



Ollscoil  
Teicneolaíochta  
an Atlantaigh  
  
Atlantic  
Technological  
University

**Minutes of the 12<sup>th</sup> ATU Governing Body Meeting  
Held on Monday 20<sup>th</sup> February at 10.30 am.  
ATU Letterkenny, Donegal and MS Teams**

**Present:**

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

**In attendance:**

Jim Fennell (Secretary) – in person	JF
Fiona Faherty (Recording Secretary) – in person	FF
Dr Des Foley – in person – Agenda item 4.2	DFoI
Dr Billy Bennett – in person – Agenda item 5.0	BB
Sean Duffy – in person – Agenda item 6.0	SD
Henry McGarvey – In person – Agenda item 10.0	HMcG

**Apologies:**

Mary McGinley	MMcG
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#### **GB 012.01 Declaration of Conflicts of Interests**

There were no conflicts of interest declared at this meeting.

#### **GB 012.02 Minutes of the meeting of 12<sup>th</sup> December 2022**

The minutes of the meeting of the 12<sup>th</sup> December 2022 were reviewed by the members.

**Decision:** The minutes were approved on the proposal of MK and seconded by DM.

#### **GB 012.02 Minutes of the meeting of 19<sup>th</sup> December 2022**

The minutes of the meeting of the 19<sup>th</sup> December 2022 were reviewed by the members and the following amendments were agreed:

Amend EG as in attendance and not an apology.

GB 0011.02 the following sentence to be included: 'MG asked that a letter be issued to the HEA on behalf of the Governing Body to seek clarification on what stage the project should reach before funds are confirmed.'

**Decision:** The minutes were approved on the proposal of MK and seconded by GR subject to the above amendments.

#### **GB 0012.03 Matters arising and Correspondence**

The Chair raised some issues that were discussed at GB meeting 12<sup>th</sup> Dec 2022, under agenda item GB 0010.11 Capital Projects.

A master plan to be developed and provided to the GB members that includes all ATU Campuses with full oversight of all ATU Buildings and their locations. There is also a requirement for a list of all ATU projects with timelines for each project outlined. This list is to include projects already underway and those for consideration.

The President advised that this is in progress and a presentation will be provided to the Governing Body in due course.

#### **GB 0012.04 President's Report**

##### **GB 0012.04.1 President's Update to Governing Body**

The President shared a presentation highlighting recent activities across the ATU.

OF thanked all involved in the publication of the ATU Magazine and confirmed the link to the magazine will be issued to GB members. The University Planning Team held three meetings since the last GB meeting in December. Some of the main topics being addressed are student retention, strategic planning, budgets, and cybersecurity. St Angela's College Sligo panel visit took place on 16<sup>th</sup> and 17<sup>th</sup> January. The launch of ERDF Funding was held on 25<sup>th</sup> January, the President thanked the Northern and Western Region and DM. EU Green launch was held in Caceres in Spain from 31<sup>st</sup> January to 3<sup>rd</sup>

February. The President and delegates from nine university partners from Spain, Italy, France, Portugal, Germany, Sweden, Poland, Romania and Ireland attended the launch.

#### **GB 0012.04.2 Strategic Plan**

DFol, Strategic Planning Facilitator, joined the meeting and provided an update on the ATU Strategic Planning Process. The first round of internal consultation took place during January and February. The first consultative exercise within the ATU community took place from 13<sup>th</sup> to 20<sup>th</sup> January. The first meeting of the Strategic Planning Council took place on 19<sup>th</sup> January in Sligo. This meeting set out the legislative framework, leading into discussion on the terms of reference for the Council, and summary of current and planned activities. Further meetings will take place monthly.

A series of on-campus all staff meetings have taken place on all campuses. Key points discussed were One ATU, One Region, One Planct, ATU's role in regional development and ATU values. Second round of on-campus meetings is scheduled to take place in March, as well as the start of external engagement.

The Board thanked DFol and welcomed the progress to date. DFol left the meeting.

#### **GB 0012.04.3 Appointment of Members to Strategic Development Subcommittee**

The following nominations to the Strategic Development Subcommittee were agreed:

Chairperson of the Governing Body	Maura McNally
President	Orla Flynn
VP with oversight of master planning & capital development	Henry McGarvey
One Student GB member	Colin Kearney
One Staff GB member	Martin Robinson
GB member	Oonagh Monaghan
GB member	David Minton
GB member	Seamus Hughes
GB member	Dara Foynes

Three External members with appropriate knowledge and expertise to be agreed.

It was agreed to re-convene the nominations subcommittee to seek external members to the Strategic Development Subcommittee.

It was agreed that a full list of all subcommittees and the members would be shared with the Governing Body at the March meeting and uploaded to the Governing Body SharePoint site.

#### **GB 0012.04.4 UPT Minutes**

A folder has now been created on the Governing Body SharePoint site which holds all UPT minutes.

The minutes of UPT meetings 8<sup>th</sup> Dec 22, 14<sup>th</sup> Dec 22 and 9<sup>th</sup> Jan 23 were circulated in the meeting pack for information.

GR noted that the issues pertaining to the Galway City Campus were not reflected in the UPT minutes and questioned whether they were being addressed. He raised the following ongoing and critical issues at the Galway City Campus: shortage of staff office space, lack of student teaching and learning

space, poor prefab classrooms, inadequate canteen facilities, lack of physical resources for basic staff and student requirements and lack of student accommodation.

OF acknowledged the concerns raised by GR and noted the historic and local nature of these issues. GR asked if the issues are being addressed. It was agreed to provide an update on the issues raised by GR to the Governing Body as soon as possible, in the context of the campus masterplans.

## **GB 012.05 Report from Academic Council**

BB joined the meeting.

**GB 0012.5.1 Academic Council Membership**

**GB 0012.5.2 Academic Council Agenda 20<sup>th</sup> January 2023**

**GB 0012.5.3 Academic Council Minutes 20<sup>th</sup> January 2023**

The list of names of those elected to Academic Council were circulated to the Board. The Academic Council consists of 69 members.

The first Academic Council meeting took place on 20<sup>th</sup> January and the agenda and minutes for this meeting were circulated to the Board.

The Chair thanked all those who agreed to become members of Academic Council and wished them well.

BB left the meeting.

## **GB 0012.06 Integration of St Angela's College**

SD joined the meeting and provided an update on the integration of St Angela's College. He referred to the report from the HEA Advisory Panel and its recommendations. He noted that the report contained one caveat regarding the completion of a legal agreement which will require the approval of the Governing Body and DFHERIS.

He advised the meeting that the HEA have requested oversight of the agreement in the first instance, and he provided an update on the timeline process with a completion date of July 2023.

The President confirmed that Minister Harris is in receipt of the report, and he has issued correspondence to the Chair. Once the Chair is satisfied with the correspondence and issues a response to Minister Harris, communication regarding the integration and the report from the Advisory Panel will be issued to staff at ATU and St Angela's College.

The meeting welcomed the update and the progress being made.

SD left the meeting.

## **GB 0012.07 HEA Act 2022**

### **GB 0012.07.1 Principles for Appointment of Members to the Governing Body**

JF provided a short presentation on the appointment of members to the Governing Body under the HEA Act 2022 which requires a new Governing Body consisting of 19 members to be appointed by 9th November 2023. The outgoing members of the existing Governing Body who are not appointed to

the new Governing Body may continue as Governing Body members for their appointed term of office. Such members will not be included in the overall count (19) of Governing Body members. The Board requested that legal advice and a short briefing paper on the appointment of members to the Governing Body be provided to the Governing Body.

#### **GB 0012.07.2 Appointment of External Members by Nominations Subcommittee**

**Decision:** It was agreed to withdraw this item from the agenda pending legal advice on the principles for appointment of members to the Governing Body.

#### **GB 0012.08 Equality, Diversity & Inclusion (EDI)**

##### **GB 0012.08.1 Report from EDI Subcommittee Meeting 23<sup>rd</sup> January 2023**

The Chair of the EDI Subcommittee, MMcN, provided an update on the EDI Subcommittee meeting which was held on 23<sup>rd</sup> January 2023. The subcommittee discussed the ATU EDI Team priorities for 2022/2023 and the HEA Gender Equality Report (Nov 2022). A review of the TOR for EDI Committees and working groups took place. The EDI Subcommittee Terms of Reference was also reviewed by the Subcommittee and a number of amendments were suggested. The next meetings of the EDI Subcommittee are scheduled for 24<sup>th</sup> April and 11<sup>th</sup> September.

##### **GB 0012.08.2 EDI Subcommittee Terms of Reference (TOR)**

The following amendments to the EDI Subcommittee TOR are recommended for approval by the Governing Body:

- **Functions:** Include the word 'inclusion' after the words equality and diversity in (ii), (iii) and (iv)
- **Meetings:** (ix) The EDI Managers / EDI Leads from ATU Donegal, Sligo and Galway-Mayo will be in attendance at each meeting.
- **Membership:** (Increase membership to nine members) One member of the Governing Body who shall be a nominated staff member and one member of the Governing Body who is a nominated student member.

**Decision:** The revised TOR as outlined above was approved unanimously by the Board.

##### **GB 0012.08.3 Appointment of Members to EDI Subcommittee**

**Decision:** Edward Grant was appointed to the EDI Subcommittee as the student member. Brian McCann was appointed to the EDI Subcommittee as the staff member.

#### **GB 0012.09 Corporate Governance**

##### **GB 0012.09.1 Report from ARC Meeting 7<sup>th</sup> February 2023.**

AMcH, Chair of ARC, provided an update from the ARC meeting of 7<sup>th</sup> February. The ARC recommended the Annual Governance Statements for each of the three legacy Institutes for the seven months ended to 31.03.2022 for approval by Governing Body. The ARC considered the issue of student retention and progression and suggested this may warrant a review by management and the development of a common student retention and progression policy to be applied. AMcH advised that two internal audit reviews have been agreed with the Internal Auditor for 2023 with one further review to be agreed after a follow-up by management on two possible topics and a follow up review on internal audit recommendations to be carried out internally.

The Governing Body thanked AMcH for the update and discussed the concerns of the ARC regarding student retention and progression.

The President advised that a retention report presented to Academic Council indicated overall retention of 74% for the academic year 2021/2022. This data can be made available to the Governing Body.

It was suggested that a presentation be made to the Governing Body by the VP Academic Affairs and Registrar. The Governing Body would also like to hear the views of the Students' Union on retention.

#### **GB 0012.09.2 Annual Governance Statement for 7 months ended 31<sup>st</sup> March 2022**

- **Institute of Technology Sligo**
- **Galway-Mayo Institute of Technology**
- **Letterkenny Institute of Technology**

**Decision:** Following an update from the Chair of the ARC, the Annual Governance Statements for Institute of Technology Sligo, Galway-Mayo Institute of Technology and Letterkenny Institute of Technology for seven months ended 31<sup>st</sup> March 2022, were approved on the proposal of GR, and seconded by MR.

#### **GB 0012.09.3 HEA Oversight Agreement**

The HEA Oversight Agreement was circulated to the members for information. The Agreement has been reviewed by the Chair and the President and this will be signed and forwarded to the HEA.

#### **GB 0012.10 Capital Projects**

HMcG joined the meeting.

##### **GB 0012.10.1 Student Building Galway Campus**

HMcG and the President outlined options under consideration for the Student Building at the Galway City Campus.

Option 1: New Building Plans and/or New Location. It could take 27-36 months to complete the process to allow the building to begin.

Option 2: Re-apply for Planning Permission on existing site with existing plan. It could take 21-31 months to complete the process before the building works can begin.

The members raised their concerns at the length of time both options would take before the project would be 'shovel ready' and asked the President to engage in the necessary steps to progress with the most satisfactory option as soon as is possible. The President requested a 6-week timeframe to engage with Galway City Council. This was agreed with an update requested for the March 27<sup>th</sup> meeting.

##### **GB 0012.10.2 Project 509 Galway City Campus**

HMcG advised that the tender evaluation process for the Galway City Campus project for Electrical Apprenticeship has concluded. The MKO planning and Environmental Consultants Tender Report

recommends that, subject to standard pre-contract due diligence, a contract is awarded to MJ Conroy Ltd on that basis that they submitted the most economically advantageous tender. The proposed contract sum is €2.216,315.30 (including VAT).

On the recommendation of the University Planning Team, Governing Body approval is sought to seek formal Decision Gate 3 approval from the HEA to proceed to contract in accordance with the Public Spending Code

**Decision:** This above request was approved on the proposal of AMcH and seconded by GR.

HMcG left the meeting.

## **GB 0012.11 Finance**

### **GB 0012.11.1 Report from Finance Subcommittee (FSC) Meeting 18<sup>th</sup> January 2023**

FMcN, Chair of the FSC, provided an update to the Governing Body on the first meeting of the FSC which took place on 18<sup>th</sup> January. He advised that Deloitte provided an induction presentation on the third level education sector to the Subcommittee. The FSC received an update on the financial statements for the legacy Institutes and a review of the FSC Terms of Reference will take place at their next meeting where a workplan for 2023 will be compiled. Meeting dates agreed for the FSC are 24<sup>th</sup> February 16<sup>th</sup> March, 7<sup>th</sup> June and 15<sup>th</sup> November.

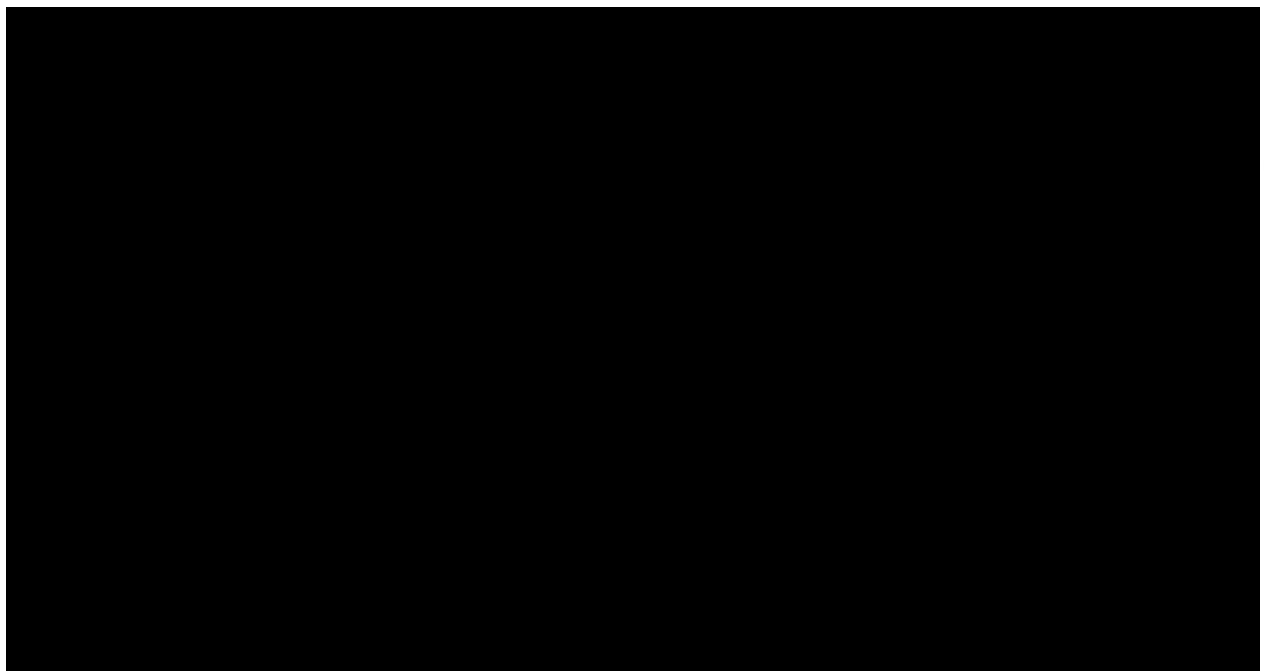
DF advised that she wishes to resign from the FSC with immediate effect due to time constraints and the level of commitment required. FMcN invited members to consider joining the FSC.

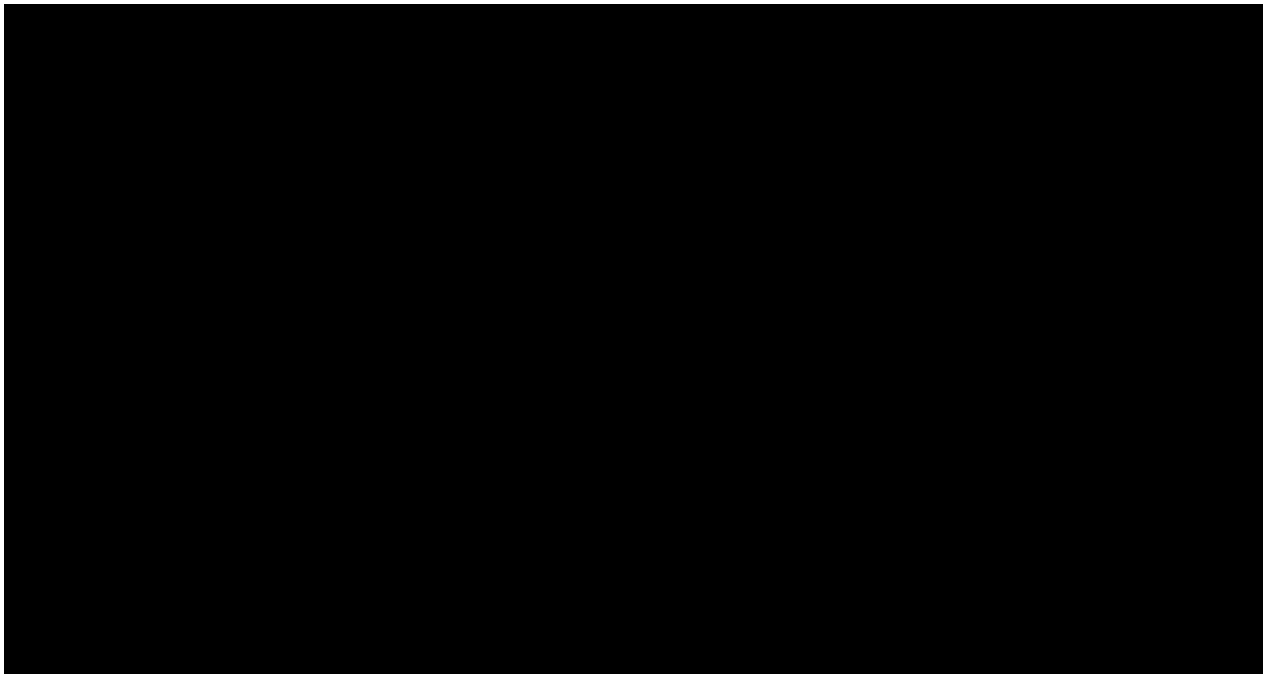
SH requested a brief note on the difference between the ARC and FSC.

EG left the meeting.

## **GB 0012. HR Matters**

### **GB 0012.12.1 Staff Appointments**





**GB 0012.13 AOB**

As requested at the December meeting a brief update on Cyber Security was provided by JF on the ATU response to the cyber-attack on MTU. A further update will be provided at the next meeting.

The next meeting will take place in ATU Sligo on 27<sup>th</sup> March 2023.

Signed:   
Chairperson

Date: 27<sup>th</sup> March 2023