

IRISH UNIVERSITIES ACT, 1908

ACHT CHOLÁISTE PHRÍOMH-SCOILE NA GAILLIMHE, 1929

COLÁISTE NA hOLLSCOILE, GAILLIMH

REACT CCXVIII



**IRISH UNIVERSITIES ACT, 1908**

**ACHT CHOLÁISTE PHRÍOMH-SCOILE NA GAILLIMHE, 1929**

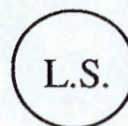
**UNIVERSITY COLLEGE, GALWAY**

**STATUTE CCXVIII**

WE, the Governing Body of University College, Galway, under and by virtue of the powers in that behalf conferred on us by the above Acts, DO by this present instrument under the Seal of University College, Galway, make the Statute contained in the Schedule hereto for the general government of the said College.

Given under the Common Seal of  
University College, Galway, this  
twenty-ninth day of May, One  
Thousand Nine Hundred and Ninety-  
two.

Present when the Common  
Seal of University College,  
Galway, was affixed hereto:



Colm Ó hEocha, Uachtarán  
Séamus MacMathúna, Rúnaí Ionaid.

**SCHEDULE – STATUTE CCXVIII**

All previous Statutes of University College, Galway, and in particular Statutes LXVIII, LXIII, XXII and XVII, shall be read and construed with the alterations, additions and modifications hereinafter set forth.

P.L. 8948



## CHAPTER I

### THE BURSAR

1. Statute LXVIII, Chapter III and Statute XVII, Chapter XXI, Sections 1, 2, 4, 5, 6, 7, 8, 9 and 10 are hereby revoked.

2. Statute LXIII, Chapter I is hereby amended as follows:

- a) by the substitution of the following Section for Section 3:

"3. The Bursar shall, subject to the satisfactory completion of a probationary period of one year, and subject also to the due fulfilment of his/her duties, be entitled to hold office until (s)he shall have attained the age of sixty-five years";

- b) by the substitution of the following Section for Section 4:

"4. The Bursar shall discharge the duties prescribed hereunder under the direction of the President and shall do and perform under his/her direction these and all other acts and duties in relation to the financial affairs of the College as by the Statutes, Regulations and decisions of the Governing Body (s)he may be required to do and perform:

- a) to be responsible, as Bursar of the College and chief financial adviser to the President, the Governing Body and its Finance Committee, for the overall financial planning and financial management of the College and matters relevant thereto, in accordance with decisions of the Governing Body;
- b) to attend meetings of the Finance Committee and lay before it the accounts of, and vouchers for, all moneys disbursed on behalf of the College since its last previous meeting. (S)he shall also present a detailed estimate of the sums required for the current expenses of the College, and shall receive the written authority of the Governing Body to disburse the same;
- c) to attend at his/her office at such times as the President shall prescribe;



- d) to collect from the students all collegiate and class fees and such other sums of money for collegiate purposes as the Governing Body may call upon him/her to collect, give receipts for the same, and account for all sums so received to the Governing Body;
  - e) to pay all moneys received on account of the College into the Banking Account of the College upon receipt thereof;
  - f) to assist the President in the financial management of all physical assets of the College in such manner as the President shall direct;
  - g) to preserve all books, records or documents, relating to the financial affairs of the College and matters relevant thereto, committed to his/her care by the Governing Body or by the Finance Committee or by the President;
  - h) not to allow any books, records or documents, relating to the financial affairs of the College and matters relevant thereto, committed to his/her care by the Governing Body or by the Finance Committee or by the President to be removed without the written permission of the President or of the Governing Body, or to be read or inspected by any person other than the President or a Member of the Governing Body without the written permission of the President or of the Governing Body;
  - i) not to reveal, except as authorised by the President or the Governing Body, or required by his/her duties, to any person, persons or corporation any confidential information regarding the financial affairs of the College which may come to his/her knowledge during his/her term of office; and to keep with complete secrecy all confidential information entrusted to him/her. This restriction shall continue to apply after his/her term of office shall cease;
  - j) to be a member of the College's Management Team;
  - k) to consult as directed by the President with other officers of the College in all matters of common concern;
  - l) to perform from time to time such other duties as, in the view of the President, are appropriate to the Office;
  - m) to sign a Declaration that (s)he will perform the duties prescribed by Chapter I of this Statute".
- c) by the substitution of the following Section for Section 6:
- "6. The office of Bursar shall be a pensionable office in accordance with the provisions of Statutes CLXI, CLXV, CLXXXVI, CLXXXVII and CCVII, University College, Galway";
- d) by the deletion of Section 7.



3. The annual stipend attaching to the office of Bursar shall be within the range £38,700–£47,631, in accordance with the Statutes of the College.
4. The Governing Body may require the Bursar to perform, without any extra remuneration or emoluments, the duties of Secretary of the College for such periods as the Governing Body may determine by Regulation.

## CHAPTER II

### THE SECRETARY

1. Statute XVII, Chapter XX "A" and Statute XXII, Section I are hereby revoked.
2. The duties of the Secretary are as prescribed hereunder, and (s)he shall do and perform, under the direction of the President, these and all other acts and duties in relation to the administrative affairs of the College as by the Statutes, Regulations and decisions of the Governing Body (s)he may be required to do and perform:
  - a) to act as Secretary to the Governing Body and such of its Committees as the Governing Body may determine and to carry out all such directions as (s)he may receive from the President in respect of administrative functions of the College as determined from time to time by Regulation;
  - b) to keep a Register of Members of the Governing Body;
  - c) to give notices, send voting papers, make returns, and do and perform all such other acts and duties in relation to the election of Members of the Senate as by the Statutes of the University (s)he is required to do or perform;
  - d) to prepare and make copies of all College documents which the President or the Governing Body may require;
  - e) to conduct under the direction of the President such correspondence as the Governing Body shall prescribe;
  - f) to carry out the instructions of the Governing Body in such other reasonable ways as the Governing Body shall prescribe for the general business of the College;
  - g) to consult as directed by the President with other Officers of the College in all matters of common concern.



### CHAPTER III

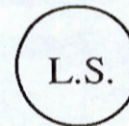
#### THE COLLEGE MANAGEMENT TEAM

1. There shall be a College Management Team, consisting of the President, the Registrar, the Bursar and the Vice-Presidents of the College. Its functions may be determined by Regulation.

### CHAPTER VI

1. Nothing herein contained shall affect any appointment made, right acquired or act done under any previous Statute of the College.
2. This Statute shall come into operation on the twenty-ninth day of May, One Thousand Nine Hundred and Ninety-two, and may be cited as Statute CCXVIII, University College, Galway, or Stat. CCXVIII, Univ. Coll., Galway.

Present when the Common  
Seal of University College,  
Galway, was affixed hereto:



Colm Ó hEocha, Uachtarán  
Séamus MacMathúna, Rúnaí Ionaid.