

Minutes of the Governing Body Meeting – March 21, 2018

Present: David Holohan (Chairperson), Dr Fionnuala Anderson, Celine Blacow, Marie Carroll, Kieron Connolly, Dr Annie Doona, Maeve McConnon, John McDonnell, Fiona McLoughlin, Helen Moynihan, Cllr Sorcha Nic Cormaic, Joachim Pietsch, Aoife Ruane, Cllr Barry Ward

Apologies: Helen Cullinane, Andrew Martin, Áine O’Sullivan, Cllr Barry Saul, Tom Taylor

In Attendance: Bernard Mullarkey, Elizabeth Stunell

1. Adoption of Agenda

The Agenda was adopted as circulated.

Proposed: Chairperson

Seconded: Dr Fionnuala Anderson

2. Adoption of Minutes of Meeting of February 7th 2018 (including Internal Publication)

The Minutes of the Meeting of February 7th 2018 were approved (including approval for internal publication).

Proposed: Marie Carroll

Seconded: Dr Fionnuala Anderson

3. Matters Arising

- **IADT Honorary Fellow** – the President noted that the closing date for receipt of nominations for the award of IADT Honorary Fellow has been extended to March 30th next, and invited members of the Governing Body to submit a nomination should they wish for this award.
- **Standards in Public Office** – IADT has forwarded all Declarations of Interest received from Governing Body members to the Standards in Public Office. Any member who has not as yet submitted their form was reminded of their obligation to do so – the closing date for receipt of forms by the Standards in Public Office was January 31st last. A copy of the declaration should also be forwarded to IADT.

4. Correspondence

None.

5. Technical Approvals

5.1 Bank Accounts

The Secretary/Financial Controller noted that since the ending of the agreement with Bank of Ireland, IADT is now subject to Bank Charges. A review of IADT’s accounts is routinely undertaken and it is noted that retention of the following bank accounts is no longer necessary. The Governing Body approved the closure of the following bank accounts:

Proposed: Chairperson
Seconded: Sorcha Nic Cormaic

5.2 Property Rentals

The Governing Body approved the following Media Cube Licences:

- GladCloud
- Rattleberry
- ClearStory
- Weebox

Proposed: Maeve McConnon
Seconded: Sorcha Nic Cormaic

5.3 HR Appointments

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 were advertised on 26th January 2018. The closing date for these competitions was Friday 9th February 2018 and interviews have taken place throughout the month of March:

01/18 AV Technician

02/18 ICT Technician

03/18 Accounts Payable (Grade IV)

04/18 Marketing Officer (Grade V)

No Appointment Made

05/18 Quality Officer (Grade VI)

Proposed: Chairperson
Seconded: Celine Blacow

6. Governing Body Committees and Academic Council

6.1 Minutes of the Academic Council Meeting of 4th December 2017

The Minutes of the Academic Council meeting of 4th December 2017 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 highlighted discussions which took place at the Academic Council in relation to developments within the Library – information has been publicised to students regarding the benefits of the new Library layout and book borrowing systems and any issues being raised by students are being dealt with by the Registrar.

7. Governing Body Resolutions

7.1 The Governing Body Approves the Policy on the Revocation of an Award (4/2018)

The President outlined to the Governing Body the development of the Revocation of Awards Policy, outlining the situations where this policy would be implemented and also outlining the Appeals process. It was noted that the QQI required Higher Education Institutes to put this policy in place, and

that any decision to revoke an award would need to be sanctioned by the Governing Body. Resolution 4/2018 was adopted by the Governing Body.

Proposed: Sorcha Nic Cormaic
Seconded: Dr Fionnuala Anderson

*(Cllr Barry Ward and Helen Moynihan joined the meeting at 8.25)
(Joachim Pietsch joined the meeting at 8.30)*

8. President's Briefing

A written briefing was circulated by the President and was noted by the Governing Body. A number of key highlighted within the briefing were noted by the President and included the following:

- **Awards** – IADT students and graduates have been successful at a number of awards recently including the Young Directors Awards, Royal Television Society Awards and IFTA Awards.
- **Delta Awards** – IADT lecturers Dr Elaine Sisson and Dr Sherra Murphy have been nominated for their project Critical Thinking and Creative Practice at the upcoming Delta Awards which take place on March 21st. Contributions to the project made by David Quin, Clyde Doyle and Fiona Snow were also commended by the Governing Body
- **Education Awards** - IADT's First Year Matters project and Marketing Unit have been shortlisted within their categories in the upcoming 2018 Education Awards. The Governing Body wished all well for the upcoming awards.
- **Robert Eustace Shield** – IADT's football team recently won the Robert Eustace Shield – the Governing Body congratulated the team on their success.
- **MA in Interdisciplinary Design** – the second cohort of students from George Brown College, Toronto, Canada, is now on campus and participated in a week-long series of Charrettes along with students and staff from across IADT. From September 2018 the MA in Interdisciplinary Design will recruit students from both Ireland and Canada.
- **International Programme Collaborations and Development** – work is ongoing with Sheridan College in Toronto, Canada, regarding the development of a postgraduate programme in Animation – Sheridan College being the leading provider of Animation Education in Canada. The President also hosted a visit from a number of college staff from British Columbia with a view to developing collaborative programmes with colleges in Ireland.
- **Young Women in Film and Television** – the second Young Women in Film and Television masterclass – in partnership with Young Irish Film Makers and sponsored by Dun Laoghaire-Rathdown County Council – took place from February 15th to 17th last. The importance of this initiative in attracting young women to become interested in the film industry was highlighted.
- **Gender Equality** – IADT marked International Women's Day on March 8th last by tweeting key gender balance statistics for the Institute which are very positive and well received on social media channels. The Athena SWAN Self Assessment Team was recently augmented and is meeting regularly to progress IADT's submission for Athena SWAN Accreditation which it is hoped to be in a position to submit in November of this year. In addition training in the area of Unconscious Bias was provided for members of the Executive and Management Team and will be provided for staff and the Governing Body in the near future.
- **Faculty of Enterprise and Humanities** – the Faculty of Enterprise and Humanities recently held a launch event for the BA (Hons) in New Media Studies. In addition the Faculty also held a number of drop-in clinics for prospective

applications to programmes within the Faculty and a further drop-in session is planned for April 25th.

- **Institute Closures** – during the recent Storm Emma, the campus was forced to close for 3 days. The work of the Estates and Facilities Staff in making the campus safe to reopen on March 5th was recognised.
- **Strategic Plan 2019-2023** – Mazars have met with members of the Executive individually to gather their views regarding the strategic direction of the Institute as part of the development of IADT's new Strategic Plan. Further meetings with stakeholders including the Governing Body will be called in the near future.
- **HEA Compact** – the President and the Secretary/Financial Controller will attend a briefing by the HEA regarding the next phase of the Strategic Dialogue process and the development of the new Compacts.
- **Technological Universities (TU) Bill** – the TU Bill has now been passed and is expected to come into law shortly. The President updated the Governing Body regarding discussions between the various proposed consortia considering application for designation as Technological Universities. IADT along with three other Institutes of Technology are not currently involved in discussions regarding Technological University status, however the TU legislation makes provision that should any Institute of Technology outside of the TU process decide at a future date that they wish to join with a Technological University, they may apply to do so.
- **Institutional Profiles** – the HEA has published the latest collated set of Institutional Profiles on its website. It was however noted that these are a number of academic years behind current statistics.
- **Employment Control Framework** – the President noted that IADT is a small number of posts over the ECF allocation issued by the HEA a number of years ago. The President also noted that this is due to IADT having to fill a number of key posts, changes to the entitlement rules for pro-rata and CID contracts and a number of other factors. Every effort is made to comply with the ECF allocation.

9. **IADT: Financial Update**

The Secretary/Financial Controller gave a presentation to the Governing Body regarding financial matters. The Presentation included information on

- The 2018 budget allocation from the HEA including information on the sectoral allocation and a number of 'top slices' from the budget priori to allocation to individual HEIs
- 2017 budget outturn for IADT
- 2018 budget projections
- The budget allocation for IADT and other Institutes of Technology

Potential changes being considered by the HEA to the distribution model of the overall Higher Education Budget were noted. In addition the overall reduction in application numbers being experienced across the sector was highlighted. The Secretary/Financial Controller outlined to the Governing Body the impact on budget allocation of being above or below the average sectoral increase/decrease in student numbers. It was noted that under the current funding model, if the overall number of students within the sector decreases, as long as IADT's average decrease is below the average decrease within the sector, budget share should be maintained. However should proposed changes to the model for funding allocation be implemented by the HEA, this may no longer be the case. The Governing Body thanked the Secretary/Financial Controller for his presentation.

10. Media Cube – Presentation by Annmarie Phelan, Enterprise Development Manager

The Chairperson welcomed Annmarie Phelan – Enterprise Development Manager – to the meeting. Ann Marie Phelan gave a presentation to the Governing Body regarding the Media Cube. The Governing Body thanked Ann Marie for her presentation.

During the presentation, the following points were raised:

- The success of the New Frontiers programme was highlighted. It was noted that at the time of IADT's submission for New Frontiers funding, IADT was a small player and received a very small proportion of the overall funding allocated to the DIT-IADT collaboration. IADT has now grown significantly and has developed a much greater role and capacity to deliver New Frontiers and it is hoped that for future funding allocations, IADT will receive a much greater proportion of this funding. The need to achieve funding to support a post for the New Frontiers programme was highlighted.
- A number of companies based in the Media Cube have taken IADT graduates on as interns which have now translated into jobs.
- A number of companies who have come to the end of their time in the Media Cube, have expressed a desire to remain within the Dun Laoghaire locality and value the relationship that they have built with students and staff at IADT. The importance of developing High Potential Start-Ups for the local economy was also highlighted.
- The importance of having a Venture Capital company based within the Media Cube was explained to the Governing Body and the services that this company provides to both other Media Cube Companies and the Enterprise Development Manager was outlined.
- The success of the recent Enterprise Bootcamp was noted and the high calibre of students participating in the Enterprise Bootcamp was outlined to the Governing Body.

The next meeting of the Governing Body will take place on Wednesday May 2nd 2018.

Signed: _____
David Holohan
Chairperson

Date: _____