Minutes of Policy Committee meeting

Date: Wednesday, 6th May 2026
Time: 3.00pm, via Microsoft Teams

Chairperson: Mr Kevin Lewis

Attendees: Dr Greg Doyle

In attendance by invitation of the Governing Body:
Professor Veronica Campbell, President
Ms Elaine Sheridan, Vice President Governance/University Secretary
Ms Susan Green, Corporate Compliance & Risk Manager

In attendance by invitation:
Ms Shauna Whyte, VP People Culture & EDI (Items 2.1 & 2.2)
Dr Allison Kennelly, VP EDI (Items 2.3, 2.4 & 2.5)

Secretariat: Ms Annette Byrne

Item	Title
1.	**Chairperson's Opening:**
1.1	Chairperson's opening notes NOTED The Chairperson welcomed and thanked all for their attendance. Confirming the meeting was quorate, he commenced the business of the meeting.
1.2	Conflict of Interest Declaration NOTED The Chairperson asked members if they had any conflicts to declare particularly associated with items on the agenda. No member present declared a conflict for this meeting.
1.3	Approval of minutes: 11th February 2026 AGREED To approve the minutes of 11th February and to upload to the website.
2.	**Policies for Review & Renewal:**
2.1	Probation Policy NOTED Ms Whyte was welcomed to the meeting and provided an overview of the Probation Policy, outlining its context, purpose, scope, and the processes that must be followed by staff and managers. She advised that a consultation period had been undertaken and that the policy had undergone legal review. The committee sought further clarification on a number of matters, and it was therefore suggested that references to newly promoted staff be removed to allow additional consideration to be given to this area. AGREED Subject to the amendment re newly promoted staff, it was agreed that the Probation Policy be recommended to the Governing Body for approval.

2.2	Voluntary Campus Transfer Policy NOTED Ms Whyte advised that the policy has been operating effectively since its introduction and following a scheduled review in line with the required renewal date, a number of minor amendments have been proposed. She noted that engagement and consultation had been undertaken with all staff union bodies in accordance with established processes. AGREED It was agreed that the Voluntary Campus Transfer Policy be recommended to the Governing Body for approval. The Chairperson thanked Ms Whyte for her updates and she left the meeting.
2.3	Sexual Misconduct Student Policy & Procedure NOTED Dr Kenneally was welcomed to the meeting and commenced by providing an overview of the Sexual Misconduct Student Policy and Procedure, outlining its context, purpose, relevant definitions, reporting lines, available supports, and confidential disclosure options. The committee sought further clarification on a number of matters. Dr Kenneally noted that the policy had undergone engagement and consultation processes and had been benchmarked against existing policies and learnings from other universities. Following discussion, a number of minor amendments were suggested. AGREED Subject to minor amendments, it was agreed that the Sexual Misconduct Student Policy & Procedure be recommended to the Governing Body for approval.
2.4	Equality, Diversity & Inclusion Policy NOTED Dr Kenneally continued by informing the committee that the Equality, Diversity and Inclusion Policy had been reviewed as part of a scheduled periodic review. She noted that no amendments had been made since the last approval, as the policy remains fit for purpose, up to date, and aligned with current legislation and organisational practices. AGREED It was agreed that the Equality, Diversity & Inclusion Policy as presented be recommended to the Governing Body for approval.
2.5	Equality Statement NOTED Dr Kenneally informed the Committee that the Equality Statement had been reviewed as part of a scheduled periodic review. She noted that no changes or amendments are proposed at this time, as the Equality Statement continues to adequately meet organisational and legal requirements. AGREED It was agreed that the Equality Statement as presented be recommended to the Governing Body for approval. The Chairperson thanked Dr Kenneally for her updates and extended congratulations to the SETU EDI Office on its success at the recent Education Awards 2026. Dr Kenneally then left the meeting.
3.	**AOB:** NOTED The Chairperson enquired about the appointment of an additional member to the Policy Committee, as highlighted in the recent Effectiveness Review. The VP Governance indicated that a number of changes to committees are being implemented and that this matter could be considered for the next academic year. There being no other matters to attend to, the Chairperson thanked all for their contributions, and closed the meeting at 4.15pm.

Approved: *Mr Kevin Lewis*
Chairperson

Date: 11th June 2026