

Minutes of the Governing Body Meeting – June 13, 2018

Present: David Holohan (Chairperson), Dr Fionnuala Anderson, Celine Blacow, Marie Carroll, Dr Annie Doona (Excl. Items 10 and 11), Maeve McConnon, John McDonnell, Helen Moynihan, Áine O’Sullivan, Joachim Pietsch, Tom Taylor, Cllr Barry Ward

Apologies: Kieron Connolly, Helen Cullinane, Fiona McLoughlin, Cllr Sorcha Nic Cormaic, Aoife Ruane, Cllr Barry Saul

In Attendance: Bernard Mullarkey (excl. Items 10 and 11), Elizabeth Stunell (excl. Items 10 and 11)

It was noted that the term of office for current Student members of the Governing Body – Helen Moynihan and Andrew Martin – ends on June 30th – on behalf of the Governing Body the Chairperson thanked Helen and Andrew for their contribution and support to the Governing Body over the past year, and wished them well in their future.

1. Adoption of Agenda

The Agenda was adopted as circulated. The President requested to add the following time to the agenda:

- Creative Arts Review

This item – Item 12 – will be taken ahead of Items 10 and 11.

Proposed: Chairperson

Seconded: Dr Fionnuala Anderson

2. Adoption of Minutes of Meeting of May 2nd 2018 (including Internal Publication)

The Minutes of the Meeting of May 2nd 2018 were approved (including approval for internal publication), with one minor correction.

Proposed: Marie Carroll

Seconded: Maeve McConnon

3. Matters Arising

- **Library Resources** – it was confirmed that staff members have been invited to identify any rare or valuable books which will be kept as restricted loan items and will need to be signed in and out if accessed by staff/students.
- **New Building** – Design Teams have been appointed in relation to the new Buildings – including the Digital Media Building at IADT – announced by the Government earlier this year. Members of the Design Team undertook a site visit to IADT on June 6th last and work on the new building is continuing.

4. Correspondence

- **Governing Body Membership** – correspondence has been received from Helen Cullinane who has resigned from the Governing Body with effect from June 13th. The Secretary/Financial Controller will now write to Houghton Mifflin Harcourt to seek nomination of a member to the Governing Body. The Governing Body expressed thanks to Helen Cullinane for her contribution to the Governing Body during her term as member, and wished her well for the future.

5. Technical Approvals

5.1 Bank Accounts

None.

5.2 Property Rentals

The Governing Body approved the following Media Cube Licences:

- IIP Exhibitions Ltd/Sky Drones Ireland
- ClearStory
- Fun in Doing It

Proposed: Chairman

Seconded: Maeve McConnon

5.3 HR Appointments

1. Completed Interview Board Recommendations (Internal & External Competitions)

The President has received the following recommendations. Subject to satisfactory completion of the verification processes the President will then recommend the appointment from the panel of the nominated candidates with effect from the date of their taking up duty in the particular post (which is estimated at 12th July 2018). 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.

10/18 Admissions and Registrations Officer, Permanent Whole Time

The President has received the following recommendations. Subject to the satisfactory completion of the verification processes the President is prepared to recommend the appointment from the panel of the nominated candidate subject to references, Garda Vetting and completion of Medical. 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.

08/18 Disability Officer, Permanent Whole Time

2. 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 competitions which will be advertised in the Irish Times, the closing date for all of these competitions was 5pm on Friday 15th June 2018 and interviews will take place for all the posts below in July 2018.

Ref No.	Job Title	Status – Permanent/Fixed Term etc.
10/18	Grade VI (HR Office)	Fixed Term – Purpose of substitution
11/18	Grade V (Library)	1 year Fixed Term
14/18	AL Applied Psychology	Permanent Part-time (0.5wte)
15/18	AL in Electronics	1 year Fixed Term (0.5wte)
16/18	AL in Cinematography	1 year Fixed Term (0.5wte)

3. Career Break, Job share and Workshare for 2018/19

As a result of additional hours being made available through Career Break/ Job Share and Work Share Schemes, we will be circulating a number of internal academic posts through expressions of interest. However if unfilled there may be a requirement to advertise a number of posts (1 year fixed term) externally. The number and detail are yet to be established and information will be provided in the next Governing Body report.

4. Progression

The following staff members have applied for Progression from AL to L, the Progression Panel has met and approved the progression for the below and the President has approved the outcome. We are now seeking ratification from Governing Body for the following progressions:

Proposed: Dr Fionnuala Anderson
 Seconded: Tom Taylor

6. Governing Body Committees and Academic Council

6.1 Minutes of the Audit and Risk Committee Meeting of 21st March 2018

The Minutes of the Audit and Risk Committee meeting of 21st March 2018 were noted by the Governing Body. An update regarding matters considered by the Audit and Risk Committee during this period was given by the Chairperson of the Committee. It was reported that the Audit and Risk Committee had requested a number of area-specific presentations in relation to the management of risks – the first of these has taken place and was given by the Registrar.

7. Governing Body Resolutions

7.1 The Governing Body Approves the Award of IADT Honorary Fellow (7/2018)

The President reminded members of the Governing Body regarding the criteria for nominations for the Award of IADT Honorary Fellow. The Governing Body were also reminded that the names of the nominees remain confidential at present. The following nominations presented to and approved by the Governing Body:

Resolution 7/2018 was adopted by the Governing Body.
 Proposed: Chairman
 Seconded: Cllr. Barry Ward

8. President's Briefing

Circulation of a written briefing by the President was noted, and a number of items within the briefing were highlighted:

- **Tracknstop Video Competition** – the Media Cube hosted an event at which the winners of the Tracknstop Video Competition were announced – the competition was won by IADT student Cian Desmond.
- **Cannes Advertising Festival** – Visual Communications Graduate Emily Blarney along with her creative partner Niamh Ryan were selected to represent Ireland at the recent Young Lions competition at Cannes.
- **ICAD Awards** – IADT’s Atrium Building makeover was awarded an ICAD Bronze Gong recently for Environmental Design.
- **Audrey Doyle** – IADT graduate Audrey Doyle has won the BAFTA Television Craft Award for her work as a make-up artist on the TV series TabooFX.
- **Sheridan College** – IADT and Sheridan College, Toronto, Canada, have signed a Memorandum of Agreement to explore the development of a collaborative MA in Animation, to be accredited by IADT.
- **1916 Bursary** – IADT as part of the collaborative cluster with UCD, TCD, NCAD and Marino Institute of Education, has been awarded a number of student bursaries to support students from socio-economically disadvantaged backgrounds to access Higher Education. Each Institution has received 8 bursaries providing funding of €5K per year of study.
- **Graduate Exhibition and Showcase** – IADT’s annual Exhibition and Showcase event for students graduating from the Faculty of Film, Art and Creative Technologies, was formally opened by Dee Forbes – Director General of RTÉ – on May 31st last. The event was a great success. Earlier on the same day, IADT hosted an event for Industry professionals – it is hoped to further develop this event in future years. A number of private tours of the Exhibition for members of the Press were also provided. Discussions will take place early in the new academic year regarding how work from the Faculty of Enterprise and Humanities can be included within the Graduate Showcase.
- **Gender Equality** – both Dr Josephine Browne – Head of Faculty of Enterprise and Humanities, and the President, have been invited by the London-based Equality Challenge Unit, to be Athena SWAN Panel members at assessment panels in London in the autumn. This will provide useful insights for IADT’s forthcoming application for Athena SWAN accreditation.
- **Compact and Strategic Dialogue** – the Executive met with members of the HEA on June 11th to discuss IADT’s draft Compact. It was recognised that the drafting of a final compact by September as required will be difficult as IADT is in the process of developing a new Strategic Plan. In light of this the HEA may give consideration to extending IADT’s presentation deadline on the Compact to the international panel until the spring of 2019.
- **Programmatic Review** – IADT’s Programmatic Review of postgraduate programmes from both Faculties will take place on June 14th and 15th next. The President outlined the importance of Programmatic Review in ensuring programme quality to the Governing Body.
- **CAO Numbers** – as requested at the previous meeting, a copy of IADT’s current CAO application numbers was circulated to the Governing Body.

9. **IADT: Financial Update**

Circulation of the Management Report for April 2018 along with the supporting report from the Secretary/Financial Controller was noted. IADT’s financial position remains in line with expectation with a positive variance on the year-to-date. The Secretary / Financial Controller noted that an agreement has been reached with the contractor regarding repairs/replacement to the Media Cube cladding and that IADT’s legal costs will also be covered. In addition auditors from the C&AG have been on campus

undertaking an audit of IADT's Financial Statements for 2016/2017 – no issues have been reported and it is expected that a clean Audit Certificate will be issued to IADT.

10. Governing Body – Annual Effectiveness Review

A survey was circulated to members of the Governing Body during May 2018 to gather their input regarding a review of the Effectiveness of the Governing Body. Feedback received from the survey was circulated to the Governing Body and a discussion regarding the survey outcome took place. Members of IADT's Executive were not present during this discussion.

The Governing Body was satisfied with the output of the survey and agreed with the findings, which support the current effectiveness of the Governing Body. It was agreed that the survey will continue to be completed on an annual basis.

The Governing Body considered the start time of meetings, in the context of facilitating family friendly policies. The Governing Body determined that the 8 a.m. commencement time should remain for the coming year.

11. IADT Strategic Plan 2019-2023 – Consultation

As part of the development of IADT's Strategic Plan 2019-2023, a consultation session was held with the Governing Body facilitated by Mazars, to gather their views regarding IADT's new Strategic Plan. Members of IADT's Executive were not present during this workshop.

12. Creative Arts Review

This item was taken ahead of Item 9. The President noted receipt of a phone call on June 7th last, alerting her to an upcoming article to be published in the Irish Times, concerning an element of the Creative Arts Review report compiled for the HEA by Dr Gary Granville, which had been reported in the published minutes of the HEA Board meeting of April 2018. The report contains a series of recommendations one of which – as reported in the HEA's minutes – recommends a merger between IADT and NCAD. The President noted that neither herself as President of IADT, or Sarah Glennie – Director of NCAD, had been provided with a copy of the report by the HEA at that stage. A statement was issued to staff, the Student Union, members of the Governing Body and to the media by the President regarding this. The President also briefed the Governing Body regarding the background to the creation of the report. The President also raised this matter during IADT's meeting with the HEA on Strategic Dialogue on June 11th last. In addition, the lack of consultation with staff and students from both institutions was noted at that meeting. The HEA has now issued a copy of the report to the heads of both Institutions and requested feedback on the report and the views of students regarding the recommendation to be sought and returned to the HEA by July 20th next – the President noted that this will not be possible as the student body will be on leave during this time and will revert to the HEA on this. The President will keep the Governing Body fully briefed regarding this matter.

The next meeting of the Governing Body will take place on September 5th 2018

Signed: _____
David Holohan
Chairperson

Date: _____