



IRISH UNIVERSITIES ACT, 1908
ACHT CHOLÁISTE PHRÍOMH-SCOILE NA GAILLIMHE, 1929
UNIVERSITIES ACT, 1997

OLLSCOIL NA hÉIREANN, GAILLIMH

RIALACHÁN 1/2018

National University of Ireland, Galway/*Ollscoil na hÉireann, Gaillimh*

REGULATION 1/2018/*RIALACHÁN 1/2018*

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 Regulation contained in the Schedule hereto for the general government of the said University./*Faoi agus de bhua na gcumhacht sin a bheirtear dúinn ag na hAchtanna thuasluaite, déanaimidne, Údarás na hOllscoile ag Ollscoil na hÉireann, Gaillimh, tríd an ionstraim seo faoi Shéala Ollscoil na hÉireann, Gaillimh, an Rialachán atá sa Sceideal seo thíos chun rialú ginearálta na hOllscoile sin.*

Given under the Common Seal of National University of Ireland, Galway, this twenty fifth Day of October, Two Thousand and Eighteen./*Arna thabhairt faoi Ghnáth-Shéala Ollscoil na hÉireann, Gaillimh, an fiche cúigiú lá seo do Dheireadh Fómhair, Dhá Mhíle agus a hOcht Déag.*

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

I láthair nuair a greamaíodh Gnáth-Shéala

Ollscoil na hÉireann, Gaillimh, dó seo:

L.S.

Ciarán Ó hÓgartaigh, *Uachtarán*
Gearóid Ó Conluain, *Rúnaí*

Schedule – REGULATION 1/2018/*Sceideal – RIALACHÁN 1/2018*

All previous Regulations of National University of Ireland, Galway, shall be read and construed with the alterations, additions and modifications hereinafter set forth./*Déanfar Rialacháin uile Ollscoil na hÉireann, Gaillimh, roimhe seo a léamh agus a fhorléiriú maille leis na hathruithe, na breisithe agus na modhnuithe atá leagtha amach ina dhiaidh seo thíos.*

CHAPTER I

ROLE OF EXECUTIVE DEANS

1. As a member of the University's Management Team, the role of Executive Dean shall be a key strategic leadership position with management responsibility at University level and at College level. As Executive Officer of the College, a Dean shall have responsibility to provide academic leadership to the College. In discharging this role the Dean shall work, in particular, with the College Executive Board, Heads of Schools, Heads of disciplines, Programme Directors and Directors of Research Institutes and Centres within the College. The Dean and the members of the College shall play a leadership role in developing and enhancing the programmes of the College, in promoting excellence in teaching and research and in promoting the academic welfare of students. The Dean shall work under the direction of the University President.

2. The broad responsibilities of the Dean shall encompass the following areas:

(a) Academic Leadership

- i. Leading the development of the academic mission of the University as the central thrust of the University's Strategic Plan.

(b) Research, Innovation & Impact

- i. Working with the Vice President for Research and the University Management Team, in contributing to the development of the University's Research and Innovation Strategy.

(c) Teaching and Learning

- i. Providing leadership in the development, improvement and quality assessment of academic programmes, with particular focus on their structure, delivery and assessment.

(d) International reputation and reach

- i. Developing a long-term College strategy for enhancing the University's international reputation and reach and a multi-annual execution plan, aligned to the University's internationalisation strategy.

(e) Representational Role

- i. Representing the College within the University and externally and representing the University as required by the President.

(f) Human Resources

- i. Representing the President, as required, on Boards of Assessors and Promotional Boards for staff in the College, particularly academic staff, and actively recruiting and retaining the optimal talent to contribute to the University's mission in research, innovation and impact, and in teaching and learning.

(g) Resource Management

(For the purpose of resource allocation a College comprises the schools, disciplines, programmes, and research institutes and centres, attached to it for that purpose)

- i. Supporting the development of the University and the College through appropriate

and responsible income generation, resource allocation and budgetary planning consistent with the mission, strategy and needs of the University.

(h) Other

- i. Such other duties as may be assigned by the President.

CHAPTER II

REPORTING RELATIONSHIPS OF EXECUTIVE DEANS

1. The Dean shall be responsible to the President for the academic and administrative affairs of the College.
2. The Dean shall be responsible for the academic leadership of the College and shall have the authority to implement the academic, administrative and resource-management policies of the College, in consultation with the College Executive.
3. Heads of Schools, Research Institutes, and Vice Deans within the College shall be responsible to the Dean in matters associated with academic administration and resource management.

CHAPTER III

APPOINTMENT PROCEDURES FOR EXECUTIVE DEANS

1. Appointment Procedures

(a) At a date not later than nine months prior to an impending vacancy, the President shall initiate the appointment process for a relevant Deanship.

(b) Notification of the impending vacancy shall be advertised externally in the normal manner, with documentation setting out the role and responsibilities of a Dean.

(c) Applications shall be invited by a closing date not later than 7 months prior to the impending vacancy

(d) All eligible shortlisted applicants shall be invited:

(i) To make a presentation, to which all members of College will be invited, setting out their candidacy and plans for the College

(ii) To an interview by a Board comprising:

- President (Chair)
- Registrar and Deputy President
- Two members of the College, nominated by the College
- The Dean of another College
- Two external assessors appointed by the President

The Board shall reflect the University's requirement for gender balance in the membership of

selection boards.

(e) The report and recommendation of the Interview Board shall be submitted to Údarás na hOllscoile for adoption. Subject to the adoption of the report by Údarás na hOllscoile, the President will make the appointment.

2. Eligibility

Members of staff and external candidates who hold the position of Professor, Personal Professor, Senior Lecturer or Lecturer (above and below bar) are eligible, provided they have been confirmed in the post, to be appointed to the Deanship of the College.

3. Term of Office

Appointment of Deans shall be for a period of four years, renewable for one further period of four years, on the recommendation of the President to Údarás na hOllscoile and following consultation with the Registrar & Deputy President and the College Board.

Note: Further detail on the role, reporting relationship of, and appointment procedures of Executive Deans is specified in document APR/18/A2/5(c) of the Academic Planning and Resource Committee, approved by Údarás na hOllscoile on 27 April 2018.

CHAPTER IV

1. This Regulation shall come into operation on the twenty fifth Day of October, Two Thousand and Eighteen, and may be cited as Regulation 1/2018, National University of Ireland, Galway, or Reg. 1/2018, Nat. Univ. of I., Galway.

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

L.S.

Ciarán Ó hÓgartaigh, *Uachtarán*
Gearóid Ó Conluain, *Rúnaí*



CAIBIDIL I

RÓL NA nDÉAN FEIDHMIÚCHÁIN

1. Mar chomhalta d'Fhoireann Bainistíochta na hOllscoile, is post ceannaireachta straitéisí tábhachtach a mbeidh freagracht bainistíochta ag baint leis ag leibhéal Ollscoile agus ag leibhéal Coláiste a bheidh i ról an Déin Feidhmiúcháin. Mar Oifigeach Feidhmiúcháin de chuid an Choláiste, beidh sé de chúram ar an Déan ceannaireacht acadúil a thabhairt don Choláiste. Nuair a bheidh sé/sí ag cur an ról seo i gcrích, oibreoidh an Déan, go háirithe, le Bord Feidhmiúcháin an Choláiste, le Cinn Scoile, le Cinn disciplíní, le Stiúrthóirí na gClár agus le Stiúrthóirí Institiúidí agus Ionad Taighde laistigh den Choláiste. Bíonn ról ceannaireachta ag an Déan agus ag comhaltaí an Choláiste i bhforbairt agus i bhfeabhsú chláir an Choláiste, i gcothú feabhais sa teagasc agus sa taighde agus i leas acadúil na mac léinn a chur chun cinn. Beidh an Déan ag obair faoi stiúir Uachtarán na hOllscoile.
2. Beidh na réimsí seo a leanas ar na cúraimí leathana a bheidh ar an Déan:
 - (a) **Ceannaireacht Acadúil**
 - i. Forbairt mhisean acadúil na hOllscoile a stiúradh mar chuid lárnach de Phlean Straitéiseach na hOllscoile.
 - (b) **Taighde, Nuálaíocht & Tionchar**
 - i. Oibriú leis an Leas-Uachtarán Taighde agus le Foireann Bainistíochta na hOllscoile d'fhonn cur le forbairt Straitéis Taighde agus Nuálaíochta na hOllscoile.
 - (c) **Teagasc agus Foghlaim**
 - i. Ceannaireacht a chur ar fáil i bhforbairt, feabhsú agus measúnacht cháilíochta na gclár acadúil, ag díriú go háirithe ar struchtúr, ar mhodh seachadta agus ar mheasúnacht na gclár.
 - (d) **Cáil agus raon feidhme idirnáisiúnta**
 - i. Straitéis fhadtéarmach a fhorbairt don Choláiste a chuirfidh le cáil idirnáisiúnta na hOllscoile agus lena raon feidhme idirnáisiúnta, agus plean feidhmiúcháin ilbhliantúil a fhorbairt a bheidh ailínithe le straitéis idirnáisiúnaithe na hOllscoile.
 - (e) **Ról Ionadaíochta**
 - i. Ionadaíocht a dhéanamh ar an gColáiste laistigh den Ollscoil agus lasmuigh di agus ionadaíocht a dhéanamh ar an Ollscoil de réir mar a éileoidh an tUachtarán é.
 - (f) **Acmhainní Daonna**
 - i. Ionadaíocht a dhéanamh ar an Uachtarán, de réir mar is gá, ar Bhoird Mheasúnóirí agus ar Bhoird Arduithe Céime don fhoireann sa Choláiste, an fhoireann acadúil go háirithe, agus a bheith gníomhach ag earcú na tallainne is fearr chun go gcuirfear le misean na hOllscoile maidir le taighde, nuálaíocht agus tionchar, agus sa teagasc agus san fhoghlaim.
 - (g) **Bainistíocht Acmhainní**

(Chun críche acmhainní a leithdháileadh is éard is Coláiste ann na scoileanna, na disciplíní, na cláir, na hinstiúidí agus na hionaid taighde atá ceangailte leis chuige sin)



- i. Tacú le forbairt na hOllscoile agus an Choláiste trí ioncam a ghiniúint go cuí agus go freagrach, trí acmhainní a leithdháileadh agus trí phleanáil bhuiséadach a bheidh ag teacht le misean, le straitéis agus le riachtanais na hOllscoile.

(h) Eile

- i. Aon dualgais eile a chinnfidh an tUachtarán.

CAIBIDIL II

CAIDRIMH THUAIRISCITHE NA nDÉAN FEIDHMIÚCHÁIN

1. Beidh an Déan freagrach don Uachtarán maidir le gnóthaí acadúla agus riaracháin an Choláiste.
2. Beidh an Déan freagrach as ceannaireacht acadúil an Choláiste agus beidh an t-údarás aige/aici polasaithe acadúla, riaracháin agus bainistithe acmhainní an Choláiste a chur i bhfeidhm, i gcomhar le Coiste Feidhmiúcháin an Choláiste.
3. Beidh Cinn Scoile, Institiúidí Taighde agus Leas-Déin laistigh den Choláiste freagrach don Déan in ábhair a bhaineann le riarachán acadúil agus le bainistiú acmhainní.

CAIBIDIL III

NÓSANNA IMEACHTA CEAPACHÁIN DO DHÉIN FEIDHMIÚCHÁIN

1. Nósanna Imeachta Ceapacháin

- (a) Ar dháta nach deireanaí ná naoi mí sula mbeidh folúntas ann, cuirfidh an tUachtarán tús leis an bpróiseas ceapacháin don Déanacht atá i gceist.
- (b) Fógrófar an folúntas atá ag teacht go seachtrach ar an ngnáthbhealach, agus beidh cáipéisíocht ar fáil ina leagfar amach an ról agus na freagrachtaí a bhíonn ar Dhéan.
- (c) Déanfar gairm ar iarratais faoi spriocdháta nach déanaí ná 7 mí sula mbeidh an folúntas ann.
- (d) Tabharfar cuireadh do gach iarrthóir atá incháilithe agus atá ar an ngearrliosta:
 - (i) Láithreoireacht a dhéanamh, a mbeidh cuireadh ag comhaltaí uile an Choláiste chuici, ina leagfar amach a n-iarrthóireacht agus a bpleananna don Choláiste
 - (ii) Teacht chun agallaimh le Bord ar a mbeidh na daoine seo a leanas:
 - An tUachtarán (Cathaoirleach)
 - An Meabhránaí agus Uachtarán Ionaid
 - Beirt de chomhaltaí an Choláiste, a ainmneoidh an Coláiste
 - Déan Coláiste eile



- Beirt mheasúnóirí ón taobh amuigh a cheapfaidh an tUachtarán

Beidh an Bord ag cloí le riachtanas na hOllscoile maidir le cothromaíocht inscne i mballraíocht bord roghnúcháin.

(e) Cuirfear tuairisc agus moladh an Bhoird Agallaimh chuig Údarás na hOllscoile chun go nglacfar leo. Má ghlacann Údarás na hOllscoile leis an tuairisc, déanfaidh an tUachtarán an ceapachán.

2. Incháilitheacht

Tá comhaltaí foirne agus iarrthóirí ón taobh amuigh a bhfuil post Ollaimh, Ollaimh Phearsanta, Léachtóra Shinsearaigh nó Léachtóra (os cionn an bhaic nó faoina bhun) acu i dteideal cur isteach ar Dhéanacht an Choláiste, ar an gcoinníoll go mbeidh siad dearbhaithe ina bpost.

3. Téarma Oifige

Ceapfar Déin ar feadh tréimhse ceithre bliana, agus féadfar tréimhse ceithre bliana eile a chur léi sin, ar mholadh ón Uachtarán chuig Údarás na hOllscoile agus i ndiaidh dul i gcomhar leis an Meabhránaí & Uachtarán Ionaid agus le Bord an Choláiste.

Tabhair faoi deara: Tá tuilleadh eolais faoi ról, caidreamh tuairiscithe, agus nósanna imeachta ceapacháin na nDéan Feidhmiúcháin le fáil i ndoiciméad APR/18/A2/5(c) an Choiste Pleanála Acadúla agus Acmhainní, a d'fhaomh Údarás na hOllscoile an 27 Aibreán 2018.

CAIBIDIL IV

1. Tiocfaidh an Rialachán seo i ngníomh an fiche cúigiú lá do Dheireadh Fómhair, Dhá Mhíle agus a hOcht Déag, agus féadfar Rialachán 1/2018, Ollscoil na hÉireann, Gaillimh, a ghairm de, nó Rial. 1/2018, O. na hÉ., Gaillimh.

I láthair nuair a greamaíodh Gnáth-Shéala
Ollscoil na hÉireann, Gaillimh, dó seo:

(L.S.)

Ciarán Ó hÓgartaigh, *Uachtarán*
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