

Terms of Reference for IReL Governance Committee

As IReL funders, HEA and DFHERIS, have withdrawn from the IReL Governance Committee on the basis that their participation may be viewed as a conflict of interest, there are now two vacancies. In the interest of ensuring that the Committee has an appropriate range of expertise it is proposed to replace these two positions. It is proposed to appoint a representative from Research Ireland as they are key stakeholders in the research landscape. The second representative could be a representative from the Health Research Board, or the Board may want to consider if there are any competencies currently lacking that could be filled by appointing a special expert.

Terms of Reference (ToR)

Purpose

As IReL host Maynooth University has an obligation to provide a mechanism for its governance. The Governing Board (GB) shall ensure that appropriate governance arrangements are in place and are operating effectively and that IReL performs in line with best practice in all aspects of its operations.

Scope

The GB shall:

- Oversee and ensure the good governance of IReL
- Review and approve budgets, requests for funding/resourcing, and large-scale project proposals in line with IReL's mission
- Review and approve IReL's strategic plan
- Consider broader issues in the HEI environment affecting the strategic direction of IReL
- Delegate operational responsibility for the running of IReL to the Director.

The board may, from time to time, establish such committees or task forces as are necessary to assist it in the performance of its duties.

Membership

The membership of the GB shall be competency based and include expertise in the areas of finance, governance, and research policy and infrastructure.

- The membership shall consist of:
 - The Chair shall be the MU President or their nominee (standing member)
 - The IReL Director (standing member)

- ⊖ A Research Ireland nominee
- An international e-library expert
- IUA Vice Presidents and Deans of Research Group nominee
- IUA University Chief Finance Officers Group/ Secretaries Group joint nominee
- TUA Heads of Research nominee
- IUA librarians' group nominee
- TUA librarians' group nominee
- The GB Chair may appoint an additional two members to the GC as special advisors for a fixed term
- The membership of the GB shall reflect Maynooth University's Equality and Diversity Policy
- Members are expected to notify the Chair if they can no longer carry out their duties. The Chair may request replacement nominees of non-active members

Term

Non-standing members will serve a three year term and cannot serve more than two consecutive terms. A member's second and final term is limited to one year.

Secretariat

Secretariat will be provided by the IReL Executive.

Meetings

- The Governing Board shall meet at least once per year, and no more than four times per year.
- A quorum will consist of half the number of members plus one. Meetings will not proceed without a quorum.
- In between meetings and in the event of an issue arising requiring an urgent decision the Chair and the Executive Director may agree to seek a decision from the Committee via email.