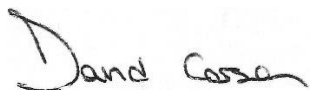


Technological University Dublin Governing Body MINUTES

- MEETING 33:** Wednesday 22nd June 2022 (08.00 – 11.00)
- PRESENT:** Mr D Carson (Chair), Professor D FitzPatrick (President), Dr N Burns, Dr M Carr, Mr J Grant, Ms P Kelly, Ms M Ryan, Dr S O’Shaughnessy
- Electronic Attendance:**
Ms E Carroll, Dr C Duffy, Ms É Finan (Deputy Chair), Dr C Larkin, Dr E Maher, Ms C Clune-Mulvaney, Mr C O’Donovan
- APOLOGIES:** Ms L Barrett, Ms V Biscany, Mr J McCarthy, Mr M O’Donnell, Ms A O’Toole, Mr S Sheridan
- IN ATTENDANCE:** Ms B Elliott (University Secretary), Dr M Meaney (Registrar & Deputy President), Mr D Murphy (Chief Operations Officer)
- INVITED:** Mr Brian Jordan (Students’ Union President Elect)
- SECRETARIAT:** Ms Y Cooke
- DOCUMENTATION:** **Circulated prior to meeting**
1. Draft Agenda Governing Body Meeting 33 (22nd June 2022)
 2. Draft Minutes - Governing Body Meeting 31 (11th May 2022)
 3. Draft Minutes - Governing Body Meeting 32 (23rd May 2022)
 4. Governing Body Action Log (22nd June 2022)
 5. HEA Email re AGS 2021 and Executive Response (7th June 2022)
 6. HEA Email re Hourly Paid Staff and Executive Response (17th May 2022)
 7. Revised Term of Appointment – Governing Body Chair (24th May 2022)
 8. Updated Student Record Management system Proposal (8th June 2022)
 9. Draft Policy on Policy and Procedure Development (8th June 2022)
 10. Policy Universe Development Plans for TU Dublin (8th June 2022)
 11. UET Appointment (14th June 2022)
 12. TU Dublin Draft Annual Report 2021 (15th June 2022)
 13. Draft TU Dublin Financial Statements Y/E 33.08.2021 Update (15th June 2022)
 14. Updated University Signing Authority
 15. Procurement Contract – Dell (8th June 2022)
 16. Procurement Contract – BIMM (8th June 2022)
 17. University Seal Register Report (26th Mat 2022)
 18. Strategic Plan Executive Memorandum and Report (8th June 2022)
 19. University Executive Report (14th June 2022)
 20. Governing Body Committees Memberships (15th June 2022)
 21. EDIC Membership Proposal (15th June 2022)
 22. Appendix A1 – HEA Email re AGS 2021 and Executive Response
 23. Appendix B1 – Updated Student Record Management System Proposal
 24. Appendix B1 – Draft Policy on Policy and Procedure Development
 25. Appendix C1 – UET Appointment
 26. Appendix C2 – TU Dublin Draft Annual Report 2021
 27. Appendix C3 – Updated University Signing Authority
 28. Appendix D1 – Strategic Plan Executive Memorandum and Report
 29. Appendix D2 – University Executive Report
 30. Appendix E2 – Revised GB EDIC Terms of Reference (11th May 2022)
 31. Appendix E3 – FPC Report Meeting 13 (18th May 2022)
 32. Appendix E4 – EDIC Approved Minutes - Meeting 12 (26th April 2022)
 33. Appendix E4- FPC Approved Minutes - Meeting 12 (7th April 2022)
- DOCUMENTATION:** **Circulated at the meeting**
No documentation was tabled at the meeting.

REF	ITEM	DECISION
Section C – Governance and Compliance		
33.15	<p>DRAFT FINANCIAL STATEMENTS UPDATE (Y/E 31.08.2021) Governing Body agreed to take this item ahead of the Annual Report 2021 item to ensure members were up to date on a potential delay in the final sign-off of the draft TU Dublin Financial Statements and the resulting impact on the Annual Report 2021.</p> <p>Governing Body noted the memorandum <i>'TU Dublin Draft Financial Statements (DFS) 31st August 2021'</i> as circulated to members detailing the technical accounting matter delaying the prepared DFS for presentation to the Audit and Risk Committee (ARC) for their consideration, review and recommendation to Governing Body. As a consequence of this technical delay the Annual Report 2021 may have to include the audited Financial Statements for 2020 in order that the Annual Report 2021 meets its statutory obligations under Section 23 of the Technological Act 2018 Act by 30th June 2022.</p> <p>Governing Body also noted that it is intended to schedule an ARC meeting when this technical matter is resolved in order to have a recommendation to Governing Body members as soon as possible.</p>	<p style="text-align: center;">AGREED</p> <p style="text-align: center;">NOTED</p> <p style="text-align: center;">NOTED</p>
33.16	<p>TU DUBLIN DRAFT ANNUAL REPORT 2021 Governing Body noted the memorandum <i>'TU Dublin S.23 Draft Annual Report 2021'</i> and accompanying <i>'TU Dublin Draft Annual Report 2021'</i> as circulated to members for their consideration, review and approval in order that the University meet its statutory obligation under Section 23 of the Technological Act 2018, and be submitted to the Minister and the HEA no later than 30th June 2022.</p> <p>Governing Body noted that the audited TU Dublin Financial Statements 2020 were referred to in the Annual Report 2021 as the draft TU Dublin Financial Statements 2021 were pending final sign-off by the Comptroller and Auditor General who were waiting for expert technical advice on an extremely complex matter involving the PPP's before signing off. Governing Body raised concerns that the draft Annual Report 2021 referenced these audited Financial Statements 2020 rather than the current draft Financial Statements 2021 as stipulated under the TU Dublin Code of Governance (March 2021).</p> <p>Following discussion Governing Body approved the following:</p> <ol style="list-style-type: none"> 1) The draft Annual Report 2021 as presented be amended in order that it meets both its statutory obligations in accordance with Section 23 of the Technological University Act 2018, and its comprehensive requirements under the TU Dublin Code of Governance (March 2021). 2) The amended version to be submitted to the Minister and the HEA no later than 30th June 2022. 3) Best endeavours to include a copy of the signed off TU Dublin Draft Financial Statements 2021 rather than the 2020 Financial Statements if feasible. 4) The final amended tracked version to be circulated to Governing Body members for information. 5) A review of the TU Dublin Code of Governance (March 2021) to be undertaken to ensure clarity and consistency in the terminology used to define and describe the TU Dublin Annual Report. 	<p style="text-align: center;">NOTED</p> <p style="text-align: center;">NOTED</p> <p style="text-align: center;">APPROVED Proposed: J Grant Seconded: M Ryan</p> <p style="text-align: center;">SECRETARIAT UNIVERSITY SECRETARY</p>
33.17	<p>UPDATED TU DUBLIN SIGNING AUTHORISATION Governing Body noted the following documents as circulated to members:</p> <ol style="list-style-type: none"> 1) Proposed Updated TU Dublin Signing Authorisation Memorandum (8th June 2022) 2) Updated Appendix 1 – Signatory Authorisation Levels (includes GBFC amendments) <p>Governing Body approved the proposed updated TU Dublin Signatory Authorisation Levels detailed in the document Appendix 1 (including Tables 1, 2 and 3).</p>	<p style="text-align: center;">NOTED</p> <p style="text-align: center;">APPROVED Proposed: J Grant Seconded: N Burns</p>

REF	ITEM	DECISION
Section C – Governance and Compliance		
33.18	<p>TU DUBLIN PROCUREMENT CONTRACT - DELL Governing Body noted the following document as circulated to members :</p> <p>1) TU Dublin Procurement Contract – Dell Authority to directly drawdown from HEAnet Framework – Memorandum (8th June 2022)</p> <p>Governing Body approved TU Dublin authority to directly drawdown from HEAnet Single Supplier Framework for the provision of desktop and laptop devices by DELL.</p>	<p style="text-align: center;">NOTED</p> <p style="text-align: center;">APPROVED Proposed: N Burns Seconded: C Larkin</p>
33.19	<p>TU DUBLIN PROCUREMENT CONTRACT – BIMM Governing Body noted the following documents as circulated to members:</p> <p>1) TU Dublin Procurement Contract – BIMM Dublin Ltd Authority to enter into a contract with BIMM Dublin Ltd – Memorandum (8th June 2022)</p> <p>Governing Body approved the TU Dublin to enter into the proposed contract with BIMM.</p>	<p style="text-align: center;">NOTED</p> <p style="text-align: center;">APPROVED Proposed: C Larkin Seconded: N Burns</p>
33.20	<p>UNIVERSITY SEAL REGISTER REPORT Governing Body noted the memorandum from the Chief Operations Officer (26th May 2022), confirming that the seal of TU Dublin seal was not applied to documentation during the period 12th April 2022 to 26th May 2022.</p>	<p style="text-align: center;">NOTED</p>
Section D – Executive Reports		
33.21	<p>1. STRATEGIC PLAN EXECUTIVE REPORT Governing Body noted the Strategic Plan Executive Report and its accompanying Appendix D1 as had been circulated to members. The President briefed members on the current status of the Strategic Plan.</p>	<p style="text-align: center;">NOTED</p>
33.22	<p>2. UNIVERSITY EXECUTIVE REPORT Governing Body noted the University Executive Report and its accompanying Appendix D2 as had been circulated to members. The President updated the meeting on a number of items relating to this report.</p> <p>Governing Body also noted that a number of supplemental briefing sessions to further update members on key University areas from the UET will take place in the coming months commencing with sustainability and research.</p>	<p style="text-align: center;">NOTED</p> <p style="text-align: center;">NOTED PRESIDENT/SECRETARIAT</p>
Section E – Committee Reports		
33.23	<p>COMMITTEE MEMBERSHIPS Governing Body noted that the memorandum from the Governing Body Chair (15th June 2022) outlining a number of matters relating to the composition of Governing Body Committees and in particular gender imbalance.</p> <p>It was agreed that the Committee Chairs will consider how best to address this gender imbalance matter and update Governing Body at its next meeting.</p>	<p style="text-align: center;">NOTED</p> <p style="text-align: center;">AGREED</p>

REF	ITEM	DECISION
Section E – Committee Reports		
33.24	<p>EQUALITY, DIVERSITY AND INCLUSION COMMITTEE (EDIC) MEMBERSHIP PROPOSAL Governing Body noted two EDIC membership proposals detailed in the following documents as circulated to members:</p> <ol style="list-style-type: none"> 1) EDIC Membership Proposal Memorandum (15th June 2022) 2) EDIC Terms of Reference – 11th May 2022 (Appendix E2) <p>Governing Body approved both EDIC proposals subject to the following amendment to Proposal 2: follows:</p> <p><i>“Proposal 2 The position of the EDIC Chair is extended to all members of Governing Body who are also members of the EDIC, subject to approval by Governing Body.”</i></p>	<p style="text-align: center;">NOTED</p> <p style="text-align: center;">APPROVED Proposed: J Grant Seconded: P Kelly</p>
33.25	<p>COMMITTEE REPORTS Governing Body noted the following Committee Reports.</p> <ol style="list-style-type: none"> 1) ARC Update – Meeting (24) held on 17th June 2022 2) FPC Update and Report – Meeting (13) held on 18th May 2022 	NOTED
33.36	<p>COMMITTEE MINUTES Governing Body noted the following approved Committee Minutes.</p> <ol style="list-style-type: none"> 1) EDIC Minutes – Meeting (12) held on 26th April 2022 2) FPC Minutes – Meeting (12) held on 7th April 2022 <p>Governing Body noted that the approved minutes from the ARC meetings held on 2nd March, 10th March, and 20th April 2022 together with the ARC Report from its briefing session on 9th May 2022 would be appended to the combined meeting pack for 22nd June 2022 and recirculated to members for information.</p>	<p style="text-align: center;">NOTED</p> <p style="text-align: center;">NOTED SECRETARIAT</p>
Section F – Standard Items		
33.27	<p>ANY OTHER BUSINESS The following matters were raised under this item:</p> <ul style="list-style-type: none"> • On behalf of Governing Body the Chair extended thanks to the outgoing student members, Ms Lesley Barrett, Mr Mark O'Donnell, and Mr Stephen Sheridan, whose term of office would conclude on 30th June 2021. • The Chair informed members that Ms Margaret Cullen, recently appointed member of Governing Body and its Audit Risk Committee had conveyed her apologies but was no longer in a position to remain on Governing Body and had tendered her resignation. • The Chair informed members that Dr Charles Larkin in conjunction with TU Dublin had organised a recent Purdue University Conference and praised the work that was being done by TU Dublin. • The Chair informed members that a number of Governing Body Committees and Working Groups would continue to work over the summer including the NPC, Reserved Matters Working Group and the Academic Council Review Group and update the next Governing Body meeting. 	NOTED
33.28	<p>NEXT GOVERNING BODY MEETING Members noted that the next Governing Body meeting is scheduled to take place on Wednesday, 24th August 2022, and will be held on the Tallaght Campus.</p> <p>The Chair thanked members for their attendance and participation.</p> <p style="text-align: center;"> SIGNED  _____ DATE: 24th August 2022. David Carson, Chair. </p>	<p style="text-align: center;">NOTED</p> <p style="text-align: center;">NOTED</p>