

Technological University Dublin 1st Governing Body


MINUTES

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- MEETING 1/1:** Tuesday, 1st January 2019, 10.00am (City North Hotel, Gormanston, County Meath)
- PRESENT:** Professor T Collins (Chair), Professor D FitzPatrick (President), *[from Item 01.01/02(i)(d)]*
Dr C Fisher, (Conference Call), Mr P Lavelle, Ms I Reynolds
- APOLOGIES:** Full Attendance
- IN ATTENDANCE:** Dr M Meaney (Lead, TU Dublin Programme Team) – Conference Call *[Items 01.01/01 – 01.01/03]*
Mr D Murphy (Director of Corporate Services)
- SECRETARIAT:** Ms Y Cooke (TU Dublin Programme Team)
- DOCUMENTATION:** **Circulated prior to meeting**
1. Agenda – TU Dublin Meeting 1 (1st January 2019)
 2. TU Dublin President Designate – DES Correspondence (20th December 2018)
 3. TU Dublin Academic Council – Foundation Period (18th December 2018)
 4. TU Dublin Protected Disclosures - Memorandum (20th December 2018)
 5. TU Dublin Agreed Finance Approach for Foundation Period
 6. DIT Bank Account Supplemental Mandate
 7. ITB Bank Account Supplemental Mandate
 8. ITT Bank Account Supplemental Mandate
 9. TU Dublin Parent Procurement Statement
 10. TU Dublin Insurance – Memorandum (20th December 2018)
 11. TU Dublin Organisation Design Recommendations - PwC Report (24th April 2018)
 12. TU Dublin Governing Body Membership – Staff and Student Representatives
 13. DIT Governing Body Minutes – Final Meeting (5th December 2018)
 14. ITB Governing Body Minutes – Final Meeting (7th December 2018)
 15. ITB Governing Body Minutes – Excluding Executives Meeting (7th December 2018)
 16. ITT Governing Body Minutes – Final Meeting (6th December 2018)
 17. Joint Governing Bodies Strategy Steering Group Minutes – Final Meeting (19th December 2018)
 18. Joint Governing Bodies Strategy Steering Group Minutes – Meeting (10th October 2018)
 19. TU Dublin Overarching Statement for Student Policies – Memorandum (20th December 2018)
 20. TU Dublin Parent Safety Statement (December 2018)
- DOCUMENTATION:** **Presented at the meeting**
1. President's Role Clarification Document

| REF | ITEM | DECISION |
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| 01.01/01 | WELCOME | |
| | The Chair welcomed members to the first meeting of the Technological University Dublin, Governing Body and acknowledged this significant and historic day. | NOTED |
| | The Chair noted full attendance for this meeting. | NOTED |
| 01.01/02 | APPOINTMENTS | |
| | <p>i) <u>TU Dublin President Designate</u></p> <p>(a) The Governing Body approved the appointment of Professor David FitzPatrick as the first President, Technological University Dublin, with effect from the appointed day, 1st January 2019, as designated by the Minister for Education and Skills, Joe McHugh, TD, and in accordance with Section 56(1) of the Technological Universities Act 2018.</p> <p>(b) The Governing Body noted the contract of employment issued to the first President, TU Dublin, for a period of ten years, in accordance with Section 56 (3) of the Technological Universities Act 2018, and the approval of the Minister for Education and Skills, given with the consent of the Minister for Public Expenditure and Reform.</p> <p>(c) [REDACTED]</p> <p>(d) Professor FitzPatrick joined the meeting. Members congratulated and wished him well in his role as the first President, TU Dublin. The Chair noted and thanked the new President for taking up this post from the appointed day, 1st January 2019.</p> <p>(e) [REDACTED]</p> <p>ii) <u>TU Dublin Legal Secretary</u> The Governing Body agreed it was necessary to appoint a Legal Secretary immediately to fulfil mandatory and legal requirements on behalf of TU Dublin in a number of areas, including GDPR, Data Protection, Ombudsman and FOI. The Governing Body approved the appointment of Mr Denis Murphy as TU Dublin Legal Secretary on a pro tem basis from the appointed date.</p> <p>iii) <u>TU Dublin Governing Body Secretariat</u> The Governing Body approved the appointment of TU Dublin Programme as the Secretariat to the Governing Body on a pro tem basis from the appointed date.</p> <p>iv) <u>TU Dublin Audit Committee</u> The Governing Body agreed it was necessary to appoint an Audit Committee and approved the appointments of Mr Paddy Bowler as Chair of TU Dublin Audit Committee, and Mr. Gerry Fallon as a member of this Committee on a pro tem basis from the appointed date.</p> | <p>APPROVED Proposed: P Lavelle Seconded: I Reynolds</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED SECRETARIAT</p> <p>APPROVED Proposed: P Lavelle Seconded: I Reynolds</p> <p>APPROVED Proposed: C Fisher Seconded: P Lavelle</p> <p>APPROVED Proposed: P Lavelle Seconded: President</p> |
| 01.01/03 | MEMOS/MINUTES/REPORTS/STATEMENTS | |
| | <p>i) <u>Academic Council</u> <u>TU Dublin Academic Council – Foundation Period</u></p> <p>a) The Governing Body approved the Academic Steering Board (ASB) proposal, “<i>Academic Steering Board recommendations regarding regulations for the TU Dublin Academic Council (Foundation Period)</i>”, as a pro tem proposal for a maximum of one year.</p> <p>b) The Governing Body approved notice be given to facilitate the subsequent TU Dublin Academic Council taking up office from the beginning of the next academic year in September 2019.</p> | <p>APPROVED Proposed: P Lavelle Seconded: I Reynolds</p> <p>APPROVED Proposed: P Lavelle Seconded: I Reynolds</p> |

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| | <p>ii) Audit TU Dublin Protected Disclosures The Governing Body approved the following recommendations proposed in TU Dublin Protected Disclosures Memorandum, (20th December 2018):</p> <p>In the three separate Protective Disclosure processes:</p> <ul style="list-style-type: none"> a) Where there is reference to the Institute Audit Committee and/or the Chair of the Audit Committee that it be replaced by, “the University Audit Committee and/or the Chair of the University Audit Committee”. b) Where there is reference to an Institute address that the registered office of the University which is 5th Floor, Park House Grangegorman, 191 North Circular Road, Dublin 7, D07 EWV4 be used. c) Where there is reference to the Institute Secretary that this be replaced by “University Secretary”, and that d) The existing procedures be used on each of the campuses to deal with any disclosure relating to that campus. <p>iii) Finance</p> <ul style="list-style-type: none"> a) Finance Approach for Foundation Period The Governing Body approved the recommendations proposed in TU Dublin document, “Agreed Finance Approach for Foundation Period January – December 2019”. b) TU Dublin Banking Arrangements The Governing Body approved the three bank account supplemental mandates subject to the removal of [REDACTED] (who was no longer a staff member), as a signatory. c) TU Dublin Parent Procurement Statement The Governing Body approved the proposed TU Dublin Parent Procurement Statement subject to amending the document’s title to, “TU Dublin Procurement Statement”. <p>Members raised concerns in relation to the increased risk of non-compliance for TU Dublin during its transition phase. It was noted that a number of internal systems and processes were being implemented to minimise this risk, while discussions had taken place with external agencies including DPER, HEA and the C & AG in relation to managing compliance during TU Dublin transition phase.</p> <ul style="list-style-type: none"> d) TU Dublin Insurance The Governing Body approved the following recommendations proposed in TU Dublin Insurance Policies Memorandum and Schedule of Insurances, (20th December 2018): <p>[REDACTED]</p> <p>The Governing Body noted an additional insurance policy was now in place for TU Dublin to cover cyber security risk.</p> | <p>APPROVED Proposed: P Lavelle Seconded: C Fisher</p> <p>APPROVED Proposed: C Fisher Seconded: P Lavelle</p> <p>APPROVED Proposed: C Fisher Seconded: P Lavelle</p> <p>APPROVED Proposed: President Seconded: P Lavelle</p> <p>NOTED</p> <p>APPROVED Proposed: I Reynolds Seconded: C Fisher</p> <p>NOTED</p> |

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| 01.01/03 | MEMOS/MINUTES/REPORTS/STATEMENTS | |
| | <p>iv) Foundation Period Structure PwC Report – Organisational Design Recommendations (24th April 2018) The Governing Body noted the PwC Report, “<i>Organisational Design Recommendations, (24th April 2018)</i>”, which had been submitted as part of TU Dublin Application ancillary documentation.</p> <p>v) Governing Body TU Dublin Governing Body Membership – (Staff and Student Representatives) a) The Governing Body approved the proposed document, “<i>Membership of 1st Technological University Dublin Governing Body – Elections and Making Appointments for Academic, Non-Academic and Student Representatives</i>”, subject to the following additions noted and approved:</p> <ol style="list-style-type: none"> 1. On page 2 under Stage 1, Election and Appointment Procedures, Academic Staff Representative: <ol style="list-style-type: none"> (b) “<i>That candidates be proposed and seconded from and by the six formerly elected academic staff members of the dissolved Governing Bodies (DIT, ITB, and ITT).</i>” (c) <i>In the event of there being only one candidate that person to be deemed elected.</i> (d) <i>In the event of there being two candidates, an election will be held from within the six formerly elected academic staff members.</i> (e) <i>In the event of there being a tie the member will be selected by lottery</i>”. 2. An explanatory footnote for the use of the term “<i>non-academic</i>”. <p>b) Governing Bodies Minutes – Final Meetings (DIT, ITB, ITT, JGBSSG) The Governing Body noted the approved minutes of the following meetings:</p> <ol style="list-style-type: none"> 1) DIT Governing Body Minutes – Final Meeting (5th December 2018) 2) ITB Governing Body Minutes – Final Meeting (7th December 2018) 3) ITB Governing Body Minutes – Excluding Executives Meeting (7th December 2018) 4) ITT Governing Body Minutes – Final Meeting (6th December 2018) 5) Joint Governing Bodies Strategy Steering Group Minutes – Final Meeting (19th December 2018) 6) Joint Governing Bodies Strategy Steering Group Minutes – Meeting (10th October 2018) <p>vi) Governance TU Dublin Overarching Statement – Student Polices The Governing Body approved the following recommendation proposed in TU Dublin Overarching Statement for Student Policies, (20th December 2018):</p> <ul style="list-style-type: none"> • All registered TU Dublin students will be subject to the regulations and academic rules currently applying to the campus on which they are studying. <p>vii) Safety Statement TU Dublin Parent Safety Statement The Governing Body approved the proposed TU Dublin Parent Safety Statement subject to amending the document’s title to, “<i>TU Dublin Safety Statement</i>”.</p> <p>The Chair noted the contribution of Dr Patricia Ennis in co-ordinating this document for TU Dublin.</p> | <p>NOTED</p> <p>APPROVED Proposer: P Lavelle Seconder: C Fisher</p> <p>APPROVED</p> <p>NOTED</p> <p>NOTED NOTED NOTED NOTED</p> <p>NOTED</p> <p>NOTED</p> <p>APPROVED Proposed: P Lavelle Seconded: I Reynolds</p> <p>APPROVED Proposed: President Seconded: C Fisher</p> <p>NOTED</p> |

| REF | ITEM | DECISION |
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| 01.01/04 | ANY OTHER BUSINESS | |
| | <p>The following matters were raised.</p> <ul style="list-style-type: none"> i) The Governing Body approved the registered address for Technological University Dublin as 5th Floor, Park House, Grangegorman, 191 North Circular Road, Dublin 7, D07 EWW4. ii) The Governing Body noted the proposal to involve Mr. Thomas Stone, Principal, TU Dublin, Tallaght Campus in relation to possible oversight of TU Dublin procurement strategy. iii) The President informed members that a message from him to all staff would be circulated on 2nd January 2019 to congratulate and thank them for their collective achievement, and update staff on appointing the outgoing Presidents as Principals of the campuses which they previously led. iv) The Governing Body noted ongoing work and developments in relation to the roll out and appropriate use of TU Dublin visual identity, descriptors and branding materials. v) The Governing Body noted a number of items to be considered at the next meeting including standing orders, meeting procedures, subcommittees, elections, strategic plan and work programme for this Governing Body. vi) The Chair thanked members for their time and invaluable contributions at their meeting today. | <p>APPROVED Proposed: P Lavelle Seconded: I Reynolds</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED</p> |
| 01.01/05 | PROPOSED SCHEDULE OF MEETINGS | |
| | <ul style="list-style-type: none"> i) Next Meeting The next meeting is scheduled for Tuesday, 15th January 2019 at 17.30 in TU Dublin, Grangegorman Campus, Greenway Hub, GW302 ii) Proposed Schedule of 2019 Meetings This item was deferred to the next meeting for consideration. <p style="text-align: center;"> SIGNED  Professor Tom Collins CHAIR </p> <p style="text-align: center;"> DATE: 15th JANUARY 2019 </p> | <p>APPROVED</p> <p>NOTED</p> |