

**IRISH UNIVERSITIES ACT, 1908**

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

**ACHT NA nOLLSCOILEANNA, 1997**

**OLLSCOIL NA hÉIREANN, GAILLIMH**

**REACTH CCCXV**



## **Irish Universities Act, 1908**

**Acht Choláiste Phríomh-Scoile na Gaillimhe, 1929**  
**Universities Act, 1997**

**National University of Ireland, Galway**

### **STATUTE CCCXV**

WE, Údarás na hOllscoile of National University of Ireland, 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 National University of Ireland, Galway, make the Statute contained in the Schedule hereto for the general government of the said University.

Given under the Common Seal of  
National University of Ireland,  
Galway, this thirtieth Day of April,  
Two Thousand and Ten.

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



James J. Browne, *Uachtarán*  
Séamus Mac Mathúna, *Rúnaí*

### **Schedule - STATUTE CCCXV**

All previous Statutes of National University of Ireland, Galway, shall be read and construed with the alterations, additions and modifications hereinafter set forth.



## CHAPTER I

### UNIVERSITY MANAGEMENT TEAM

1. Statute CCLXXXIX, Chapter II is hereby amended by the substitution of the following Section for Section 1 therein:

“1. There shall be a University Management Team, consisting of the President, the Registrar and Deputy-President, the Bursar, the Vice-President for Innovation and Performance, the Vice-President for Capital Projects, the Executive Director of Operations, and the Secretary.”

## CHAPTER II

### VICE-PRESIDENTS

1. All previous Statutes of the University, and in particular Statute CCXVI, as amended by Statute CCLVI, Statute CCLXVIII, and Statute CCLXXXIX, shall be read and construed with the alterations, additions and modifications hereinafter set forth:

2. There are hereby established in the University the following Offices of Vice-President:

Vice-President for Innovation and Performance  
Vice-President for Capital Projects  
Vice-President for Research  
Vice-President for the Student Experience.

3. The Vice-Presidents other than the Vice-President for Research shall be appointed by Údarás na hOllscoile, on the recommendation of the President.

The Vice-President for Research, shall, following consideration of a report from the Academic Council, be appointed by Údarás na hOllscoile in accordance with the report of an Assessment Board appointed for the purpose by Údarás na hOllscoile, following recommendations as to its membership from the Academic Council, which Board shall carry out such interview and other procedures as shall be determined by Údarás na hOllscoile.

4. The Vice-Presidents hereafter appointed shall hold office for such period not exceeding four years as may be determined from time to time by Údarás na hOllscoile and may be reappointed for a second term for such period not exceeding four years as may be determined from time to time by Údarás na hOllscoile. No person shall serve as a Vice-President for an aggregate period of more than eight years, provided that in the event of a person's being appointed to fill a casual vacancy in an Office of Vice-President no account shall be taken of the remainder of his/her predecessor's term.
5. The Office of Vice-President shall be a part-time, pensionable office.



6. The stipend attaching to the Office of Vice-President shall be as determined by Údarás na hOllscoile from time to time in accordance with the standard procedures and norms of the University.
7. The duties of each Vice-President shall be determined by Údarás na hOllscoile, by Regulation, following recommendation of the President. Each Vice-President shall carry out his/her duties under the direction of the President and shall, when required, attend meetings of Údarás na hOllscoile. Notwithstanding the foregoing, the Vice-President for Research and the Vice-President for the Student Experience shall carry out his/her duties under the direction of the President, but shall report to the Registrar and Deputy-President.

### **CHAPTER III**

#### **THE EXECUTIVE DIRECTOR OF OPERATIONS**

1. There is hereby established in the University the Office of Executive Director of Operations.
2. The Executive Director of Operations shall be a member of the University Management Team and shall, when required, attend meetings of Údarás na hOllscoile.
3. The Office of Executive Director of Operations shall be a fulltime post.
4. The Executive Director of Operations shall be appointed by Údarás na hOllscoile in accordance with the report of an Assessment Board appointed for the purpose by Údarás na hOllscoile, which Board shall carry out such interview and other procedures as shall be determined by Údarás na hOllscoile and which, in the opinion of Údarás na hOllscoile, will best ensure participation in the selection process by high-quality candidates from both within and outside of the University.
5. Subject to the terms of the Employment Control Framework currently in operation in the University under direction from the Higher Education Authority, or as such terms may be amended hereafter, the Executive Director of Operations shall, following satisfactory completion of a probationary period of two years, hold office, subject to good conduct and the due fulfilment of duties, until (s)he shall have attained the age of sixty-five years: provided that, in the case of an appointee to the Office of Executive Director of Operations who is deemed to be a "new entrant" to the public service in accordance with the provisions of the Public Service Superannuation (Miscellaneous Provisions) Act 2004, a holder of the said Office shall not be entitled to retire before attaining the age of sixty-five years and shall not be obliged to retire on the grounds of having attained the age of sixty-five years.
6. The annual remuneration attached to the Office of Executive Director of Operations shall be determined by Údarás na hOllscoile in accordance with the provisions of the Universities Act 1997.



7. The Office of Executive Director of Operations shall be pensionable in accordance with the Statutes and Regulations of the University.
8. The Executive Director of Operations, under the direction of the President and in accordance with policy determined by Údarás na hOllscoile, shall have responsibility, following due consultation with, and with due regard to the responsibilities of, line managers, for the coordination, organisation, delivery, monitoring and optimisation of the totality of the support services of the University, with a view to ensuring effective and efficient services to the University community and to achieving the maximum operational value from the staffing and other resources allocated to those support services. To that end, the Executive Director of Operations shall have particular regard to the development of shared services across the University and to the continual review of all support services in response to the changing needs and the strategic requirements of the University.
9. The Executive Director of Operations shall consult, as directed by the President, with other officers of the University in respect of matters of common concern.

#### **CHAPTER IV**

##### **THE SECRETARY**

1. Statute CCXVIII, Chapter II, is hereby amended as set out hereinafter.
2. The Office of Secretary shall henceforth be a fulltime office.
3. The Secretary shall be a member of the University Management Team.
4. The Secretary shall be appointed by Údarás na hOllscoile in accordance with the report of an Assessment Board appointed for the purpose by Údarás na hOllscoile, which Board shall carry out such interview and other procedures as shall be determined by Údarás na hOllscoile and which, in the opinion of Údarás na hOllscoile, will best ensure participation in the selection process by high-quality candidates from both within and outside of the University. Competency to discharge the duties of the Office through the medium of Irish shall be an essential qualification for appointment to the Office of Secretary.
5. Subject to the terms of the Employment Control Framework currently in operation in the University under direction from the Higher Education Authority, or as such terms may be amended hereafter, the Secretary shall, following satisfactory completion of a probationary period of two years, hold office, subject to good conduct and the due fulfilment of duties, until (s)he shall have attained the age of sixty-five years: provided that, in the case of an appointee to the Office of Secretary who is deemed to be a "new entrant" to the public service in accordance with the provisions of the Public Service Superannuation (Miscellaneous Provisions) Act 2004, a holder of the said Office, shall not be entitled to retire before attaining the age of sixty-five years



and shall not be obliged to retire on the grounds of having attained the age of sixty-five years.

6. The annual remuneration attached to the Office of Secretary shall be determined by Údarás na hOllscoile in accordance with the provisions of the Universities Act 1997.
7. The Office of Secretary shall be pensionable in accordance with the Statutes and Regulations of the University.
8. The Secretary, under the direction of the President and in accordance with policy determined by Údarás na hOllscoile, shall have responsibility for:
  - (a) all matters relating to the legal affairs of the University, including compliance with legislative requirements, and the implementation of good governance practice.
  - (b) the formulation, in consultation with Acadamh na hOllscolaíochta Gaeilge and other University offices and personnel, implementation and monitoring of the University's policy and procedures in fulfilment of its strategic and legal commitments to the role of the Irish language in the University.
  - (c) the formulation, in consultation with other University offices and personnel, implementation and monitoring of the University's policy and procedures in fulfilment of its strategic commitment to the economic, social and cultural development of the region.
9. The Secretary shall be Secretary to Údarás na hOllscoile and to such of its Committees as Údarás na hOllscoile may determine.
10. The Secretary shall be responsible for the implementation of the regulations made by Údarás na hOllscoile relating to the selection, election, nomination and appointment of members of Údarás na hOllscoile and relating to the election by the University of members of the Senate of the National University of Ireland.
11. The Secretary shall conduct under the direction of the President such correspondence as Údarás na hOllscoile shall prescribe and shall carry out the instructions of Údarás na hOllscoile in such other reasonable ways as Údarás na hOllscoile shall prescribe for the general business of the University.
12. The Secretary shall consult, as directed by the President, with other officers of the University in respect of matters of common concern.

## **CHAPTER V**

### **THE BURSAR**

1. Statute CCXVIII, Chapter I, is hereby amended by the deletion of the following Section therein:



“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”.

#### CHAPTER VI

1. Nothing herein contained shall affect any appointment made, right acquired or act done under any previous Statute of the University.
2. This Statute shall come into operation on the thirtieth day of April, Two Thousand and Ten, and may be cited as Statute CCCXV, National University of Ireland, Galway, or Stat. CCCXV, Nat. Univ. of I., Galway.

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

L.S.

James J. Browne, *Uachtarán*  
Séamus Mac Mathúna, *Rúnaí*