

Minutes of the hybrid meeting of the Governing Body of Munster Technological University held on Thursday, 7 April 2022 at 3.00pm at Kerry North Campus.

Note: the meeting was preceded by a presentation on Business and Humanities, by Mr Gerard O'Donovan, Head of Faculty of Business and Humanities, and Ms Mary Rose Stafford, Executive Head of School of Business and Humanities.

Members (in-person): Mr Jimmy Deenihan, Chair
Ms Ursula Barrett
Dr Joan Cleary
Mr Chris Clifford
Mr Peter Somers

Members (via Teams):

Mr Jerry Moloney
Prof. Maggie Cusack
Ms Paula Cogan
Ms Mary Cooney
Mr Martin Dineen
Mr Thomas Doyle
Ms Christina Mandrusiak
Mr Colman O'Flynn
Ms Ingrid O'Riordan
Ms Aisling O'Mahony

In Attendance (in-person): Mr Barry Coughlan, Secretary to Governing Body
Dr Sharon Lawton, Minute Taker

In Attendance (via Teams): Ms Ciara Looney, MTU Kerry Campus
Mr Paul Gallagher, MTU Cork Campus
Ms Geraldine Faherty, Minute Taker

The Chair welcomed all to the meeting of Munster Technological University Governing Body. Apologies were received from Ms Mary Hegarty, Mr Alan Murphy, Prof. Sigbritt Karlsson, and Mr Denis Leamy. Mr J Finucane did not attend the meeting.

Prior to dealing with the agenda, the Chair outlined the procedures for the meeting in relation to confidentiality of the proceedings, all documentation relating to the meeting being confidential and any breach may be a criminal offence under the Act. No recordings of the meeting were permitted, the Teams chat may be enabled to record votes as and when necessary and the only record of the meeting will be the agreed minutes, which will be published in due course. Conflict of interest was addressed; no conflicts were declared.

1. Matters Arising

a. Adoption of agenda

The Chair sought Governing Body approval of the agenda. The Chair spoke to the request for NMCI governance to be included at the last meeting. This would be included on the agenda of a future meeting, hopefully before the end of the academic year, as part of the broader piece on the NMCI once the Grant Thornton review was to hand. A governor referenced particular matters that would be

relevant in terms of this matter, including the committee under the MoU and gender balance of said committee.

The agenda was proposed Ms U Barrett and seconded Dr Joan Cleary.

b. Draft minutes from the meeting of Governing Body held on Thursday 3 March 2022

The minutes of the meeting of the MTU Governing Body held on Thursday 3 March 2022 were discussed, with the following revision suggested:

1. Agenda item 1 (b) Governors requested rewording on the minute relating to Ukraine.
2. Suggested revisions to Agenda Item 15, which the Secretary can address.

Discussion on actions/matters arising from the previous meeting, the following was noted:

- Governors noted the UNESCO chair was to feature on a future EDI Committee meeting agenda.
- A request was noted that the Register of Gifts (Gifts Policy) be circulated to Governing Body.

ACTION: Governing Body to be provided a copy of the Register of Gifts.

Approval of the minutes was proposed by Mr P Somers and seconded by Dr J Cleary with suggested revisions to be addressed.

ACTION: Secretary to revise and finalise the minutes.

c. Pre-meeting Presentation

Governors noted their thanks to Ms Stafford and Mr O'Donovan for their informative presentations. The Governors discussed the presentations with regard to lifelong learning, MTU MoUs, and a suggestion that the Executive consider ways to enhance in-house CPD opportunities for staff.

2. Correspondence

- a. Response to letter dated 24 February 2022 from Mr Simon Harris TD, Minister for Further and Higher Education, Research, Innovation and Science re: National Shortage of appropriate accommodation for students.**

Governors noted the Chair's response to the correspondence received from Minister Harris in relation to the national shortage of appropriate accommodation for students.

Governors noted the University Executive would be working on this matter and that it will be brought before the relevant Governing Body committees in due course.

Governors suggested that the University Executive reach out to Students' Unions in Cork and Kerry and the Accommodations Offices and to include these stakeholders in terms of information regarding student accommodation, including student surveys in terms of preference between on-campus or more central urban based locations for student accommodation.

3. President's Report:

The Chair invited the President to discuss her circulated report.

a. Report and Meeting of University Executive

The President referred to her report and to the many activities that she has been involved in across the University since the last meeting. She recorded her thanks to all staff for all their work in delivering on all aspects of our endeavour. Governors noted that the pop-up restaurant called “Open Doors” at Cork Prison was postponed until after the Easter break.

Governors noted and discussed the reports from the University Executive meetings held on 15 February, 2 March, and 15 March.

A Governor requested that MTU CAO data would be circulated to Governing Body once it comes available.

The President confirmed that, in response to a query regarding conferring, that Governors are welcome to attend. Invitations will be issued to Governing Body in due course.

ACTION: CAO data to be provided to Governing Body when available.

b. Update on MTU’s Transition and Transformation 2022

The President provided an overview on the progress in relation to the three work streams since the last meeting. She discussed executive structures and the Design Authority under workstream 1. She informed Governors that the members of the Design Authority in addition to herself are:

- Prof. Andrea Nolan, Principal & Vice-Chancellor of Edinburgh Napier University
- Prof. Tom Collins
- Mr Cathal McCarthy, Gas Networks Ireland

The President discussed the key strategic themes identified under workstream 2 and referred to the strategic enablers that will permeate throughout the strategy. It was noted that drafts of the strategic plan would go through the Strategic Development Committee in the first instance before coming to Governing Body.

Outcomes and updates will be continuously reported on Workvivo under the Transition and Transformation section providing opportunities for direct input on each theme.

c. Response to HEA re: Climate and Biodiversity

The President confirmed that additional detail in relation to climate and biodiversity will be included in a periodic update to HEA. This is additional detail to be clearly highlighted for HEA.

d. President’s letter to Minister Harris re: Ukraine

The President spoke to her letter to Minister Harris. MTU is keen to support any initiative. The Department has replied and has requested that each university nominate one representative.

Governors welcomed the update and thanked the President for her report.

4. Academic Council:

a. Signed minutes of the MTU Academic Council meeting held on 4 February 2022

Governors noted with thanks the circulated minutes. A Governor suggested that reference to QQI policy alignment might be worded with more clarity.

b. Terms of Reference of the Academic Council Executive Committee

The President has raised the matter of suggested revisions with the Registrars and the Registrars will address same.

5. Human Resources Reports

The Chair invited Ms Looney to present the reports.

Ms Looney confirmed that there were no staff appointments for approval this month.

a. Summary of Appointments Report

Ms Looney referred to the circulated report.

Ms Looney spoke to the issue where jobs have not been filled. There was a discussion in relation to available pay scales, flexibility in relation to same, and the fact that DFHERIS and DPER have a role in that regard. Governors expressed a wish to support any proposals that MTU may wish to make to the respective departments in relation to this matter.

Governors also requested that the summary report detail whether appointments are renewals or new appointments.

ACTION: Summary report template to be updated as requested.

b. Public Sector Numbers (PSN) as of 31st December 2021

Ms Looney highlighted the summary of MTU's position on page 7 of the circulated document. Ms Looney confirmed that the University will meet with the HEA next week and will discuss the current ECF position. Governors noted that PSN as at 31 March will be circulated at the next Governing Body meeting.

6. Risk Register

The Chair invited Ms Looney to discuss the circulated document.

Ms Looney confirmed that there were a number of reductions with regard to the Risk Register within structure, strategy, and finance areas since the last Governing Body meeting. As a result of changes to the timelines in relation the SU merger, that risk has been increased to amber.

7. Finance Committee:

The Chair invited Mr Dineen, Chair of Finance Committee to present this item.

a. Approved Minutes of the Finance Committee Meeting held on 21 February 2022

Governors noted the approved minutes with thanks. In relation to item 10 on the agenda, the President undertook to raise the matter of a crèche on a Cork campus with the University Executive.

b. Draft Minutes of the Finance Committee Meeting held on 28 March 2022

Governors noted the draft minutes and the items requiring approval.

b(i). Annual Budget

Governors, following discussions, approved the Annual Budget, proposed by Mr C O'Flynn and seconded by Ms U Barrett.

8. Arts, Sport & Culture Committee

As the Chair of the Arts, Sport, and Culture was an apology for the meeting, the Chair invited the President to present this item.

a. Approved Minutes of the Arts, Sport & Culture (ASC) Committee Meeting held on Thursday 27 January 2022

The Governors noted the approved minutes with thanks.

b. Draft Minutes of the Arts, Sport & Culture (ASC) Committee Meeting held on Monday 14th March 2022

- Governors noted the draft minutes of 14 March were approved at the Committee meeting on 31 March.
- The President confirmed that the meeting on 31 March was the first meeting of the fully expanded Committee and Governors noted that the Committee was delighted to welcome a staff member from each of MTU's six campuses.
- The President referred to a change of date to the schedule of meetings with the next meeting taking place on 9 May instead of 19 May. There may be a further meeting held in June.

9. Strategic Development Committee Meeting

a. Approved Minutes of the Strategic Development Committee Meeting held on Wednesday 16 February 2022

The Governing Body noted the approved minutes with thanks.

b. Draft Minutes of the Strategic Development Committee Meeting held on Tuesday 22 March 2022

Governors noted the draft minutes with thanks.

c. DFHERIS call re: HE Capital Funding

The Chair invited Mr Gallagher to discuss the submissions. Mr Gallagher discussed the three submissions for the TSSPF funding call, as follows:

1. DnA Combined Extension Project (Bishopstown Campus)
2. Student Hub and Administration Building (Kerry Campus)
3. ADAM Art, Design, and Media (CCAD, Sharman Crawford Street Campus)

Governors noted that the submission deadline has been extended from Tuesday 5th April to Thursday 14th April.

Approval was sought for the three TSSPF applications. Governing Body approved the proposals, proposed by Mr P Somers and seconded by Mr C O'Flynn.

10. Equity, Diversity & Inclusion Committee

a. Approved Minutes of the Equity, Diversity & Inclusion Committee Meeting held on Wednesday 2 February 2022

Governors noted the approved minutes with thanks.

b. Draft Minutes of the Equity, Diversity & Inclusion Committee Meeting held on Monday 21 March 2022

Governors noted the draft minutes. Governors noted the appointment of the remaining four committee members. The next meeting will take place on 25 April.

b(i). EDI Assessment on the Rose of Tralee Proposal.

Governors noted that the minutes of the meeting of 21 March were in draft format, and may require further clarification in certain respects from the Committee at their next meeting. Otherwise, Governors noted the recommendation made by the EDI committee from its perspective in terms of venue hire. A decision will be made on this matter by Governing Body at a future meeting, possibly May.

11. MTU Students' Union – Extension to MOU Milestones

Mr Coughlan briefed Governors on the background of this item. The Chair invited Ms O'Mahony and Mr Clifford to discuss this item.

The Governors discussed the circulated documentation and agreed to the timeline extension MoU as requested, proposed by Mr C O'Flynn and seconded by Mr P Somers.

12. Proposals for Agenda at the next meeting

Mr Coughlan advised Governors that declarations of interest and self-assessment documentation will be circulated in the coming weeks.

Governors suggested that the matter of expiry of certain Governors terms at the end 2022 and potential changes on foot of that be included.

It was also suggested that the matter of the Strategic Development Plan, and the anticipated timing around it, be included.

Governors agreed to an earlier start for the next Governing Body meeting.

The Chair thanked Governors for their valuable contributions this afternoon and noted that the next Governing Body Meeting on 5 May will be a hybrid meeting, held at the Cork Bishopstown Campus. The President echoed the Chair's thanks and appreciation for all of the contributions.

The meeting closed at 6.00pm.

13. Meeting of External Members of Governing Body Only as per s.1.7 of Code of Governance

As per s.1.7 of the MTU Code of Governance, the External members of Governing Body remained in the meeting, to discuss any matters deemed relevant.

Signed:



Chair of MTU Governing Body

Date: 22 June 2022

ADDENDUM

Actions arising from Governing Body meeting on 7 April 2022:

No.	Agenda item No.	Action	To be actioned by
1.	1 (b) Page 2	A copy of the Gift Register to be provided to Governing Body	Secretary
2.	1 (b) Page 2	Secretary to revise and finalise minutes.	Secretary
3.	3(a) Page 3	CAO data to be presented to Governing Body when available	Secretary
4.	5(a) Page 4	A summary of the Appointments Report template to be updated to include additional details re renewals/new appointments	VP Corporate Affairs (Kerry)