and populate too many subcommittees, and the focus needs to be kept on the governance role.

Edward Grant was nominated to become a member of the EDI Subcommittee, as a staff/student representative. This was agreed on the proposal of BMcC and seconded by UC.

GB 008.06 Finance

GB 008.06.1 Finance Outturn

EMcC joined the meeting and presented the Finance Outturn. She noted that ATU is still in receipt of three different budgets from the HEA and therefore the figures presented are based on three individual legacy budgets.

While the overall figures are showing a positive variance, concern was expressed by some of the Board members that the positive surplus may be as a result of missed opportunities or investment. EM clarified that the target annual surplus is 3% per annum.

It was also noted that a positive surplus is required to ensure adequate transfers to capital reserves to support the planned capital expenditure, as presented at the September meeting.

GB 008.07 Policies

GB 008.07.1 Recruitment & Selection Appeals Procedure

The recruitment and selection appeals procedure was reviewed by the Board.

The following suggested amendments were made:

Page 5, Appeals Process,

- a) Shortlisting Decision Appeal Process:

first sentence amend as follows:

'A request for a review of the shortlisting decision must be made to the relevant ATU College Human Resource (HR) Manager in writing within ~~three (3)~~ five (5) working days of notification of the decision'.

b) Selection appeals process following interview:

first paragraph, last sentence amend as follows:

'A request for review may be refused if the applicant cannot ~~support~~ detail their request outlining the facts that they believe show the decision reached was incorrect'.

second paragraph, first sentence amend as follows:

'A request for a formal review must be made within 3 5 working days of the applicant receiving notification of the selection board's decision or receipt of the feedback documentation, whichever is latest'.

Decision: It was agreed that any additional amendments should be emailed to the Secretary, JF, and this will be reviewed together with the Recruitment & Selection Policy at the November meeting.

GB 008.07.2 Garda Vetting Policy

The Garda Vetting Policy was reviewed by the meeting.

Decision: The Garda Vetting Policy was approved on the proposal of BMcC and seconded by MR.

GB 008.07.3 Credit Card Policy

The meeting reviewed the Credit Card Policy.

Decision: It was agreed to defer the policy and review it together with the credit card procedures when available.

GB 008.08 HR Matters

GB 008.08.1 Schedule of Information Supporting Appointments

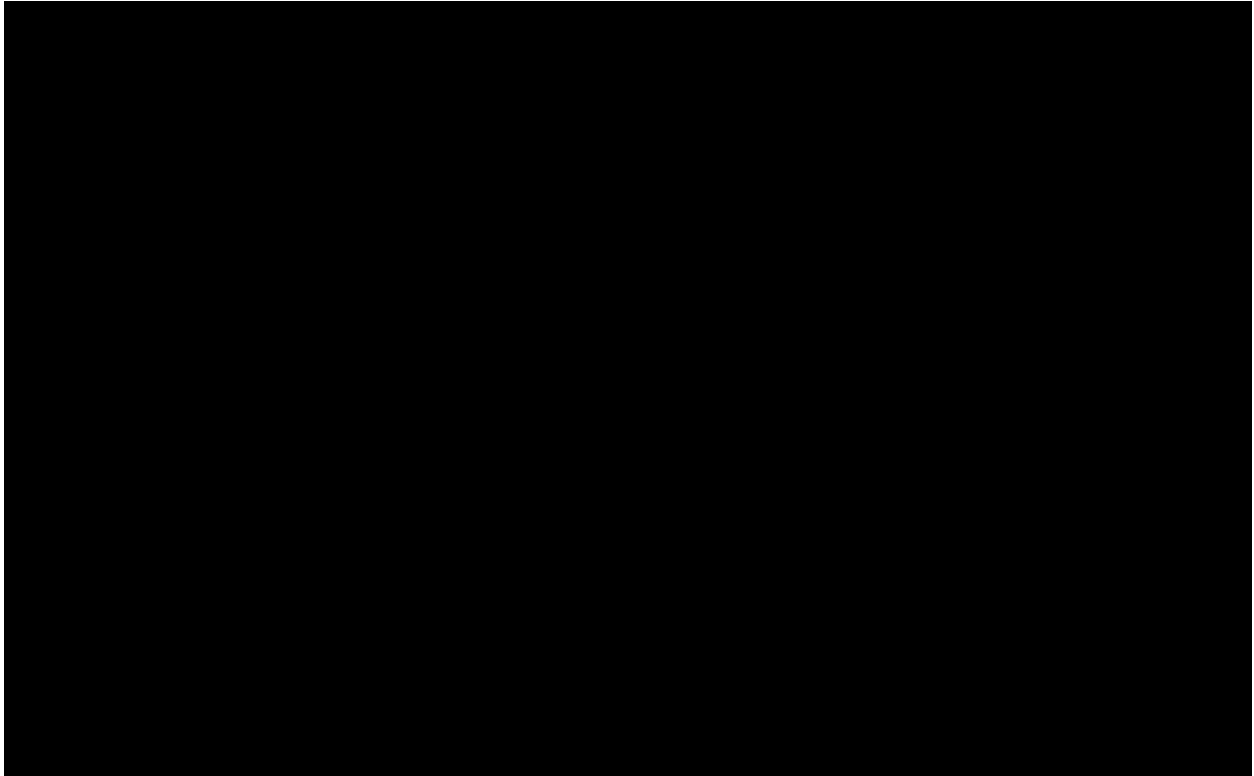
JF presented a template that would capture the relevant information for the submission of senior staff appointments to Governing Body for approval.

Decision: The template was approved on the proposal of FMcN and seconded by SH, subject to an amendment to include the rationale for and business benefit of the post.

BMcC and MR requested that a report of other staff appointments be provided to the Governing Body to include information on the number of posts appointed by grade and geographic location.

It was agreed that a report on staff appointments would be provided to the Finance subcommittee who would review detail such as this request and provide reports to the Governing Body.

GB 008.08.2 Staff Appointments



GB 008.9 Integration of St Angela's College

There was no further update on the integration of St Angela's College to report.

GB 008.10 Meeting without the Executive

A meeting without the executive took place after the meeting.

GB 008.11 AOB

It was suggested that the Governing Body meetings take place every six weeks in 2023. It was agreed to draw up a draft schedule for the November meeting.

Governing Body Induction, delivered by Mary Cremin from Deloitte, took place after the meeting.

Signed: 
Chairperson

Date: 12/12/22