

Minutes of proceedings of the Governing Body Meeting

Date: Thursday, 31st October 2019

Time: 10.00am

Location: Institute Boardroom

Present: Mr. Cormac MacDonncha (Chair)
Dr. Michael Hannon (Acting President)
Mr. Michael Lally
Ms. Máire Ní Chionna
Cllr. Niall McNelis
Mr. Gareth Roe
Mr. Michael Geoghegan
Mr. Aaron Burke
Mr. Michael Vaughan
Ms. Jayne Cooley
Mr. Joe Cunningham
Mr. Tom Grady
Mr. David Leahy
Cllr. Michael Maher
Ms. Mary Rogers
Ms. Celestine Rowland
Cllr Karey McHugh

In Attendance: Mr. Jim Fennell, VP for Finance & Corporate Services
Dr. Rick Officer, VP for Research & Innovation
Dr. Seamus Lennon, Acting VP for Academic Affairs and Registrar
Ms. Bernadette Donoghue, Meeting Secretary
Ms. Jean Carpenter, Corporate Governance Compliance Officer

Apologies: Cllr Mary Howard
Ms Mary McGinley

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 26 th September 2019, were approved on the proposal of Mr. Michael Lally and seconded by Mr. Gareth Roe.	
3.0 Matters Arising	All
<p>3.1 Item 5.1 Accommodation Mr Jim Fennell, VP for F & CS agreed to follow up on this action and correspond with the HEA and DES re: this matter and to highlight the negative impact it is having on the student numbers.</p> <p>3.2 Item 10.1 Finance Out-turn to 31st August 2019 Mr Jim Fennell, VP for F & CS agreed that the projected revenues for the Catering Company would have to be revised due to the recent fire in the canteen.</p> <p>Mr Gareth Roe advised the Chair that he would like to raise some issues regarding the canteen. It was agreed these could be raised later in the meeting under agenda item 9.0. Capital Projects.</p>	<p>JF asap</p> <p>JF</p> <p>GH/Chair</p>
4.0 President	M Hannon
<p>4.1 Presidents Report The President's report was circulated prior to the meeting and taken as read.</p> <p>Dr Michael Hannon, Acting President highlighted the following items to the meeting; -</p> <ul style="list-style-type: none"> • There shall be a particular focus at academic planning sessions on the structured Masters programme which shall be utilised by the CUA to meet TU criteria; • GMIT conferrings shall take place on 7th & 8th November for the Dublin Road and CCAM Campuses, 15th November in GMIT Letterfrack and 29th November for the Mayo Campus. Official invitations have been issued and all Governing Body members are welcome to attend; • All four nominees for the award of GMIT's Honorary Fellowship 2019 have accepted. The recipients shall be Ms Evelyn O'Toole, Mr Andrew Pike, Professor John Fitzgerald and Dr Camelia Chira. The Governing Body approved the award of Honorary Fellowships to the recipients named above on the proposal of Cllr Michael Maher and seconded by Mr Michael Lally. • There shall be two recipients for the President's Award for Teaching Excellence 2019. Ms Rachel McCarthy, School of Science & Computing and Dr Liam Morris, School of Engineering. The awards shall be presented during the upcoming conferring ceremonies. <p>4.2 Media Coverage Report This report was circulated to the members prior to the meeting and taken as read.</p> <p>4.3 CUA Update and Establishment of TU Sub-committee Dr Michael Hannon, Acting President provided a verbal update to the meeting which included; -</p> <ul style="list-style-type: none"> • CUA Presidents meeting with the HEA; • CUA Landscape funding of funding of €2m up from €1.8m on last years; • CUA welcomes €90m allocation to support TU development across the sector; • TURN Report to be launched by Minister Mary Mitchell O'Connor next week. A copy shall be provided to the Governing Body when available; • Progress being made with consultants RSM and discovery phase is complete; • Minister Mary Mitchell O'Connor and Minister Joe McHugh have expressed a wish to meet with the CUA Presidents. In preparation for this meeting the CUA Presidents met with the DES. It was agreed that the CUA Presidents would meet with both Ministers following the CUA Governing Body Colloquium; 	

<ul style="list-style-type: none"> • CUA Governing Body Colloquium is taking place on 22nd November. Mr William Beausang, Assistant Secretary General, DES is the guest speaker at the Colloquium. <p>The meeting reviewed the draft terms of reference for the TU Sub-Committee of the Governing Body which had been circulated to the meeting by Mr Jim Fennell, VP for F & CS. The meeting agreed the following amendments; -</p> <ul style="list-style-type: none"> • 2) Functions Include an additional bullet point; - <ul style="list-style-type: none"> ▪ Advise on a Governance Structure for a TU • 3) Membership Include under (i) <ul style="list-style-type: none"> ○ GMIT's Corporate Governance Compliance Officer Include an additional point (vi) The Sub-Committee may invite persons with relevant expertise to become members • 4) Meetings Amend item (i) as follows; - The TU Sub-Committee shall meet a minimum of four times a year in each academic year. <p>Mr Jim Fennell, VP for F & CS agreed to make the amendments, as outlined above, to the terms of reference for the TU Sub-Committee and re-circulate to the meeting.</p> <p>The Chair asked members to reflect on nominations for members to the TU Sub-Committee.</p> <p>4.4 Strategic Plan Update Dr Michael Hannon, Acting President, shared the Executive Board's review of the strategic plan 2019-2023 with the Governing Body.</p> <p>4.5 Report from HEA Meeting It was noted that the Chair, Acting President, VP for F & CS and VP for Mayo Campus attended a meeting with the HEA on 27th September. Mr Jim Fennell, VP for F & CS advised that four items were raised with the HEA (i) Interim Review of the Mayo Campus Report (ii) Concern re: lack of funding for CCAM (iii) ██████████ and (iv) Briefing on Murrrough Project.</p> <p>The Chair advised the Governing Body that all issues re: governance had been answered conclusively and that the HEA have been requested to provide a statement that all prior governance issues enquired in to by the HEA and DES are now resolved.</p>	<p>JF 28/11</p> <p>ALL</p>
<p>5.0 Appointment of President – Update from the Sub-Committee</p>	
<p>Mr Jim Fennell advised the meeting that the recruitment process in on schedule and it is expected to make an appointment before Christmas.</p>	
<p>6.0 Corporate Governance</p>	<p>J Fennell</p>
<p>6.1 Governing Body Effectiveness Review – Implementation of Recommendations</p> <p>Ms Jean Carpenter, Corporate Governance Compliance Officer provided a presentation to the meeting on the Governing Body Effectiveness Review 2019. Following the presentation, the meeting reviewed Mazars recommendations and the outcome of the review has been recorded in the 'Progress Report on Implementation of Recommendations arising from Governing Body Effectiveness Review 2019' (attached).</p>	

<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	
<p>9.0 Capital Projects - Quarterly Update</p>	<p>J Fennell</p>
<p>Mr David Lee, Buildings & Estates Manager was welcomed to the meeting. Mr Lee provided a presentation to the Governing Body on the background to capital projects and proposed priority projects.</p> <p>The following items were noted;-</p> <ol style="list-style-type: none"> 1. [REDACTED] 2. CCAM; - It was agreed that Dr Patrick Tobin, Head of School, Galway School of Design & Creative Arts would be invited to the next Governing Body meeting to address the concerns raised by Mr Michael Lally. It was further agreed that it would be an agenda item. 3. It was requested that presentations to Governing Body be circulated in advance of the meeting. It was agreed that Mr Lee's presentation would be circulated to the Governing Body. 4. It was requested that serious consideration be given to the management of items on the agenda. It was noted that the meeting finishing a half an hour earlier than usual is a considerable constraint on the meeting. 	<p>JF</p> <p>President</p> <p>JF</p> <p>Chair/JF</p>
<p>10.0 SU President's Report</p>	<p>A Burke</p>
<p>Mr. Aaron Burke voiced his concern over the constraint on time to adequately present the SU President's Report.</p> <p>Mr Burke highlighted the increased anti-social behaviour issues on Campus which need to be addressed urgently. It was agreed that the Acting Registrar would meet with Mr Burke separately to address this matter.</p>	<p>SL/AB asap</p>

11.0 Finance	J Fennell
<p>11.1 Finance Out-Turn to 30th September 2019 Deferred.</p> <p>11.2 Unit Cost 2017/18 Deferred.</p> <p>11.3 Policy for Employer Pension Contributions for Externally Funded Posts Deferred.</p>	
12.0 Any Other Business	
<p>12.1 Academic Council Dr Seamus Lennon, Acting Registrar requested the approval of the Governing Body to convene a meeting of the Academic Council based on the outcome of the academic council elections taking place today.</p> <p>This was approved by the Governing Body on the proposal of Mr Gareth Roe and seconded by Mr Aaron Burke.</p>	SL
13.0 Meeting without Executive	
Deferred.	
<p>This concluded the business of the meeting.</p> <p>Signed: _____ Chairperson</p>	<p>Date:_____</p>

Governing Body List of Actions 2019

Action Items Reference Nos are explained as follows:

- The first number of the reference relates to the Date of the Meeting
- The second number of the reference relates to the Agenda Item

Action Item	Action	Action Owner	Target Date	Status
29.08.19 – 3	Academic code of practice No 1 to be an Agenda item at the September meeting	Registrar /VP for AA	September	Complete
29.08.19 - 4	Establishment of T.U. Sub-committee to be agreed at September Meeting	President	September	To be Finalised at November Meeting
29.08.19 – 4.4	Circulate the criteria for the award of Honorary Fellowships	President	September	Complete
29.08.19 – 5	Student accommodation to be agenda item at September meeting	Students Union	September	Complete
29.08.19 – 8.1	Strategic Plan for GIHS to be considered at October meeting	President	October	Deferred to November
26.09.19 – 3				
29.08.19 – 8.3	Up-date on status of fee collection to be provided at September meeting	VP for F&CS	September	Complete
29.08.19 -10.4	Governing Body Effectiveness review to be an Agenda item at the September meeting	VP for F&CS	September	Complete
26.09.19 – 11.2				
31.10.19 – 6.1	Implementation of recommendations in Governing Body Effectiveness Review	VP for F&CS	March 2020	Pending
29.08.19 – 10.5	Strategic plans to be developed for: <ul style="list-style-type: none"> - 1. International - 2. Marketing - 3. Communications 	President	1. Pending 2. Pending 3. September	1. Pending 2. Pending 3. Establishment of a Strategic Communications Sub-Committee of the Executive Board
26.09.19 – 6.0	Strategic Communications Sub-Committee of the Executive Board to be established		October	Pending

26.09.19 – 3	Establishment of GIHS Working Group / Review of School/Strategic Plan	Chair & President	Nov/December	Pending
26.09.19 – 4.4	Honorary Fellowship Nominees to be contacted	President	October	Complete
26.09.19 – 5.0	[REDACTED]	VP for F&CS	October	Pending
26.09.19 – 5.1	Institute to write to HEA regarding Accommodation Crisis	VP for F&CS	October	Pending
26.09.19 – 8.1	Draft Mayo Campus Strategic Plan	President	November	Pending
26.09.19 – 8.1	Unit Cost Figures 17/18	VP for F&CS	October	Pending
26.09.19 – 8.1	Update from meeting with HEA	President	October	Complete
31.10.19 – 7.1	VP Mayo Campus to provide interim report	President	December	Pending
31.10.19 – 9.0	Head of School of GSDCA on CCAM Upgrade	President	November	Pending
31.10.19 – 9.0	B & E Manager's presentation to be circulated	VP for F&CS	November	Pending
31.10.19 – 11.1	Finance Outturn to 30 th September 2019	VP for F&CS	November	Pending