



## **Governing Authority Schedule of Reserved Decisions and Delegated Authority**

The Universities Act 1997 (**Act**), as amended by the Higher Education Authority Act 2022, sets out the functions of the Governing Authority. To assist in its performance of these functions, the Governing Authority may appoint such and as many committees as it thinks necessary, and may assign to those committees such of its functions as it thinks fit (Section 18.4). Furthermore, the Governing Authority may also delegate such functions as may be appropriate to the President of UCD (Section 18.1B).

The purpose of this document is to set out in clear terms which functions/decisions the Governing Authority reserves for itself, and which functions/decisions it delegates to specific committees or the President.

This schedule was approved by the Governing Authority on 2 November 2023 and shall remain in effect until such time as they are amended or revoked by the sitting Governing Authority.

This schedule should be read in conjunction with the Manual of the Structures and Procedures of the Governing Authority and the Governing Authority Standing Orders.

### **1. Reserved Decisions**

#### **1.1. Financial**

- 1.1.1. To approve the annual report, financial statements and Annual Governance Statement of the University.
- 1.1.2. To approve the annual budget of the University and all significant financial procedures.
- 1.1.3. To approve the establishment of any subsidiaries of the Universities, wholly owned or otherwise, and any joint ventures.

#### **1.2. Capital Expenditure**

- 1.2.1. To consider and approve investments, capital projects and acquisitions of the University or its subsidiaries, in excess of €3million.
- 1.2.2. To consider and approve contracts which have been sealed by the University, by joint ventures of the University or its subsidiaries, in excess of €3million.
- 1.2.3. To approve the University's Campus Development Plan and keep the plan under active review.
- 1.2.4. To approve major infrastructural investments and physical development of the campus.

#### **1.3. Disposal of Assets (Including Land)**

- 1.3.1. To consider and approve the retirement and disposal of all land of the University and to consider and approve any other significant disposals and retirement of assets of the University in excess of €3million.
- 1.3.2. To consider and approve the disposal of an asset, of any value, where competitive tendering has taken place and the highest bid was not accepted.
- 1.3.3. To consider and approve the disposal of an asset of over €150,000 to a charitable organisation or equivalent, or which are not put to a competitive tendering process.

## 1.4. Commercial Arrangements

- 1.4.1. To consider and approve the granting of access to property or infrastructure for commercial arrangements with third parties with anticipated value at or above €150,000 per annum.

## 1.5. Statutes and Regulations

- 1.5.1. To approve University Statutes and any regulations.
- 1.5.2. To approve regulations for the selection, election, nomination or appointment of members to the Governing Authority.
- 1.5.3. To adopt and/or approve any Codes including the Code of Governance for Irish Universities, Codes of Conduct for members or employees or any relevant governance instruments such as standing orders, terms of reference or procedures regulating the business of the Governing Authority or its committees.

## 1.6. Senior Appointments

- 1.6.1. To appoint the President, Registrar, Bursar, Vice-Presidents, and College Principals.
- 1.6.2. To approve the procedures for appointment or removal from office of the President, Registrar and Bursar.
- 1.6.3. To appoint the Secretary to the Governing Authority.

## 1.7. Strategy

- 1.7.1. To approve the University Strategic Plan and monitor the implementation of the plan including approving and setting key performance indicators, performance targets and success criteria.
- 1.7.2. To ensure that performance measures are evaluated against external benchmarks.

## 1.8. Committees

- 1.8.1. Establish committees to assist in the performance of functions and retain oversight of the functions delegated to these committees.

## 1.9. Staff

- 1.9.1. To approve procedures for suspension and dismissal of staff of the University.

## 1.10. Students

- 1.10.1. To consider an annual report relating to access to the University by economically or socially disadvantaged people, by people who have a disability and by people from sections of society significantly underrepresented in the student body.

## 1.11. Quality

- 1.11.1. To approve quality assurance procedures aimed at improving the quality of education and related services provided by the University and receive an annual report regarding the implementation of these procedures.

## 1.12. Equality

- 1.12.1. To consider an annual report in respect of equality in all activities of the University.

## 2. Delegated Authority

|                                                                                                                                                                                                                                                                                                                                                                                                                                        |                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| <b>2.1. Financial</b>                                                                                                                                                                                                                                                                                                                                                                                                                  |                  |
| 2.1.1. Oversee the establishment of and monitor the performance of any companies under the control of the University.                                                                                                                                                                                                                                                                                                                  | FRAMC            |
| 2.1.2. Review the draft annual financial statements and advise the Governing Authority on matters relevant to its assessment of those statements.                                                                                                                                                                                                                                                                                      | ARMC             |
| 2.1.3. In accordance with its Terms of Reference, supervise the financial affairs of the University and advise the Governing Authority on any matter relating to the financial management of the University.                                                                                                                                                                                                                           | FRAMC            |
| <b>2.2. Capital Expenditure</b>                                                                                                                                                                                                                                                                                                                                                                                                        |                  |
| 2.2.1. To approve the financial aspects of the acquisition, development, refurbishment, sale or other disposal of any land and property of the University or its subsidiaries with a view to best practice for the disposal of assets, granting of access to or licensing of property or infrastructure for commercial arrangements in excess of €1million but less than €3million.                                                    | FRAMC            |
| 2.2.2. To approve the financial aspects of the acquisition, development, refurbishment, sale or other disposal of any land and property of the University or its subsidiaries with a view to best practice for the disposal of assets, granting of access to or licensing of property or infrastructure for commercial arrangements for less than €1million. All exercises of this authority should be reported promptly to the FRAMC. | President        |
| 2.2.3. To approve contracts which have been sealed by the University, joint ventures of the University or its subsidiaries in excess of €1million but less than €3million.                                                                                                                                                                                                                                                             | FRAMC            |
| 2.2.4. To approve contracts which have been sealed by the University, joint ventures of the University or its subsidiaries for less than €1million.                                                                                                                                                                                                                                                                                    | President        |
| <b>2.3. Audit and Internal Control</b>                                                                                                                                                                                                                                                                                                                                                                                                 |                  |
| 2.3.1. In accordance with its Terms of Reference, advise the Governing Authority on the strategic processes for risk management, internal control and governance.                                                                                                                                                                                                                                                                      | ARMC             |
| 2.3.2. To oversee and monitor external audit including recommend the appointment of the external auditor, agree the nature and scope of the audit and monitor the quality of the work and their independence from the University.                                                                                                                                                                                                      | ARMC             |
| 2.3.3. To oversee and monitor the quality of the internal control environment, to provide direction and advice to the Governing Authority regarding its adequacy and to consider major findings of internal investigations and management's response.                                                                                                                                                                                  | ARMC             |
| 2.3.4. To approve the annual work programme and monitor the performance of Internal Audit, review reports and consider major findings and management response and to satisfy itself that the arrangements made for and resources available to Internal Audit are suitable.                                                                                                                                                             | ARMC             |
| 2.3.5. To consider and advise on the effectiveness of the risk management system, and any policies relating to risk management.                                                                                                                                                                                                                                                                                                        | ARMC             |
| <b>2.4. Academic Decisions</b>                                                                                                                                                                                                                                                                                                                                                                                                         |                  |
| 2.4.1. All decisions relating to Academic Centres.                                                                                                                                                                                                                                                                                                                                                                                     | Academic Council |
| 2.4.2. The awarding of Emeritus Professor, Emeritus Associate Professor and Emeritus Assistant Professor/Lecturer.                                                                                                                                                                                                                                                                                                                     | Academic Council |

|                                                                                                                                                                                                                      |                                                    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|
| 2.4.4. The implementation of approved quality assurance procedures and consideration of the resultant reports.                                                                                                       | President/<br>Academic Council                     |
| 2.5. University Policy                                                                                                                                                                                               |                                                    |
| 2.5.1. To oversee the development and review of all UCD policies unless a policy is specifically reserved for Governing Authority approval.                                                                          | President                                          |
| 2.6. Staff                                                                                                                                                                                                           |                                                    |
| 2.6.1. Monitor remuneration and pay policy.                                                                                                                                                                          | Remuneration<br>Committee                          |
| 2.6.2. Decisions under any statutory provisions as may exist or be delegated to the University in relation to superannuation matters.                                                                                | FRAMC                                              |
| 2.6.3. Appointment of employees and the determination of selection procedures related to staff appointments, excluding senior appointments and academic staff promotions.                                            | President                                          |
| 2.6.4. To approve academic staff promotions.                                                                                                                                                                         | Faculty Promotions<br>Committee &<br>President     |
| 2.6.5. To consider appeals from the faculty promotion process.                                                                                                                                                       | Faculty Promotions<br>Appeals Committee            |
| 2.6.6. To hear appeals from under UCD Statute 27.                                                                                                                                                                    | Disciplinary Appeals<br>Board                      |
| 2.6.7. To define ethical standards required for the professional conduct of research within UCD.                                                                                                                     | Research Ethics<br>Committee                       |
| 2.7. Students                                                                                                                                                                                                        |                                                    |
| 2.7.1. Promote access to the University by economically or socially disadvantaged people, by people who have a disability and by people from sections of society significantly underrepresented in the student body. | President &<br>Academic Council                    |
| 2.8. Governing Authority & Committees                                                                                                                                                                                |                                                    |
| 2.8.1. Recommend appointments to Governing Authority and its committees where no specified nominations process is provided for.                                                                                      | Select Committee                                   |
| 2.9. Irish Language                                                                                                                                                                                                  |                                                    |
| 2.9.1. The preservation, promotion and use of the Irish language and the cultivation of the Irish language and associated literary and cultural traditions.                                                          | Bord na Gaeilge/<br>Bord Tacaíochta<br>Gaeilge UCD |