

Minutes of proceedings of the Governing Body Meeting

Date: Thursday, 25th April 2019

Time: 10.00am

Location: Institute Boardroom

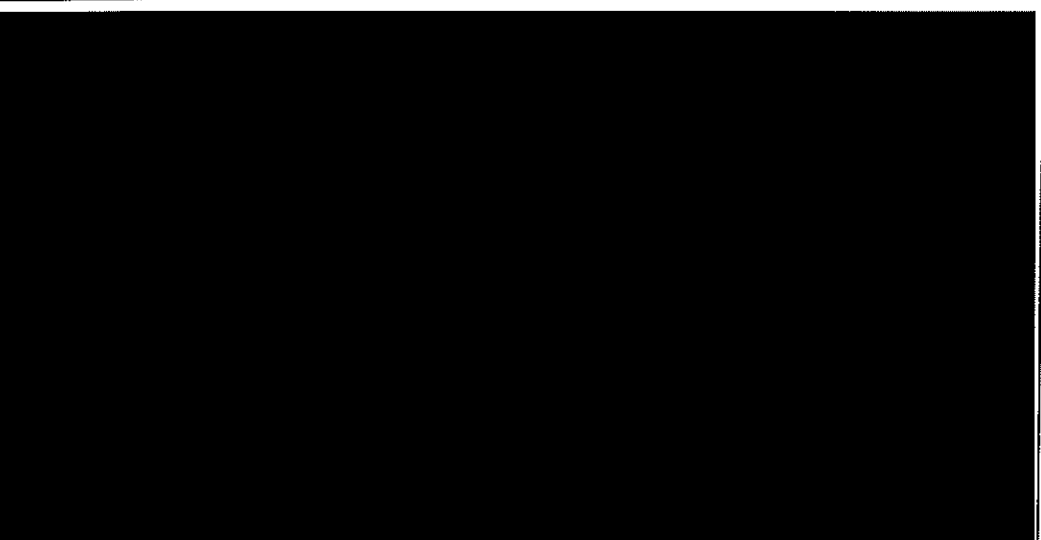
Present: Mr. Cormac MacDonncha (Chair)
Cllr. Niall McNelis
Ms. Celestine Rowland
Mr. Aaron Burke
Ms. Emma Louise Duffy
Mr. Joe Cunningham
Mr. Gareth Roe
Ms. Maire Ní Chlonna
Mr. David Leahy
Mr. Michael Lally
Cllr. Mary Howard
Mr. Michael Geoghegan

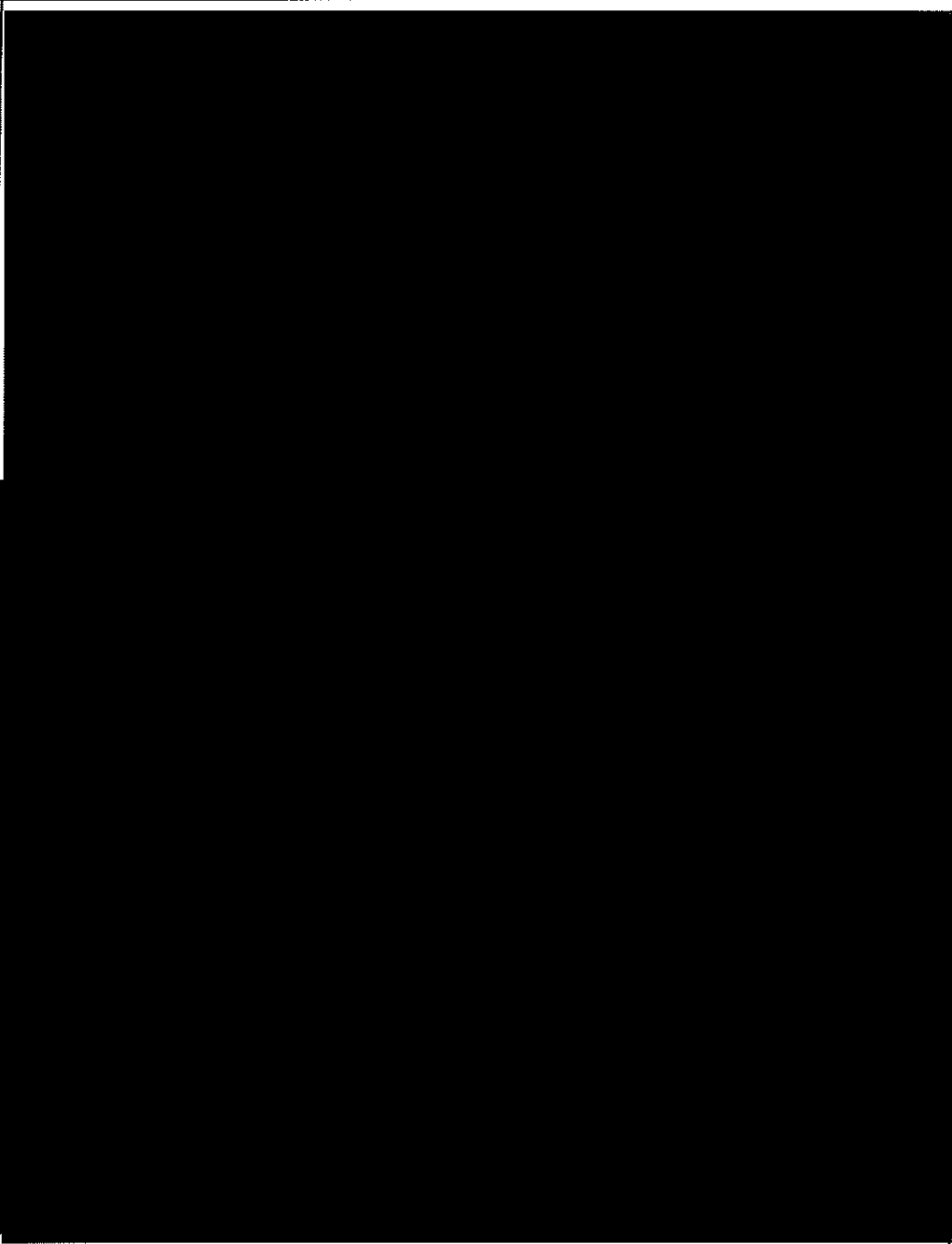
In Attendance: Dr. Michael Hannon, VP for Finance & Corporate Affairs and Deputising for the President
Mr. Jim Fennell, VP for Finance and Corporate Services
Dr. Rick Officer, VP for Research and Innovation
Dr. Des Foley, Deputising as VP for Academic Affairs and Registrar
Ms. Fiona Faherty, Meeting Secretary
Ms. Jean Carpenter, Corporate Governance Compliance Officer
Prof. Neville McClenaghan (Item 7.0)
Ms. Maria Gannon, Mazars (Item 8.1)
Mr. David Lee, Buildings & Estates Officer (Item 11.0)

Apologies: Ms. Mary McGinley
Cllr. Karey McHugh
Ms. Mary Rogers
Mr. Michael Vaughan
Mr. Tom Grady
Cllr. Michael Maher

1.0 Declaration of Conflict of Interest with Agenda Items	
There were no conflicts of interest declared by those present or in attendance.	
2.0 Minutes of Previous Meeting	All
The minutes of the meeting held on 28 th March 2019 were approved on the proposal of Mr. Michael Lally and Mr. Aaron Burke.	
3.0 Matters Arising	All
There were no matters arising.	
4.0 President	MHannon
<p>4.1 President's Report</p> <p>The President's Report which had been previously circulated for the meeting was taken as read.</p> <p>Dr. Michael Hannon reminded the meeting that Minister Mary Mitchell O'Connor was launching the Strategic Plan on Friday 26th May and extended an invitation to the Governing Body members to attend. He added that the GMIT Choir would be performing for the Minister and acknowledged the positive impact the choir was having on staff morale in the Institute. He congratulated them on their recent success in a choral competition.</p> <p>Mr. Gareth Roe asked the board for their views on the TU pre-designation proposal process.</p> <p>Dr. Hannon explained that the process is a two stage process which involves an audit of progress towards achieving the criteria and metrics for a T.U. and a qualitative review to be conducted by an International Panel.</p> <p>The Board discussed the foregoing and agreed to proceed with the two stage process outlined by Dr. Hannon.</p> <p>Cllr. Niall McNellis offered his support as Mayor of Galway and that of the City & County Councils for the process of GMIT becoming a TU.</p> <p>4.2 Media Coverage Report</p> <p>The Media Coverage Report was circulated prior to the meeting and was taken as read.</p>	
5.0 SU Presidents Report	A Burke
<p>Mr. Aaron Burke, President of Students Union provided an update to the meeting. Some points of note are as follows: -</p> <ul style="list-style-type: none"> ➤ The Students Union attended the USI National Congress in Breaffy House and all four motions proposed on the day were accepted. GMIT SU were nominated for best medium delegation and GMIT SU President, Mr. Aaron Burke was nominated as best speaker. ➤ A representative of the European Commission in Ireland has been organised to deliver an informative talk to the students on the EU Elections. ➤ The SU President attended a Programmatic Review in Dundalk IT. ➤ The end of year Ball took place for both Mayo and Galway campuses. ➤ The SU President participated in Governing Body Student Appeals Sub-Committee. 	

<ul style="list-style-type: none"> ➤ NUIG SU President and GMT SU President met with Mayor Niall McNellis regarding a Mental Health Campaign, which is hoped to take place in September. ➤ SU offered its condolences on the passing of 2nd year student Ms. Delirdre Fitzgerald, RIP. 	
<p>6.0 Registrar</p>	<p>D Foley/J Fennell</p>
<p>6.1 Composition of Academic Council</p> <p>The draft Governing Body Regulations for the Election of Academic Staff Members to Academic Council, which were previously circulated, were discussed. The proposed regulations remain the same as those for previous academic council elections with the exception of Item number 3 wherein it was proposed that there be two constituencies, a male and a female, to ensure gender balance. This proposal was agreed by the meeting.</p> <p>It was also agreed to amend the clause pertaining to 'Eligibility to Vote and be Nominated as follows:</p> <p>'A member of the academic staff of the Institute (including all grades to SL III) who is employed during the period beginning on the first day of September preceding the election and ending on the following thirty-first day of August to teach not less than twenty five per cent of the number of hours which whole-time Institute lecturers for the grade are obliged to teach shall be eligible to be a candidate and vote in the election'.</p> <p>The proposal to amend to twenty five percent is to be reviewed together with the option of including Research staff. Mr. Fennell will revert on this at the next meeting.</p>	
<p>7.0 Mayo Campus</p>	<p>N McClenaghan</p>
<p>7.1 Report on Implementation of Working Group Recommendations</p> <p>Prof. Neville McClenaghan joined the meeting and he thanked the Board for the opportunity to present to them.</p> <p>He presented on the progress of the thirty-three recommendations contained in the Working Group Report, highlighting the recommendations that are now complete, those that are in progress and those that have not yet commenced.</p> <p>The meeting discussed the significant concern around the low student numbers on the Mayo Campus. Prof. McClenaghan acknowledged that this is a serious matter that requires immediate action.</p> <p>Prof. McClenaghan outlined a number of opportunities for the Campus including the development and delivery of new online/blended programmes, and the development of relationships between the Campuses.</p> <p>The meeting noted that the report had recommended the removal of €800k in pay costs and student numbers to increase by 25% both of which needed to be achieved simultaneously.</p> <p>Mr. Aaron Burke, Students Union President added that the town of Castlebar should take more responsibility to develop the town and make it more attractive and appealing to students.</p> <p>The Chairman thanked Prof. McClenaghan for his presentation and wished him well in his role. He offered the full support of the Governing Body to the Mayo Campus and emphasised the Board's desire to see the Mayo Campus thrive.</p>	

<p>7.2 Report from Mayo Campus Sub-Committee</p> <p>Dr. Michael Hannon, presented the CAO figures for the Mayo Campus, as were presented to the Mayo Campus Sub-Committee at its meeting on 18th April. Significant concern was expressed with the low projected acceptance figures:</p> <p>The Board discussed the projected acceptance numbers for Business and Sustainable Building Technology and agreed that these were not viable numbers.</p>	
<p>8.0 Corporate Governance</p>	<p>J Fennell</p>
<p>8.1 Governing Body Effectiveness Review</p> <p>Ms. Maria Gannon, from Mazars joined the meeting and presented her report on the 'External Review of Governing Body Effectiveness'.</p> <p>Areas of good practice and opportunities for improvement were highlighted in the presentation including nine recommendations for Governing Body and a further five recommendations across the Governing Body Sub-Committees.</p> <p>Ms. Gannon recommended that a workshop be organised for the Governing Body members to discuss the findings, this was agreed.</p> <p>The Governing Body Effectiveness Review was approved on the proposal of Mr. Aaron Burke and seconded by Ms. Maire Ni Chlonna.</p> <p>8.2 Risk Management: Institute Risk Register</p> <p>This item was deferred to the next meeting.</p>	
<p>9.0 Policy & Procedures</p> <p>9.1 CCTV Policy 9.2 Smoking & Vaping Policy 9.3 Data Protection Policy</p> <p>All three policies above were deferred to the next meeting.</p>	
<p>10.0 HR Matters</p>	<p>J Fennell</p>
	<p>S.37</p>



S.37

11.0 Buildings & Estates

D Lee

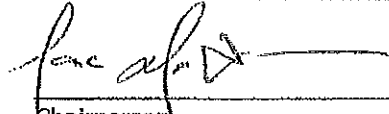
11.1 Campus Master Plan and 11.2 Process for Prioritisation of Capital Projects

Mr. David Lee joined the meeting and made a presentation on the Campus Master Plan. GMIT had commissioned a new Masterplan in 2013/14 and this was reviewed and updated by Taylor Architects in 2015/16.

Investment recommendations include:

- STEM Building
- iHUB Extension
- Galway Northern and Southern Campus
- Murrough
- CCAM
- Potential Land Acquisitions

Mr. Lee noted that if GMIT received the opportunity to move into Bundle 1 of the STEM Building project, that we would be ready to proceed.

<p>Following a very lengthy discussion it was agreed to put Mr. Lee's presentation on SharePoint for the board to review and revert to the next meeting with specific questions. There will be an Agenda item at the Governing Body meeting on 30th May for approval of the process for prioritisation of Capital Projects.</p>	
<p>12.0 Any Other Business</p>	
<p>Mr. Joe Cunningham informed the meeting that Ms. Caroline Bocquel, an external member of the Audit & Risk Committee had resigned from her role on the Committee.</p> <p>As Chair of the Audit & Risk Committee he expressed his gratitude for her significant contribution to the Committee over the last number of years, sentiments which were echoed by other Audit & Risk Committee members present.</p> <p>Mr. Cunningham requested that a letter be issued by the Governing Body to Ms. Bocquel thanking her for her valuable contribution to the Audit & Risk Committee and wishing her the best in her new role.</p> <p>He also informed the Governing Body that an additional Audit & Risk Committee member was now required following Ms. Bocquel's departure.</p>	
<p style="text-align: center;">This concluded the business of the meeting.</p> <p>Signed:  Chairperson</p>	<p>Date: 30th MAY 2019</p>