



UNIVERSITY OF GALWAY REGULATIONS FOR THE SELECTION, ELECTION,
NOMINATION AND APPOINTMENT OF MEMBERS TO
ÚDARÁS NA HOLLSCOILE
01 February 2025 – 31 January 2029

Údarás na hOllscoile, the University of Galway's Governing Authority, in exercise of the powers conferred on it by Section 16(6) of the Universities Act 1997, hereby makes the following regulations.

CHAPTER I

CITATION AND COMMENCEMENT

1. (1) These Regulations may be cited as the University of Galway (Selection, Election, Nomination and Appointment of Údarás na hOllscoile Members) Regulations
- (2) These Regulations come into operation on 1 February, 2025.
- (3) In these Regulations, except where the context otherwise requires:
 - **"Act"** means the Universities Act 1997, as amended from time to time
 - **"Act of 2022"** means the Higher Education Authority Act, 2022
 - **"Chairperson"** means the chairperson, referred to in Section 17 of the Act
 - **"Committee"** means the "Nominations Committee" appointed by the Governing Authority in accordance with Section 18(4) of the Act
 - **"Governing Authority"** means the Governing Authority of the University of Galway
 - **"President"** means the Chief Officer of the University, referred to in Section 24 of the Act
 - **"Process"** means the process referred to in Section 16(3) of the Act for the appointment of internal members and Section 16(4) of the Act for the appointment of external members.



- **“Staff” or “staff member”** means a person or persons employed by the University
- **“The Minister”** means the Minister for Further and Higher Education, Research, Innovation & Science
- **“University”** means the University of Galway
- **“Údarás na hOllscoile”** means the Governing Authority of the University of Galway

CHAPTER II

REAPPOINTMENT OF MEMBERSHIP OF GOVERNING AUTHORITY

1. In accordance with the Third Schedule of the Act (paragraph 3, subparagraph (4), (5)), a person (other than the President) who is a member of the governing authority (including the chairperson) whose term of office expires by effluxion of time shall be eligible for re-appointment as a member for a second consecutive term, provided they shall not hold office for a period of more than 8 years, and subject to the selection process outlined in Chapter IV.
2. Reappointment of members shall be based on a competency-based selection process. Members shall be reappointed for a period of two, three or four years to provide for rolling renewal of the board, provided they shall not hold office for a period of more than eight consecutive years, and subject to the selection process outlined in Chapter IV.

CHAPTER III

MEMBERSHIP OF GOVERNING AUTHORITY

1. In accordance with the Act, the Governing Authority shall consist of 19 members, who shall be:



- i. The Chairperson, who shall be an external member, appointed by the Governing Authority
 - ii. Nine external members (other than the Chairperson), appointed by the Governing Authority (including three members nominated by the Minister)
 - iii. The President, as Chief Officer
 - iv. Five internal members (other than the President), appointed by the Governing Authority
 - v. Three student union representatives, appointed by the Governing Authority
2. The President shall, *ex officio*, stand appointed to the Governing Authority.
 3. Five internal members (other than the President) shall be appointed or reappointed by the Governing Authority via a combination of election and a competency-based selection process, set out in Chapter V.
 4. The internal members (other than the President) appointed or reappointed to the Governing Authority shall be drawn from the following staff constituencies: Professorial staff; Other Academic and Research staff; and Professional Support staff.
 5. The external members (including the Chairperson) shall be appointed or reappointed by the Governing Authority following a competency-based selection process, set out in Chapter VI.
 6. Three Student Union representatives shall be appointed by the Governing Authority following a process set out in Chapter VIII.

CHAPTER IV

THE NOMINATIONS COMMITTEE



1. The Governing Authority shall establish a Committee to be known as the “Nominations Committee”.
2. The function of the Committee shall be to recommend to the Governing Authority persons internal (other than the President) and external to the University (including the Chairperson) for appointment or reappointment to the Governing Authority.
3. The Committee shall consist of a majority of external members, as follows: the Chairperson of the Governing Authority, three external members who are the Ministerial nominees of the outgoing Governing Authority, and one of the Student members of Governing Authority. The President of the University shall be in attendance at the Committee. The Secretary to the Governing Authority will provide support to the Committee.
4. The Committee shall be chaired by the Chairperson of Údarás na hOllscoile. In the case where the Chairperson's re-appointment to the Governing Authority is being considered, the committee shall be chaired by one of the external members for the duration of the consideration and decision on that re-appointment.
5. A member of the Committee (including the chairperson) should not participate in the assessment/decision on their own re-appointment to the Governing Authority and should absent themselves from the meeting for the duration of the assessment/decision on their re-appointment.
6. The quorum of a meeting of the Committee shall be 3 members.
7. The Committee shall develop its own Terms of Reference in accordance with the principles of this Regulation and the ‘Process for reconstitution of Údarás na hOllscoile, University of Galway’s Governing Authority 01 Feb. 2025 – 31 Jan. 2029’, which shall be submitted to Údarás na hOllscoile for approval.
8. Decisions of the Committee shall be determined by a majority vote of the members present. In the event of a tie, the Chairperson holds the casting vote.
9. The Committee shall make recommendations and report to Údarás na hOllscoile.



10. The Committee shall develop a Skills, Experience and Competencies Framework appropriate to the culture, values and strategic needs of the University, to inform the selection, election and reappointment of internal and external nominees.
11. In making recommendations relating to the selection, election, nomination or appointment of members of the Governing Authority, the Committee shall, where possible, provide for a rolling renewal of the board through the use of variable term-lengths of two, three and four years, subject to the requirement in law that a person who is re-appointed as a member of a board may not serve more than two consecutive terms of office or for a consecutive term of more than eight years.
12. The Committee shall, in making its recommendations on persons for appointment or reappointment as members of the Governing Authority, have regard to the objectives specified in Section 16(7) of the Act and ensure in so far as is practicable that these objectives are achieved, as follows:
 - (a) not less than 40 per cent of the members of the governing authority shall be women and not less than 40 per cent of them shall be men, and
 - (b) the membership of the governing authority shall broadly reflect the composition of Irish society, including persons who are competent in the Irish language.
13. The Committee shall have the right to engage professional support in assessing the skills, experience and competencies of nominees.

CHAPTER V

APPOINTMENT OR REAPPOINTMENT OF INTERNAL MEMBERS

1. The appointment of new internal members (other than the President) to the Governing Authority shall take place by election. The reappointment of existing internal members for a second term shall take place in accordance with the process set out in point 4 below.



2. In the case of internal members (other than the President) to be appointed or reappointed, the Committee shall ensure that elected internal members shall constitute a majority of internal members.
3. The internal members (other than the President) appointed or reappointed to the Governing Authority shall include at least one staff member from each of the following staff constituencies: Professorial staff; Other Academic and Research staff; and Professional Support staff.
4. In making recommendations on persons for reappointment as internal members of the Governing Authority, the Committee shall adhere to the Process determined by the Governing Authority and approved by the Minister for such appointments. Such Process shall include the following stages: Expression of Interest in reappointment from eligible internal members; assessment of eligible candidates against the Skills, Experience & Competency Framework; recommendation on the duration of the term of reappointment in order to provide for a rolling renewal of the board.
5. Following the reappointment of eligible members, remaining vacancies in the internal membership of Governing Authority shall be filled by election through an open process.
6. Election of internal members for appointment to the Governing Authority shall be conducted in accordance with Election Regulations, developed by the Secretary for Governance & Academic Affairs for approval by Governing Authority.
7. Elected members shall hold office for a period of four years from 01 February 2025 to 31 January, 2029.

CHAPTER VI

APPOINTMENT OR REAPPOINTMENT OF EXTERNAL MEMBERS

1. The appointment of new external members to the Governing Authority shall take place in accordance with the Process set out in points 4-9 below. The reappointment of existing external members for a second term shall take place in accordance with the



Process set out in point 2 below.

2. In making recommendations on persons for reappointment as external members of the Governing Authority (including the Chairperson), the Committee shall adhere to the Process determined by the Governing Authority and approved by the Minister for such appointments. Such Process shall include the following stages: Expression of Interest in reappointment from eligible external members; assessment of eligible candidates against the Skills, Experience & Competency Framework; recommendation on the duration of the term of reappointment in order to provide for a rolling renewal of the board.
3. Following the reappointment of eligible members, remaining vacancies in the external membership of Governing Authority shall be filled through an open process.
4. The Committee shall invite public expressions of interest for appointments to the University's Governing Authority (including the Chairperson, as appropriate) using such advertising platforms as it considers appropriate, including through the University's website and social media platforms.
5. A candidate pack and an application form shall be prepared for that purpose and will provide prospective candidates with information regarding: the University, the Governing Authority's composition and responsibilities and those of its committees, the statutory and regulatory responsibilities of the board, a role specification for members including the Skills, Experience & Competency Framework for membership of Governing Authority and details of any specific competency gaps required to be filled, as well as details of the appointment process.
6. In addition to public expressions of interests, the Committee shall be entitled, via the Office of the Secretary for Governance & Academic Affairs, to receive suggestions from Governing Authority members of individuals known to them through their professional networks who may be suitable candidates for appointment to the Governing Authority.
7. The Committee shall assess the applications received following the public expression of interest process to ensure candidates meet the core eligibility criteria under the 1997 Act. All eligible candidates will be assessed against the Skills, Experience & Competency Framework for membership of Governing Authority, with the most suitable candidates recommended to Údarás na hOllscoile for appointment.



8. The Committee shall also make recommendations to Governing Authority on the duration of the term of appointment of external members in order to provide for a rolling renewal of the board.

CHAPTER VII

EXTERNAL MEMBERS APPOINTED BY THE MINISTER

1. The persons nominated by the Minister in accordance with Section 16(4) of the Act shall be appointed to the Governing Authority for a period of 4 years or for such period as may be specified by the Minister, provided they shall not hold office for a period of more than 8 consecutive years.

CHAPTER VIII

STUDENT UNION REPRESENTATIVES

1. In accordance with Section 16(2)(e) of the Act, three student union representatives shall be appointed by the Governing Authority in accordance with the process and procedures of the Students' Union.
2. In accordance with the Third Schedule, Section (4)(2) of the Act, a member of a governing authority who is a student of the university shall hold office for such period, not exceeding one year, as the Governing Authority may determine but may be re-appointed for a further period or further periods, on each occasion not exceeding one year.



CHAPTER IX

APPOINTMENT OF THE CHAIRPERSON

1. Based on their assessment of the Expressions of Interest received from external members, the Nominations Committee will select the most suitable candidate for the position of Chairperson for recommending to Governing Authority.

Having regard to the importance of the working relationship between the Chairperson of the Governing Authority and the President, which is crucial for the successful functioning of the University, the Committee shall satisfy itself that the nominee for Chairperson and the President of the University have the capacity to have an effective working relationship.

2. In accordance with Section 17 (1) of the 1997 Act, the first meeting of a Governing Authority shall be chaired by an external member who is appointed by a majority vote of the members to be an interim Chairperson of the Governing Authority until the appointment/reappointment of a Chairperson is complete.
3. In accordance with Section 17 (2) of the 1997 Act, at its first meeting, the incoming Governing Authority shall appoint/reappoint an external member of the Governing Authority to be the Chairperson of the Governing Authority by a majority vote of not less than two-thirds of its members.

CHAPTER X

CASUAL VACANCIES



1. In accordance with the Third Schedule to the Act, if a member of the Governing Authority dies, resigns, is removed from office or for any other reason ceases to hold office, the Governing Authority shall arrange for the filling of the casual vacancy so occasioned as soon as practicable. A new appointment shall be made in accordance with these Regulations for the remainder of the term of office of the member whose membership of the Governing Authority has ceased, subject to that person being otherwise eligible for appointment to the Governing Authority.
2. Casual vacancies shall be filled in line with the process set out in this Regulation. In the case of external members, a public expression of interest process shall take place to identify eligible candidates. In the case of internal members, a by-election shall take place among the relevant staff constituencies to fill the vacancy.

CHAPTER XI

1. This Regulation shall come into operation on the Twenty Third Day of October, Two Thousand and Twenty Four and may be cited as Regulation 1/2024, University of Galway, or Reg. 1/2024, Univ. of Galway.



Present when the Common
Seal of National University
of Ireland, Galway, was
affixed hereto



Peter McHugh, *Uachtarán*
Caroline Loughnane *Rúnaí Gnóthai*
Rialachais & Acadúla