



**UNIVERSITY of LIMERICK**

**OLLSCOIL LUIMNIGH**

**SCHEDULE OF MATTERS  
RESERVED TO  
GOVERNING AUTHORITY**

*Update noted by Governing Authority – October 2018*

## MATTERS RESERVED TO GOVERNING AUTHORITY

### 1. Introduction

1.1 As required by the HEA/IUA “Governance of Irish Universities” and the University of Limerick Code of Governance, the Governing Authority has a formal schedule of matters specifically reserved to it for decision to ensure the proper management and control of the University. This Schedule includes the various statutory functions reserved to the Governing Authority as set out in the Universities Act, 1997.

### 2. Matters Reserved to Governing Authority

Primary Responsibility of Governing Authority	Matters Reserved to Governing Authority  Relevant Sections of the Universities Act (UA) and the UL Code Of Governance (CG)	Relevant Governing Authority Committee/ Academic Council to consider matters prior to Governing Authority Decision.
<b>Finance, Property and Reporting:</b>  To be the University's principal financial and business authority and to have overall responsibility for the University's assets, property and estate.	To approve the annual budget strategy [UA S.37]  Through the Finance, Human Resources and Asset Management Committee (FHRAMC), to approve borrowing or loan guarantees in conformance with a Framework	Finance Human Resources & Asset Management Committee
	To approve the annual Financial Statements [UA S.39].	Audit & Risk Committee
	Through the FHRAMC, to approve Student Fee Levels [UA S.40]. Included in Budget process	Finance Human Resources & Asset Management Committee
	Through the FHRAMC, to approve funding plans for the development of capital projects that require planning permission.	Finance Human Resources & Asset Management Committee
	Through the FHRAMC, to approve the disposal/sale of any land of the University [UA S.42].	Finance Human Resources & Asset Management Committee

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<b>Finance, Property and Reporting (Cont'd):</b>	Through the FHRAMC, to approve the University's Treasury Policy.	Finance Human Resources & Asset Management Committee
	Through the FHRAMC, to approve the disposal/transfer of assets policy of the University [CG S.14.1] and to approve the disposal/transfer/access to assets at or in excess of €150,000 in value.	Finance Human Resources & Asset Management Committee
	Through the FHRAMC, to approve the University's Intellectual Property Policy [CG S.14.2].	Finance Human Resources & Asset Management Committee
	Through the FHRAMC, to approve the further diversification of the University's activities outside the core functions of teaching and research and/or the establishment of subsidiary companies. [CG S.18].	Finance Human Resources & Asset Management Committee
	Through the FHRAMC to approve the University's Travel & Subsistence Policy (CG S2.8)	Finance Human Resources & Asset Management Committee
	To approve concept designs of capital projects that require planning permission.	Finance Human Resources & Asset Management Committee
<b>Planning</b>  To approve the mission and strategic direction of the University and to monitor the implementation of the agreed Strategy	To approve the University's Strategic Plan [UA S.34].	Governing Authority
	To receive briefings on an agreed basis on the implementation of the objectives, goals and relevant indicators and targets set out in the Strategic Plan [CG S.19].	Governing Authority

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<b>Equality</b>  The Governing Authority is responsible for ensure there is equality within the University (including Gender equality).	To approve Access Policies for individuals to the University [UA S.36(1)(a)].  To approve Equality Statements including gender equality [UA S.36(1)(b)].	Student Access, Equality and Student Affairs Committee  Finance Human Resources & Asset Management Committee
<b>System of Internal Control</b>  The Governing Authority is responsible for ensuring the University has in place a sound system of internal control, including risk management.	To approve regular reports from the Audit & Risk Committee.  To appoint the University's Internal Auditors and thereby ensure the University has a properly constituted Internal Audit function [CG S.10.1].  To approve the Internal Audit Charter [CG S.10.2].  To appoint the University's External Auditors [CG S.9.8].  To approve the University's Risk Management Policy [CG S.8.8] and to consider regular reports on its implementation.  To review on a periodic basis the effectiveness of the University's system of internal controls, including financial, operation and compliance controls and risk management. [CG S.3.15]	Audit & Risk Committee  Audit & Risk Committee  Audit & Risk Committee  Audit & Risk Committee  Audit & Risk Committee
	To approve the University's Annual Statement of Governance & Internal Control for submission to the HEA [CG S.16.1].	Audit & Risk Committee
	To approve the University's Signing Authority Policy	Audit & Risk Committee

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<b>System of Internal Control (Cont'd)</b>	To approve the University's Protected Disclosures Policy [CG S.3.1.1.20]	Finance, Human Resources & Asset Management Committee
	To approve the University's Anti-Fraud Policy	Audit & Risk Committee
	To approve Statutes and other Policies to regulate the affairs of the University.	Relevant Governing Authority sub-committee/Academic Council prior to Governing Authority decision
	To authorise signatories to the University Seal [UA Third Schedule, S.2].	Governing Authority
<b>Governance</b>  The Governing Authority is responsible for ensuring a robust system of governance is in place	To appoint a Chairperson and Deputy-Chairperson of Governing Authority [UA Third Schedule, S.2(1) and S.6(1)].	Nominating Committee
	To appoint such and so many committees to assist the Governing Authority in fulfilling its functions [UA S.18(4)].	Governing Authority
	To approve the University's Code of Governance	Governance Working Group
	To approve a Code of Conduct for Members of Governing Authority [CG S.2].	Governance Working Group
	To approve a Code of Conduct for Employees of the University [CG S.2].	Finance Human Resources & Asset Management Committee
	To regulate the affairs of Governing Authority in standing orders or procedures [UA, Third Schedule, S.14].	Governance Working Group

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<b>Governance (Cont'd)</b>	Led by the Chancellor, to carry out regular reviews of the effectiveness of Governing Authority [CG S.4.2].	Governing Authority
	To determine the composition of the next Governing Authority [UA S.18(1)(c)].	Nominating Committee
	To approve terms of reference of and appoint members to Governing Authority Committees [UA S.18.4].	Nominating Committee
<b>Staffing</b>  To be the employing authority of the University [UA S.18(1)(b)] and to develop policies and procedures in compliance with the UA and to maximise the effectiveness of the University's human resources.	To appoint the President [UA S.24].	Governing Authority appointed Search Board and Selection Board
	To develop appropriate selection procedures to best ensure participation in the selection process by high quality candidates [UA S.18(2)].	Finance Human Resources & Asset Management Committee
	To appoint employees of the University subject to the provisions of the UA. The Governing Authority may delegate any of its functions relating to appointments to the President [UA S.25].	Governing Authority
	To approve academic staff promotions.	Governing Authority
	To consider review requests of recommendations of selection or promotion boards.	Governing Authority appointed Review Committee

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Staffing (Cont'd)	To approve the re-assignment of duties for Deans and academic Vice Presidents	Governing Authority
	Through the FHRAMC, to approve a Framework for departure from levels of remuneration, fees, allowances and expenses approved by the Minister [UA S.25(5)(a)]	Finance Human Resources & Asset Management Committee
	To satisfy itself that it is necessary to meet the objects of the University and approve appointments made within the Framework for Departure from levels of remuneration, fees, allowances and expenses.	Governing Authority
	Through the FHRAMC, to approve a framework for the payment of remuneration, fees, allowances and expenses to employees of the University by a corporation established by the University [UA S.25(5)(b)]	Finance Human Resources & Asset Management Committee
	To put in place a statute(s) for the suspension/dismissal/termination of employment of staff [UA S.25(6)].	Finance Human Resources & Asset Management Committee
	To approve a Statute for the resolution of disputes arising within the University [UA S.26].	Finance Human Resources & Asset Management Committee

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<b>Academic Council</b>  The Academic Council is subject to the financial constraints as laid down by Governing Authority and to review by Governing Authority	To approve a Statute setting out the composition of Academic Council [UA S.28].	Academic Council
	To approve regulations for the election of staff to Academic Council [UA S.28].	Academic Council
	To approve any statutes that may be proposed from time to time by Academic Council [UA S.27(2)(e)].	Academic Council
	To keep under review the workings of the Academic Council [UA S.27(1)] through consideration of regular reports from Council	Academic Council
	To approve the award of Honorary Doctorates of the University	Joint Honorary Doctorate Committee and Academic Council
	To approve student related policies	Academic Council and Student Access, Equality and Student Affairs Committee
<b>Governing Authority Agenda</b>	Governing Authority agenda	Approved by President and Chancellor prior to circulation to Governing Authority
<b>President's Authority</b>  The President has the necessary authority to enable him/her to manage and direct the University subject to the provisions of UA and CG.	The President will manage and direct the University in its academic, administrative, financial, personnel and other activities and for these purposes, the President has such powers as are necessary or expedient [UA, Fourth Schedule, S.1]	



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<p><b>President's Authority (cont'd)</b></p>	<p>In performing such functions the President will be subject to such policies as may be determined from time to time by the Governing Authority and will be answerable to the Governing Authority for the efficient and effective management of the University. [UA, Fourth Schedule, S.2]</p>	
	<p>To approve the President holding any other office or position [UA, Fourth Schedule, S.4].</p>	<p>Governing Authority</p>

### **3. Notes to the Schedule**

- 3.1 The above Schedule indicates those matters that the Governing Authority reserves to itself. However, the Schedule does not derogate from the Governing Authority's overall duties and responsibilities as set out in the Universities Act, 1997 and the Code of Governance of the University.
- 3.2 The Governing Authority may, at its discretion, delegate authority regarding any of the above reserved matters to a Governing Authority Committee. Any Governing Authority Committee will consider and determine such matters for which it is responsible in accordance with its terms of reference as approved by Governing Authority.
- 3.3 This Schedule may be amended following review from time to time by Governing Authority and consequent to any recommendation by the President.