

HUMAN RESOURCES COMMITTEE

Terms of Reference

1. Introduction

- 1.1 The Human Resources Committee shall be concerned with developing a policy framework within which the human resources of the University will be managed. The policy framework should be designed to ensure fairness, consistency, equality and objectivity in the University's dealings with its staff and should also facilitate the effective management and development of both academic and non-academic staff at all levels in the University.
- 1.2 The Human Resources Committee shall not have an executive role in relation to the management of the Human Resource function in the University.

2. Terms of Reference

- 2.1 To advise the Governing Authority on policies which will contribute to the creation of a positive working environment and industrial relations climate.
- 2.2 To recommend to Governing Authority policies on all aspects of Human Resource Management including issues affecting terms and conditions of employment designed to meet the needs of the University and those of staff.
- 2.3 To identify and prioritise areas which require policy initiatives, in consultation with the Human Resources Division, other functional areas within the management structure as appropriate, other Governing Authority committees, the representative trade union and the Students' Union.
- 2.4 To advise Governing Authority on human resource strategies including the promotion of equality, which will enable all staff to contribute to the best of their abilities, both individually and collectively, to the short and long-term success of the University while at the same time developing their full potential.
- 2.5 To ensure adherence to Governing Authority Policies on Recruitment and Promotion and submit an annual report to Governing Authority on the operation of these policies.
- 2.6 To advise the Governing Authority on appropriate measures to ensure compliance with the procedural and other requirements relating to personnel issues set down in the Universities Act, 1997, including procedures to ensure staff involvement, consultation with the representative trade union and the establishment of appropriate appeals procedures for University employees.
- 2.7 To report as necessary to the Governing Authority and to prepare a written annual report for consideration by that Authority.

3. Composition – Human Resources Committee

Ex Officio: President or his nominee as Chairperson: **Professor Don Barry**
Director, Human Resources: **Mr Tommy Foy**
Corporate Secretary: **Ms Callista Bennis**
HR Manager (non-voting): **Mr Michael Kelly**

Governing Authority: Two members who are not employees/students of the University: **Ms Breda Deedigan (Chair), Mr Michael Houlihan**
Three members who are employees of UL: **Dr Wynette Redington, Professor Merritt Bucholz, Ms Michelle Breen.**

The Human Resources Sub-Committee is authorised to coopt external expertise to the Sub-Committee as it deems appropriate.