

GOVERNING AUTHORITY MEETING

Report of meeting of Thursday, February 27th 2020
3.00pm, AG01, Albert College, DCU Glasnevin Campus.

PRESENT:

Dr Martin McAleese, Chancellor (Chair)
Mr Michael Burke
Ms Aisling Fagan
Ms Christine Farrell
Cllr Jimmy Guerin
Prof Eithne Guilfoyle
Ms Rachel Hussey
Prof Dorothy Kenny
Prof Brian MacCraith
Prof Caroline McMullan

Dr Jean-Paul Mosnier
Prof Gary Murphy
Dr Noel Murphy
Ms Orla Nic Aodha
Ms Deirdre O'Connor
Mr Terence O'Rourke
Mr John Power
Ms Kathy Quinn
Dr Declan Raftery
Dr Mary Shine Thompson

APOLOGIES:

Mr James Corcoran
Ms Sharon McCooey
Ms Kara McGann
Ms Brid Horan

Ms Lynette Fay
Ms Amy Donohue
Ms Bernie Gray
Mr Pat Gilroy

IN ATTENDANCE:

Ms Marian Burns
Mr Ciaran McGivern

Prof Daire Keogh
Ms Marie Mellett (recording secretary)

WELCOME

The Chancellor welcomed members to the meeting and noted the apologies. The Chancellor extended a special welcome to Cllr Jimmy Guerin, the newest member of Governing Authority. The COO will arrange an induction for JG and this will also be available to any member as a refresher.

The Chancellor noted that this was Prof Daire Keogh's first meeting as President Elect. The members congratulated Daire and wished him every success when he assumes his new role in July.

The agenda was adopted.

The Chancellor enquired if there were any interests/conflicts in relation to any item on today's agenda that required a declaration on the part of a member(s) – None were declared.

1. MINUTES OF GOVERNING AUTHORITY MEETING OF 06TH DECEMBER 2019

Approved by the Authority subject to minor corrections.

2. REPORT OF THE GOVERNING AUTHORITY MEETING OF 6TH DECEMBER 2019 FOR WEB PUBLICATION

Approved by the Authority

3 REVIEW OF ACTION ITEMS

Action 1: moved to April meeting

Action 2: Agenda item 5

Action 3: Complete

Action 4: Complete

Action 5: Agenda item 5

Action 6: Agenda item 5

Action 7: Ongoing

Action 8: Agenda item 12

Action 9: Ongoing

Action 10: Agenda item 16

Action 11: Agenda item 5

Action item 12: Agenda item 5

Action item 13: Complete

Action 14: Complete

Actions to be tracked:

Action 1: Ongoing

Action 2: April meeting is to be held in Matheson

Action 3.1: Agenda item 10

Action 3.2: Agenda item 10

Action 4: Agenda item 10

Action 5: Complete

4 MATTERS ARISING

None

5 GOVERNANCE

5.1 Self-Assessment Report

The Chancellor thanked those who had completed and submitted the questionnaire. He indicated that the meeting would dwell only on the questions with responses lower than 4 or where there was confusion as to what the question was directed at. Following this the general comments on the last page of the questionnaire would be reviewed.

After a thorough discussion on these issues the members were asked to consider if there were any recommendations arising from the questionnaire that if implemented would improve the effectiveness of GA. It was the unanimous view of the members that there were no such recommendations.

It was agreed that the COO would prepare a short report to reflect this outcome.

5.2 Annual Plan

The Chancellor noted that this was the first work plan for an academic year and that its contents would be reviewed during the course of the year. It was agreed that a presentation from the Students Union President on the Student Experience would be included in the agenda for each April meeting on an annual basis.

5.3 Strategic Finance Advisory Committee

The Chancellor noted that the appointment of Mr Joe Quinsey to the Strategic Finance Advisory Committee had been approved electronically.

5.4 Sub-Committee on Equality, Diversity and Inclusion

It was agreed that an Equality, Diversity and Inclusion sub-committee of the Governing Authority would be established in accordance with the recommendations of the Department of Education and Skills Gender Action Plan. Membership of the committee will be drawn from both the Authority and staff members to include the Director of HR. A Terms of Reference for this sub-committee will be brought to the Authority for approval.

5.5 Chairs of Governing Bodies

The Chancellor informed members that an IUA paper on future funding of 3rd level institutions will be circulated to all political parties and hopefully the contents would be reflected in the programme for government of the next Government. Chairs of Governing Bodies may be asked for support when the formation of government becomes clearer.

The Chancellor further informed members that he hoped that a meeting between the chairs of Governing Bodies of Irish universities and the UK Committee of UK Chairs would take place soon.

FOR DISCUSSION

6 PRESIDENT'S REPORT AND UNIVERSITY OFFICERS' REPORTS

President's Report

1. HE Sectoral Issues DES/HEA/IUA:

General Election 2020

The IUA are seeking to develop a new partnership with the Government, 'Partnership for Change'. This partnership is based on two core principles:

- A reformed governance relationship that will strengthen accountability and provide a more flexible environment to enable universities to respond to the needs of the nation and

- A sustainable long-term funding model and an interim investment programme that addresses short to medium term realities.

This model would require €300m per year and as an interim solution the IUA proposes that the Government partially restores the funding deficit through a combination of core expenditure and a drawdown of additional funds from the National Training Fund reserves.

Senior Academic Leadership Initiative (SALI)

DCU had 2 of their 3 posts approved, Prof in Computer Sciences and Prof of Plasma Physics. This is a positive development for the University in two areas of global under representation of women. The recruitment process for both positions has commenced.

Human Capital Initiative

This initiative will allocate €300m to HEIs over the next five years aimed primarily at addressing talent needs for key areas of the Irish economy. A high level Working Group has been set up due to the importance and scale of this initiative. The Working Group has engaged in intensive discussions with a range of industry and HEI partners with a view to developing curricular initiatives aimed at the future proofing of our graduates. A significant amount of the funding will be spent on developing programmes that could radically change what DCU do.

2. Internal Issues:

DCU at 40 celebrations

A year long programme was circulated of events that had been developed to mark DCU celebrating 40 years as a Higher Education Institution. The events will showcase the many achievements of staff, students and alumni and will also take the opportunity to look ahead to the coming decades.

3. Recent Developments / Events

Research Funding Success

Prof Noel O'Connor, School of Electronic Engineering led a successful €49m funding proposal, the largest non-capital research investment ever made by the Irish Government. Over the next six years this initiative will harness the power of data analytics, machine learning and artificial intelligence.

New Partnership with CombiLift

An MOU was recently signed with CombiLift and was attended by the Minister for Business, Enterprise and Innovation, CEO of CombiLift and the DCU President. This MOU is important not only in terms of economic engagement in our region but also in terms of the Human Capital Initiative. This agreement will focus on delivering staff and student placements, career opportunities for DCU graduates, curriculum and programme development, industry and manufacturing focused workshops.

Accenture Women on Walls at DCU

A partnership between DCU, Accenture and Business to Arts was announced. The 'Accenture Women on Walls at DCU' will recognize the pioneering achievements of a group of extraordinary women who excelled across a range of STEM disciplines. Portraits of these 5 women will be commissioned through a competition coordinated by Business to Arts and the new portraits will hang in the DCU Future Tech Building. The President thanked Mary Shine Thompson for her help in achieving this partnership.

Sporting Successes & Developments

For the fifth time, DCU Dochas Eireann, Men's Gaelic Football team won the Sigerson Cup. DCU Men's soccer team, for the first time won the Collingwood Cup and both the Men's and Women's Athletics Teams finished first overall at the Irish Universities Athletics Association national indoor athletics championships.

James Galvin, Director of Sports and Wellbeing helped in the marking of another sporting milestone with the signing of a three-year partnership with Athletics Ireland.

General Election Successes

For the first time a DCU Staff member was elected to Dail Eireann. A celebration to mark this is being held next week.

Honorary Doctorate Ceremony

There was a large attendance in the Helix for the conferring of Mr Jim Galvin. A significant feature of the ceremony was a very impactful address delivered by him.

Next week DCU are launching 'DCU Impacts' which stems from the UN sustainable goals. Staff and students were asked their opinions as to what would happen if DCU did not exist. The report will capture DCU's societal impact.

The President informed the Authority that he has been appointed to chair the Commission on the Future of Irish Public Service Broadcasting and noted it is a very important role for the university to be engaged in.

The President noted that he and the COO had a meeting with Eoin O'Broin TD regarding Student Accommodation. It was a very positive meeting, with EOB understanding the challenges. DCU was the first institute to meet with him. He plans to meet with all remaining institutes to develop a consensus regarding funding for maintenance of student accommodation before approaching the government.

Director of Finance Report

The Director of Finance provided an update noting that the university had a small surplus against the breakeven budget for the period ended 31 December 2019. For the same period the commercial group of companies continue to trade well, which represents a favorable budget variance.

The Director of Finance informed the Authority that a lot of work is going on in relation to Coronavirus and how it will impact the commercial companies. Plans are being put in place with the information currently available. Already DCULS have had groups of international students cancel. DCULS is currently seeking alternatives to international students.

In response to a question on insurance cover in the event of cancellations the Director of Finance noted that such cover is in place but compensation depends on when the cancellation occurs. The Director of Finance also noted that the university has insurance cover in the event of a Government instruction to close.

Director of Human Resources Report

No update

Vice- President of Academic Affairs

No update.

Chief Operations Officer

The Chief Operations Officer (COO) informed the Authority that planning permission has been granted for 1240 new student beds on the Glasnevin Campus. The planning includes the demolition of Larkfield Residences and the construction of a new ten storey block in its place. The DCU Finance Team is in discussions with ISIF regarding the funding of this project. Enabling works will begin this summer.

At the meeting with Eoin O’Broin regarding student accommodation it was explained that the university has always kept its prices as low as possible but now investment is needed to meet demand and balance operational costs. DCU still offer the lowest rent prices in Dublin. The construction of the all-weather pitch on the St Patrick’s campus has begun and is due for completion in early September.

DCU have placed hand sanitizers in key locations across all academic campuses. Contingency plans are being put in place based on current information. Eight students in China were contacted and advised to come home to which they complied. Any staff and students who were in China over the Christmas holidays were monitored according to procedures until each individual had completed the 14 days isolation. DCU is in constant communication with the HSE and with counterparts in the UK to ensure all reasonable planning is in place in the event of cases of the virus being detected in Ireland.

7 HEALTH AND SAFETY ANNUAL REPORT

The Chancellor welcomed the Health and Safety Manager, Ms Paula Kierans (PK), to the meeting. The following are some of the points she made in a very comprehensive presentation:

- Each year a Health and Safety Annual Report is submitted to the Risk Advisory Committee (RAC).
- She sits on numerous committees and chairs the Health and Safety Consultation Group
- When she first joined DCU the process of Hazard Identification and Risk Assessment varied across different units and faculties. Now a standardised approach has been adopted which is linked to the Health and Safety Risk Assessment.
- Incident reports have now moved away from paper to being digitalised. This leads to quicker response times. She noted that there is a higher number of incident reports as reporting has been made easier and she is satisfied that all incidents are being reported. She also noted that there is a very low number of claims given the footfall on campus.
- DCU have 106 First Aid Responders and 20 defibrators across campuses. In accordance with legislation enacted in 2015 organisations can legally store and administer certain medicines in an emergency. Eight staff on the Glasnevin Campus have been trained to provide this service across all campuses.

- DCU has 320 fire wardens. The Health and Safety Office have put systems and procedures in place to reduce nuisance alarms.
- The University's Major Emergency Management Handbook has been updated and tested through a desktop exercise recently on the St Patricks Campus. Security responded well utilising the procedures recommended in the updated handbook.
- The Health and Safety office created an online Manual Handling Training Course for DCU staff and students which is available on Loop.
- For 2020 the Health and Safety Office intends to introduce training based on a job title i.e what role needs what level of training.

The Chancellor thanked Paula Kierans for her presentation.

8 RISK COMMITTEE

8.1 Report of meetings of 7th February 2020

Noted by the Authority

8.2 Minutes of meeting of 22nd November 2019

In the absence of the Chair of the Risk Committee the COO reported as follows:

- The 2020 Work Plan has been agreed.
- The Risk Management Policy has been updated. This is carried out on an annual basis.
- The Head of Assurance Services in Heriot-Watt University will give a presentation at April's meeting on how Heriot-Watt rolled out its Risk Appetite Statement.
- Discussions are ongoing on the merger of the GA audit and risk committees. A concept plan will be developed by both chairs and presented to GA.
- A blank paper exercise for Governing Authority to help identify risks for the Institutional Risk Register will be conducted at the April meeting - at the beginning of the risk cycle.

8.3 GARC Annual Report 2018/2019

The Authority noted that the GARC Annual Report 2018/2019 is very comprehensive and user friendly. The Chancellor asked the COO to convey the GA's thanks to the chair and members of the GARC.

FOR DECISION

9 CAPITAL EXPENDITURE

9.1 Campus Residences – College Park

The COO is seeking Governing Authority approval for expenditure to complete fire safety up-grades to blocks 12-19 in College Park Residences. This arises from a report conducted by Factfire, fire consultants, and an internal review of the report's recommendations by DCU's own Fire Safety Officer. Initial works were completed in House 11 as a test case for both costs and feasibility of completing the works and maintaining normal operations. A tender has not been competed but figures are based on the cost of House 11.

On completion of the works, a fire inspector will inspect all of College Park in order to grant a 'regularisation' of the fire certificate to College Park Residences.

Approved by the Authority

9.2 Public Realm Phase III

Phase I and Phase II of the Public Realm works have been delivered within budget. The COO is seeking approval to sign a contract for the final phase, Phase III, to address deficiencies in the public space between the Inter-Faith Centre and the main canteen. DCU procurement have approved the works as an extension to the current contract.

Approved by the Authority

The COO also informed the Authority that additional public realm plans are being finalized for the St Patrick's Campus. These works are being funded by the capital surplus following the sale of land on Griffith Avenue and the purchase of the land adjacent to the O'Reilly Library.

10 QUALITY PROMOTION OFFICE

10.1 Summary Review Report for Student Support and Development

Deirdre O'Connor reported that she had met with The Director of the Quality Promotions Office, received the Peer Review Group Report and the Quality Improvement Plan to help her prepare an overview of this summary review report.

She noted that there has been an improvement since the previous quality review and that the Peer Review Group had referenced strong leadership within the unit. The office has grown and it was recommended that the unit review its structure and staff development.

Overall this was a positive Quality Review and work has commenced on the Quality Improvement Plan.

Approved by the Authority

10.2 Summary Review Report for the Office of Student Life

Deirdre O'Connor reported that she had met with The Director of the Quality Promotions Office, received the Peer Review Group Report and the Quality Improvement Plan to help her to prepare an overview of this summary review report.

Although it does not have a direct reporting line to the university the Office of Student Life (OSL) had volunteered to undertake a quality review. Recommendations arising from the review will be implemented with support from the university.

It was agreed that as the OSL has its own reporting structures this Quality Review Report will not be published.

Noted by the Authority

10.3 Summary Review Report for the Office of the Chief Operations Officer

Deirdre O'Connor reported that she had met with The Director of the Quality Promotions Office, received the Peer Review Group Report and the Quality Improvement Plan to help her prepare an overview of this quality review report.

She noted that this office has evolved significantly. The Peer Review Group gave a positive report noting the strong leadership and good engagement during the review process. A number of recommendations such as reviewing the structure of the office are incorporated in the Quality Improvement Plan. A recommendation to procure a dedicated software solution for the distribution and workflow of committee related documents is already completed by the introduction of Convene - adopted for today's meeting

Approved by the Authority

It was agreed that Deirdre O'Connor or the Director of Quality Promotion and Institutional Research would provide progress reports at the April meeting on the implementation of the School of Mathematical Sciences and the Office of the VP for External Affairs QulPs approved by GA at its February 2019 meeting.

It was noted that the QPO Annual Report for 2018/19 is now due and should be presented at the April meeting

11 HONORARY DEGREE APPROVAL

The Honorary Degree Sub Committee are recommending five candidates for approval for an Honorary Degree.

Approved by the Authority

12 STUDENT INFORMATION SYSTEM UPDATE

Ellucian the preferred vendor has begun working on the project and has already made a significant impact by creating a detailed roadmap. Costs remain on budget.

FOR NOTING

13 PERSONNEL MATTERS

The Director of Human Resources presented the following candidates for approval:

- Prof Dermot Brabazon for appointment as Full Professor, Faculty of Engineering and Computing.
- Dr Stephen Daniels for appointment as Professor, Faculty of Engineering and Computing
- Dr Martin Crane for appointment as Professor, Faculty of Engineering and Computing.
- Dr Mark Roantree for appointment as Professor, Faculty of Engineering and Computing.
- Dr Shane Corbet for appointment as Professor, DCU Business School

Approved by the Authority

14 GOVERNING AUTHORITY 2020 MEETING DATES

- Thursday 23rd April – Matheson
- Friday 26th June – Albert College
- Thursday 10th September
- Thursday 29th October
- Friday 04th December

15 ANY OTHER BUSINESS

The Student’s Union President informed the Authority that the rent increases in DCU and nationwide have been a cause of great concern for students. It was agreed that the University would consult with the Students Union when considering similar increases in the future,.

16 NEXT MEETING

Thursday April 23rd.

The Chair

Date

Action Items:

<i>Action</i>	<i>Person responsible</i>	<i>Deadline</i>	
1	Presentation on Academic Affairs approach to academic quality assurance.	Vice-President Academic Affairs	April 2020 meeting
2.	Discuss approaching significant graduate employers	Chancellor and Sharon McCooey	Ongoing
3.	Induction for Cllr Jimmy Guerin	COO	Before April 2020 meeting
4.	Presentation on the Student Experience	Students Union President	April 2020 meeting
5.	Vice President of External Affairs to present on International Affairs	Chief Operations Officer	2020
6.	Establishment of GA Equality, Diversity and Inclusion Sub-Committee	Chancellor and COO	April 2020 meeting
7.	Progress reports on implementation of QulPs for the School of Mathematical Sciences and the Office of the VP for External Affairs	Deirdre O’Connor or Director of	April 2020 meeting

		Quality Promotion and Institutional Research	
8.	QPO Annual Report 2018/2019	DQI&IR	April 2020 meeting
9.	GA to carry out a Blank Paper Risk Assessment exercise	COO	April 2020 meeting

Items to be tracked:

Action		Person responsible	Deadline
1.	Quarterly progress reports on each risk in the Institutional Risk Register	President	Every 2 nd meeting – next update April Meeting
2.	Meetings of GA to be held at different locations	COO	April 2020 meeting will also be off campus. From September 2020 every 2 nd meeting will be held off campus.
3.1	Review of QulPs in the second year of implementation and each Quality Review Summary Report to highlight recommendations in tabular form	Deirdre O'Connor	After one year of implementation at February Meeting
3.2	Each quality review self-assessment be accompanied by a view on the extent to which it is aligned with the strategic principles of the University	Deirdre O'Connor	On-going
4.	Brief dialogue on how the Quality Reviews are aligned with Risk and Audit	Director of Quality Promotion and Institutional Research	Annually at February meeting
5.	Update of GA Annual Work Plan	COO	On-going