

**Minutes of the meeting of the Governing Body of Munster Technological University held on Friday, 5 February 2021 at 3.00pm via video conference**

**Members:** Mr Bob Savage, Chair  
Prof. Maggie Cusack  
Prof. Sigbritt Karlsson  
Mr Denis Leamy  
Mr Jerry Moloney

**In Attendance:** Mr Barry Coughlan, MTU Cork Campus  
Mr Paul Gallagher, MTU Cork Campus  
Ms Ciara Looney, MTU Kerry Campus  
Dr Brendan O'Donnell, MTU Kerry Campus for agenda item 3 only  
Ms Geraldine Faherty, Minute Taker

The Chair welcomed all to the meeting of Munster Technological University Governing Body. There were no apologies. Conflict of Interest and the importance of declaring any conflict or perceived conflict was addressed, no conflicts were declared.

**1. Draft Minutes**

**a. Governing Body Meeting held on Friday 29 January 2021**

The minutes of the meeting of the MTU Governing Body held on Friday 29 January 2021 were approved for signature.

**2. Correspondence**

**a. Irish Universities Association (IUA)**

**(i) Letter dated 1 February 2021 from the MTU President to Prof C Ó hÓgartaigh, Chair IUA and the response letter dated 3 February 2021 from the Chair IUA to the President**

The President discussed her letter to the Chair of the IUA and their subsequent response. The Governing Body noted that the IUA Council will consider the correspondence from the President at their meeting at the end of March.

**b. Email and correspondence from the President of the Students' Union (Cork)**

Mr Coughlan discussed the correspondence received from the President of the Students' Union, Cork.

The Governing Body welcomed the Students' Union willingness to engage and collaborate with the Students' Union, Kerry. However, as outlined in the Chair's letter dated 8 January to the two Student Union Presidents, the Governing Body are obliged as per the Act to recognise a single student union. They urged both unions to come together to find a solution so that there can be student representation on Governing Body.

The Governing Body agreed to reflect on the proposed letter of response and to revert with their comments/feedback next week.

**ACTION:** *The Governing Body agreed to reflect on the proposed letter of response and to revert with their comments/feedback next week.*

**c. TUI correspondence re: staff elections**

Mr Gallagher referred to the verbal report on the TUI meeting given to the Governing Body last week and indicated that the correspondence presented was the formal response and joint position of the TUI Cork Colleges and IT Tralee branches. The Union have confirmed that in relation to section 12(1)(c), their position is that academic staff should elect 3 members in this category. They made proposals in relation to gender, geographical representation, constituencies, electorate, nominations for categories, timelines, voting and wording of categories of staff elections.

The Governing Body welcomed the feedback and noted the challenge between not rushing the process and ensuring that the voice of academic staff is included on Governing Body as soon as practicable and in accordance with the Act.

*The Governing Body agreed to discuss agenda item 5 Membership of Governing Body ahead of items 3 and 4 on the agenda.*

**5. Membership of Governing Body**

**(a) Staff Nomination & Election Process Update**

**(b) Regulation of Election Process**

Mr Coughlan discussed the circulated legal opinion in relation to this item.

Following feedback received from staff, the Governing Body agreed that they should seek to be fair and balanced to ensure that there is gender balance and appropriate representation from a geographical point of view.

The Governing Body discussed potential options of how to proceed and agreed to the redrafting of the regulations based on their discussions/decisions for their meeting next Friday.

They further agreed to the use of the following terminology in all documentation relation to the staff election process:

12(1)(d) "non-academic staff" be replaced with "Professional, Management & Support Staff"

12(1)(e) "academic and non-academic" be replaced with "all staff"

**ACTION:** *The VPs to prepare draft election regulations documentation for the next Governing Body meeting.*

**3. Academic Council**

The Chair welcomed Dr Brendan O'Donnell to the meeting and invited him to discuss the circulated documentation.

Dr O'Donnell outlined the proposal to move to an interim medium model Academic Council.

The Governing Body agreed in principle to the medium model, subject to a further review of the revised regulations for the purposes of the Act. The revised documentation to be submitted to Governing Body for further consideration at their next meeting.

The Governing Body conveyed their thanks to Dr O'Donnell and he left the meeting.

**ACTION:** *Revised documentation to be submitted to Governing Body for consideration at their next meeting.*

**4. Governing Body Committees:**

**a. Equity, Diversity & Inclusion Committee Terms of Reference - update**

Ms Looney referred to the final draft of the terms of reference which incorporated the comments and feedback given by Governors over the last number of weeks.

The Governing Body approved the final draft of the Equity, Diversity & Inclusion terms of reference as presented and conveyed their thanks to Ms Looney for all her work.

*The Governing Body agreed to take agenda item 7 – AOB before agenda item 6 in order to allow the VPs Corporate and Mr Coughlan to absent themselves from the meeting.*

**7. AOB**

**a. Approval of the Appointment of a Senior Manager Role**

Ms Looney sought the approval of Governing Body in relation to the post of External Services Manager in Tralee. The Governing Body approved the appointment as outlined.

In relation to the minutes of Governing Body meetings, the Governing Body agreed to the releasing of the digest and requested that this be completed and the digests circulated to Governors for their approval at the next meeting of Governing Body.

**ACTION:** *The digests of the Governing Body meetings to be prepared for approval by Governing Body at their next meeting.*

*The VPs Corporate and Mr Coughlan left the meeting.*

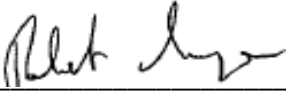
**6. Organisational Structure**

The President discussed her proposals and actions in relation to organising executive functions to ensure the ongoing smooth operation of the business of the university.

The Operational Executive will deal with the ongoing operational activity of the University and held its first meeting earlier in the week. The President referred to her proposal in relation to a Co-ordination Committee who will meet on a monthly basis and her intention to hold Senior Staff Forum meetings to keep all in leadership roles informed.

The Governing Body thanked the President for her update and agreed to reflect on the discussions and to provide feedback to the President at the next Governing Body Meeting.

The Chair thanked Governors for their participation at the meeting this afternoon. The meeting closed at 4.50pm.

Signed:   
Chair of MTU Governing Body

Date: 12 February 2021