

Minutes of Nominations Committee Meeting

Date: Friday, 17th June 2022
Time: 4.00pm, via Microsoft Teams

Chair: Professor Patrick Prendergast

Attendees: Ms Ruth Beadle
 Mr Kevin Lewis

In attendance by invitation of the Governing Body:
 Professor Veronica Campbell (Incoming President)

In attendance by invitation of the Governing Body:
 Ms Elaine Sheridan, Vice President for Corporate Affairs & Finance
 Mr Cormac O'Toole, Vice President for Corporate Affairs

Secretariat: Mary Clare Coogan

Item Title	
1.	<p><u>Terms of Reference</u> Ms Sheridan advised that the Terms of Reference for the Nominations Committee were approved by the Governing Body at its meeting on the 24th May 2022.</p> <p>AGREED To adopt the Nominations Committee Terms of Reference.</p>
2.	<p><u>Governing Body External Members Candidate Brief</u> Ms Sheridan presented this document and noted, as agreed, that SETU would be seeking an additional 5 external members to serve on the Governing Body. She proposed for today's discussions, that the committee would particularly look at the competencies outlined in section 4.2 of the candidate brief. Once approved by the committee the document will be forwarded to the HEA for approval.</p> <p>A discussion took place regarding the competencies and the appointment process. A question was raised as to how much the committee were constrained with regard to encouraging people that have these competencies to express an interest. It was noted that 5.3 of the candidate brief sets out the appointment process and it was agreed that the committee should be very cautious in this regard, and not direct the process. The general consensus of the committee was that SETU are seeking high quality business people, and industry people as external members of its Governing Body. It was noted that such people may not be inclined to apply unless it is drawn to their attention through advertisement and publicity of the Candidate Brief. A suggestion was made that the committee provide some suggestions as to the best venues to advertise that an opportunity exists to submit an expression of interest in serving as an external member of the Governing Body of SETU.</p> <p>Prof Campbell advised the committee she had met with Mr Alan Quirke, Director, Ireland South East Development Office and they discussed the different categories within Ireland South East - life sciences, tourism etc. and they have an industry leader who is leading out on each of those categories, and she suggested that we may disseminate in a targeted way across the sectors that Ireland South</p>

East represents, and that are aligned with our areas also. It was noted that the Regional Skills Forum has something similar with the various industry groups and perhaps that may be another avenue. Mr O'Toole advised that Mr Edmund Connolly, SETU's Regional Skills Forum Manager could assist with this.

Mr Lewis indicated he wished to note the importance in ensuring that out of academia there is real community representation, as sometimes they are the kind of people that can bring different perspectives to a Board which can be very useful.

AGREED To approve the list of competencies and forward to the HEA for their approval.

3. Process for the election of Student Members & Staff Members

Student Members

A discussion took place regarding student members and it was recognised that under the current legislation there is provision for two undergraduate students and one postgraduate student.

AGREED To write to the two existing Students Unions asking for their nominations as provided for in the legislation, highlighting the need to have nominees of both genders.

Staff Members

The Chair stated he felt that competencies should also be introduced into this constituency to some extent. He went on to say that the type of competencies that the Governing Body would benefit from in his view, are academics that have knowledge of academic leadership including representation of academic staff interests on committees of the university, knowledge of how to interact with industry and are engaged in high quality research. With regard to the PMSS staff, he suggested to perhaps look for a competence in the delivery of academic administration and student support services, and to bring forward an understanding of how the administration of a university works which would assist in helping the Governing Body to make good decisions.

Mr O'Toole suggested that the same list of competencies agreed by the committee for external members be used in this regard. Ms Sheridan referred to what the Chair had outlined as a potential competency and suggested that the following be added to the list: 'Professional Excellence in the delivery of Academic Administration and Student Support Services.' **AGREED** To add the above to the list of competencies.

A discussion took place regarding the staff election process. It was noted that there were 3 academic staff positions and 1 PMSS staff position to be filled. With regard to the election of academic staff, the Chair suggested the committee introduce a constraint that at least one should be of a different gender, and at least one from each campus. He stated it would be beneficial for the Governing Body to have at least one academic working in the different campuses as this brings a knowledge on to the Board when it comes to decision making. He referred to other organisations who have senior academics elected onto their Boards who bring with them a lot of experience - sometimes of working in other universities internationally. In addition, he said it would be beneficial to have early career academics on the Governing Body, and they bring their own perspective on developing an academic career. He felt that if SETU can get that level of competence on to the Governing Body it would be very beneficial. The committee indicated their support for what the Chair had outlined and agreed that diversity was the key word: diversity of location, gender, discipline and profile, and should be a key principle. **AGREED** Taking into account the discussion that had taken place, the Chair asked the VP's for Corporate Affairs to come back to the next meeting with something practical based on that principle.

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	<p>A brief discussion took place with regard to the electorate and the need for an agreed threshold for who is eligible to vote and be nominated.</p> <p>AGREED</p> <p>For the next meeting the VP's for Corporate Affairs to:</p> <ul style="list-style-type: none">➤ prepare a draft paper on Election Regulations - focusing in the first instance on the PMSS elections, and present to the committee for approval➤ draft correspondence to the Student's Union inviting representation on the Governing Body.
4.	<p><u>AOB</u></p> <p>AOB The next meeting of the Nominations Committee is scheduled to take place on Friday 24th June at 8.00am</p>