

Minutes of the Governing Body Meeting – December 11, 2019

- Present:** David Holohan (Chairperson), Dr Annie Doona, Dr Fionnuala Anderson, Celine Blacow, Eimear Boyd, Marie Carroll, Kieron Connolly, Anthony Dunne, Maeve McConnon, John McDonnell, Fiona McLoughlin, Áine O’Sullivan, Jim Pipe, Tom Taylor
- Apologies:** Sorcha Nic Cormaic, Joachim Pietsch, Aoife Ruane, Cllr Barry Saul, Cllr Barry Ward
- In Attendance:** Bernard Mullarkey, David Smith (except Items 1, 3 and 8.1) Elizabeth Stunell

1. Adoption of Agenda

The Agenda was adopted as circulated, with the agreement that Item 8.1 will be taken ahead of Item 3.

Proposed: Aine O’Sullivan
Seconded: Jim Pipe

2. Conflicts of Interest

No conflicts of interest were reported regarding items for discussion on the agenda for this meeting.

3. Adoption of the Minutes of the Meetings of October 2nd and November 29th 2019 (incl. Internal Publication)

The Minutes of the Meetings of October 2nd and November 28th were approved as follows:

Minutes of the Meeting of October 2nd were approved including for publication:

Proposed: Marie Carroll
Seconded: Jim Pipe

Minutes of the Special Meeting of the Governing Body of 28th November 2019 were approved.

Proposed: Celine Blacow
Seconded: John McDonnell

4. Matters Arising

No Matters Arising.

- 5. Correspondence**
HEA Rolling Governance Review, Pay, Pensions, Travel & Subsistence and Leave – receipt of correspondence in relation to the HEA Rolling Governance Review – Pay, Pensions, Travel & Subsistence and Leave, was noted. This item will be further discussed at Item 10.

- 6. Technical Approvals**
6.1 Bank Accounts
No update.

6.2 Property Rentals

The Governing Body approved the following Media Cube Licences:

- Score Music Interactive T/A Xhail
- LUL Consulting (formerly Media Street)

Proposed: Chairperson
Seconded: Dr Fionnuala Anderson

6.3 HR Appointments

1. President (7 year fixed term appointment)

Further to an extraordinary meeting of the Governing Body and their approval of the appointment, Mr. David Smith will be appointed to the post of President on April 1st 2020.

2. Completed Interview Board Recommendations

The President has received the following recommendations. Subject to the satisfactory completion of the verification processes the President is prepared to recommend the appointment of the nominated candidates with effect from the date of their taking up duty in the particular post. Such sanction to appoint is conditional on the President being satisfied, following review, that the necessary funding arrangements and compliance with Employment Control Ceilings are in place to support appointments on a case by case basis.

HR Manager (Permanent Whole-time)

EDI Manager (5 year, Fixed Term Contract)

3. Various Posts

Permission is sought from Governing Body for the President, subject to the satisfactory completion of the verification processes, to offer appointments on foot of the following competitions which will be advertised early in the New Year.

Head of Faculty of Film, Art and Creative Technologies (FACT)

Proposed: Tom Taylor
Seconded: Marie Carroll

7. Governing Body Committees and Academic Council

7.1 Minutes of the Academic Council meetings of 17th June and 30th September 2019

The Minutes of the Academic Council meetings of 17th June and 30th September 2019 were noted by the Governing Body. An update regarding matters considered by the Academic Council during this period was given by the President. The President noted that a number of Programme Board Reports have been returned to Programme Chairs as they are not in the required format. The Academic Council is working to ensure consistency across Programme Board Reports to allow for greater cross-comparisons of issues raised within these reports.

7.2 Annual Report of the Health & Safety Committee 2018/2019

The Annual Report of the Health and Safety Committee 2018/2019 was noted by the Governing Body. An overview of key items within the report was given by the Secretary/Financial Controller. It was noted that the Health and Safety Committee is a consultative committee. The relatively low level and seriousness of accidents reported was welcomed by the Governing Body. However it was noted that building evacuation times following activation of a fire alarm are as yet unsatisfactory. Fire Drills will be held for IADT's buildings early in the New Year.

8. Governing Body Resolutions

8.1 The Governing Body ratifies the decision taken at the Special Governing Body meeting of 28th November 2019, to appoint Mr David Smith as President of IADT (16/2019)

With the agreement of the Governing Body, Item 8.1 was taken ahead of Item 3. It was noted that the Governing Body appointed a Sub-Committee of Governing Body to oversee the appointment of a new President for IADT, to take office from April 1st 2020. The Chairperson gave an overview of the process, which included the appointment of Mazars to provide the impartial administrative support for the recruitment process. A report on the process prepared by Mazars was circulated to and noted by the Governing Body. It was noted that throughout the process, gender balance in relation to candidates shortlisted and subsequently interviewed was maintained. An overview of the Interview Selection Panel was also given. Following the process, the Interview Selection Panel recommended the appointment of David Smith, current Head of Faculty of Film, Art and Creative Technologies as the next President of IADT. A Special Governing Body Meeting was held via conference call on November 28th last to approve the appointment. Minutes of this meeting were also prepared for approval – Item 3. Resolution 16/2019 was adopted by the Governing Body.

Proposed: Chairperson
Seconded: Celine Blacow

David Smith – President Elect – was invited to join the Governing Body meeting. Members of the Governing Body congratulated David on his appointment. David Smith introduced himself to the Governing Body. The President noted that news of David Smith's appointment has been well received within the sector with much positive feedback received through social media.

8.2 The Governing Body Approves the Policy for the Protection of Children and Vulnerable Adults (17/2019)

The President gave an overview of the IADT Policy for the Protection of Children and Vulnerable Adults to the Governing Body. Provisions in relation to mandatory reporting to Tusla were outlined and are reflected within the Policy. The possible interactions between IADT and children (those under the age of 18) were outlined. These include a small number of 1st year students who are under 18 years old when they join their courses, students participating on portfolio and part-time courses and students participating in the FÍS project. The presence of a primary school on IADT's campus was also noted. The wide definition of adults who may be considered 'vulnerable adults' was noted. However it was further outlined that it is more difficult to form a solid definition for 'vulnerable adult' than it is for 'child'.

The Governing Body suggested that the protection of both 'children' and 'vulnerable adults' within the one policy may lead to ambiguity and an overly complex policy and that separate policies in relation to the Protection of Children and the Protection of Vulnerable Adults should be developed. It was therefore agreed that the Policy for the protection of Children and Vulnerable Adults as presented, would be approved for a period of 1 year, with separate policies to be developed and presented to the Governing Body in 2020. Resolution 17/2019 was adopted by the Governing Body for a period of 1 year.

Proposed: Chairperson
Seconded: Anthony Dunne

8.3 The Governing Body approves the IADT Annual Report 2017/2018 (18/2019)

Circulation of the IADT Annual Report 2017/2018 was noted by the Governing Body. One error within the document was noted and will be corrected prior to publication. Resolution 18/2019 was adopted by the Governing Body.

Proposed: Dr Fionnuala Anderson
Seconded: Áine O'Sullivan

9. President's Briefing

9.1 President's Briefing

Circulation of a briefing by the President was noted by the Governing Body – a number of key events and achievements from within the briefing were highlighted:

- **Oscars 2020** – The Irish Film and Television Academy has announced that feature documentary 'Gaza' has been selected as Ireland's entry for the Oscars' Best International Feature Film for the 92nd Oscars in 2020. Gaza is co-directed by IADT graduate Garry Keane and edited by IADT graduate Mick Mahon.
- **Conferring and Honorary Fellow** – IADT's Conferring Ceremony took place on November 8th at the RDS. The ceremony included the award of IADT Honorary Fellow which was presented to Frank Keane of EisnerAmper Ireland in recognition of his contribution to Irish business regionally, nationally and internationally and for his support for IADT students, staff and graduates. The President also thanked members of the Governing Body who officiated at each of the ceremonies.

- **Jamie Cross** – congratulations to recent BA (Hons) in Art graduate Jamie Cross on his exhibition and award at the RDS Visual Arts Awards. Jamie is currently a student on the MA in Art Research and Collaboration.
- **ARC-LAB Scholarship** – MA in Art Research Collaboration student Róisín Power Hackett has been awarded the inaugural ARC-LAB Gallery Curatorial Scholarship. The ARC-LAB Scholar will work with the Curator of the LAB Gallery on programming and research into curatorial strategies, and develop a self-initiated curatorial project at the LAB Gallery. The ARC-LAB Scholarship also includes fees funding for the recipient as a full-time student on the MA in Art and Research Collaboration.
- **Checking In** – BA (Hons) in Visual Arts graduate Alex Keating was longlisted for the RDS Visual Arts Awards and is the recipient of the Ormond Art Studios Graduate Residency Award 2019. Alex's exhibition 'Checking In' was on show from September 26th to 29th last.
- **Cultural Education Collaboration between IADT and Ecole Supérieure des Arts Visuels (ESAV)** – IADT signed a historic agreement with Ecole Supérieure des Arts Visuels de Marrakech (ESAV), Morocco on Friday 4th October 2019. Students and staff from IADT and ESAV will initially explore collaborations in film, design and entrepreneurship through the Erasmus initiative. The increasing number of students availing of Erasmus exchange opportunities was welcomed by the Governing Body.
- **Open Days and Recruitment Events** – IADT hosted Open Days on November 22nd and 23rd last which were well attended with 1500+ visitors over the two days. The Open Days featured a number of programme-specific talks as well as talks for parents and focused groups of potential applicants. In addition to Open Days, IADT holds a number of student recruitment and information events including workshops for Art Teachers, talks for parents, Taster Days and hosted school tours to IADT. An active marketing campaign is also underway ahead of the February 1st CAO closing date.
- **15 years of Psychology at IADT** – IADT celebrated the 15th year of its Psychology and 10th year of its Cyberpsychology programmes with events held on November 22nd and 23rd last. The events included a number of talks given by respected professionals in the area and a focus on the careers IADT's psychology and cyberpsychology graduates have embarked upon.
- **FÍS Awards** – the 15th annual awards event was attended by over 900 students from schools across the country. The FÍS project introduces young students to all aspects of the film-making process, helping children to develop teamwork, communication and technological skills. The FÍS Film Project is an initiative of the Department of Education and Skills managed by IADT and the Professional Development Service for Teachers (Technology in Education Dept.). The event was streamed live by IADT's MA in Broadcast Production for Radio and TV students via the FÍS Film Project website courtesy of the National Education & Research network, HEAnet. The overall winners of the Aileen MacKeogh Award were from Gardiner Street Primary School – as part of their prize, the students will be invited to IADT's National Film School in early 2020 to take part in workshops and make a short film at IADT.
- **Young Women in Film** – it was noted that the Dun Laoghaire-Rathdown County Council has awarded funding to IADT in support of the third annual Young Women in Film workshop which will take place in early 2020. The funding allocation by Dun Laoghaire-Rathdown County Council was welcomed by the Governing Body.

- **European Investment Bank** – a delegation from the European Investment Bank accompanied by representatives from the NDFA and HEA – were on campus on November 22nd last in relation to IADT’s Digital Media Building. The visit went well with positive feedback from the visit having been received from the EIB.
- **Employment Control Framework** – the HR Office will compile the December ECF Staff headcount in the New Year. As previously noted, the increase in IADT’s ECF allocation is welcomed, however, provisions for the implementation of changes arising from the CUSH Report/HPAL contracts, means that IADT will only gain flexibility for at most 2 additional posts. It is expected that no additional budget allocation will be made by the HEA to cover pay for any additional posts.
- **Compact & Strategic Dialogue** – IADT’s Compact Progress Report was submitted to the HEA in October. As yet, no information regarding dates to meet with the HEA to discuss IADT’s submission has been issued. The President also noted that the THEA Presidents recently met with Dr Alan Wall, new CEO of the HEA, and updated the Governing Body regarding the meeting.
- **Sheridan College** – a visit by the President of Sheridan College, Canada, is being organised for January 2020 to formally launch the new MA in Animation programme developed and to be offered in collaboration by IADT and Sheridan College.
- **Sectoral Updates** – it was noted that Dr Orla Flynn (currently Vice President for External Affairs at CIT) has been appointed as President of GMIT. Prof Dáire Keogh (currently Deputy President of DCU) has been appointed and will succeed Prof Brian MacCraith as President of DCU during 2020. In addition, a number of upcoming vacancies at the HEA were noted.

9.2 IADT: Financial Update

Circulation of the Management Report for October 2019 along with the supporting briefing from the Secretary/Financial Controller was noted by the Governing Body. A briefing regarding a number of key figures within the report was also given by the Secretary/Financial Controller. It is projected that IADT will be in a position to return a balanced budget to the HEA for 2019. A number of factors that have contributed to this were outlined by the Secretary/Financial Controller and included delays in filling vacancies and superannuation income received from a number of staff.

9.3 Athena SWAN Update

More detailed feedback has been received in relation to IADT’s application for Bronze Level Athena SWAN accreditation. Interviews have taken place for an EDI Manager for IADT and it is hoped to have the successful candidate in post early in the New Year. Meetings of the Athena SWAN Self Assessment Team are ongoing and it is intended to re-apply for Bronze Level accreditation in 2020.

10. HEA Rolling Governance Review – Pay, Pensions, Travel & Subsistence and Leave

Circulation of the HEA Rolling Governance Review – Pay, Pensions, Travel & Subsistence and Leave – was noted by the Governing Body. The Secretary/Financial Controller outlined dissatisfaction within the sector regarding the Rolling Governance Report and the HEA has been requested to withdraw the report – this request has not been acceded to by the HEA. The Secretary/Financial Controller outlined a number of inaccuracies within the report. It was also noted that in the case where a minor issue – subsequently corrected – within one audited institution was found, a sectoral recommendation was included within the report. The report was reviewed and discussed by the Governing Body.

The Internal Audit process which is carried out each year was outlined, as was the feedback mechanism from the Internal Auditors directly to the Audit and Risk Committee of Governing Body. The Audit and Risk Committee receives and considers reports from the Internal Auditors in relation to audits carried out into IADT's processes and procedures. It was outlined that Governing Bodies from each Institute circulated with the report, have been requested to respond formally to the HEA regarding same.

The Governing Body noted issues with the report and expressed dissatisfaction with the content of the report. The Governing Body requested the Secretary / Financial Controller to formulate and issue the response to the HEA on behalf of Governing Body, expressing the Governing Body's dissatisfaction with the report.

11. Student Numbers and Profile – Presentation by David Doyle, Academic Administration and Student Affairs manager

A presentation on IADT's student numbers and profile for 2019/2020 was given by David Doyle – Academic Administration and Student Affairs Manager. The Chairperson thanked David Doyle for his presentation.

12. Equality, Diversity and Inclusion Implications

No specific issues regarding Equality, Diversity and Inclusion were noted in relation to items discussed at this meeting.

The next meeting of the Governing Body will take place on January 8th 2020.

Signed: _____

David Holohan
Chairperson

Date: _____