

## **Minutes of the Governing Body Meeting – May 2, 2018**

**Present:** David Holohan (Chairperson), Dr Fionnuala Anderson, Marie Carroll, Helen Cullinane, Dr Annie Doona, Maeve McConnon, John McDonnell, Cllr Sorcha Nic Cormaic, Áine O’Sullivan, Joachim Pietsch, Tom Taylor, Cllr Barry Ward

**Apologies:** Celine Blacow, Kieron Connolly, Andrew Martin, Fiona McLoughlin, Helen Moynihan, Aoife Ruane, Cllr Barry Saul

**In Attendance:** Bernard Mullarkey, Elizabeth Stunell

### **1. Adoption of Agenda**

The Agenda was adopted as circulated.

Proposed: Cllr. Barry Ward

Seconded: John McDonnell

### **2. Adoption of Minutes of Meeting of March 21<sup>st</sup> 2018 (including Internal Publication)**

The Minutes of the Meeting of March 21<sup>st</sup> 2018 were approved (including approval for internal publication).

Proposed: Sorcha Nic Cormaic

Seconded: John McDonnell

### **3. Matters Arising**

- **Election of Student Representatives to the Governing Body** – it was noted that Chloe Power and Anthony Dunne have been nominated by the student body as members of the Governing Body. Their names have been forwarded to the Dublin and Dun Laoghaire Education and Training Board for approval and to be forwarded to the Minister for Education and Skills for appointment.

### **4. Correspondence**

None.

### **5. Technical Approvals**

#### **5.1 Bank Accounts**

None.

#### **5.2 Property Rentals**

None.

### **5.3 HR Appointments**

No update.

## **6. Governing Body Committees and Academic Council**

### **6.1 Minutes of the Academic Council Meeting of 5<sup>th</sup> February 2018**

The Minutes of the Academic Council meeting of 5<sup>th</sup> February 2018 were noted by the Governing Body. An update regarding matters considered by the Academic Council during this period was given by the President. An issue raised by students in relation to the removal of security barriers within the Library and the potential for thefts of books from the Library was noted. The President noted that security barriers of the type that were in use are largely ineffective in preventing thefts of books, and that the Library refurbishment has resulted in the Library being made a more accessible and collaborative learning space for students. The Executive has considered this matter in detail at a recent meeting and has decided against the reintroduction of security barriers. However arrangements have been put in place to safeguard rare and valuable books held within IADT's collection. It was also noted that a diminishing proportion of IADT's library stock now consists of printed material while online resources, eBooks and eJournals are increasing.

### **6.2 Minutes of the Audit and Risk Committee Meeting of 13<sup>th</sup> December 2017**

The Minutes of the Audit and Risk Committee meeting of 13<sup>th</sup> December 2017 were noted by the Governing Body. An update regarding matters discussed by the Audit and Risk Committee at this meeting was given by Chairperson of the Committee.

*(Joachim Pietsch and Helen Cullinane joined the meeting at 8.15)*

## **7. Governing Body Resolutions**

### **7.1 The Governing Body approves the 2018 Corporate Procurement Plan (5/2018)**

The Secretary/Financial Controller updated the Governing Body regarding the IADT Corporate Procurement Plan which is required to be reviewed annually. It was noted that tender processes for many products and services used across the IoT sector are undertaken through the Office of Government Procurement and where possible, the services of this agency are used by IADT. Resolution 5/2018 was adopted by the Governing Body.

Proposed: Dr Fionnuala Anderson

Seconded: Maeve McConnon

### **7.2 The Governing Body approves the IADT Programmes and Budgets 2018 (6/2018)**

The Secretary/Financial Controller gave an overview of the Programmes and Budgets Document to the Governing Body. The format of the document is set out by the HEA. The Secretary/Financial Controller briefed the Governing Body regarding the content of the document highlighting a number of key figures included within the submission. The Governing Body was briefed regarding the levels of 'cash reserves' held by IADT. The HEA and OECD have recommended that Institutes of Technology should retain reserves to fund approx. sixty days operational expenses within their accounts. At present IADT has in excess of this amount however it was further outlined to the Governing Body that IADT will need to use a substantial proportion of these reserves into the future to fund building projects and/or building

equipment fit-out costs, which may result in IADT falling below the sixty-day recommended level of reserves. In addition it was noted that it has been necessary to allocate budget to undertake a major upgrade/refurbishment of workshop facilities within the Quadrangle building on health and safety grounds. A number of key issues in relation to staffing were noted to the Governing Body including recommendations from national bodies e.g. the HEA for the appointment of staff resources to support GDPR legislation and work in the area of gender/diversity and Athena SWAN, however no additional budget or ECF allocation has been made available for these appointments. Resolution 6/2018 was adopted by the Governing Body.

Proposed: Chairperson

Seconded: Cllr. Barry Ward

## 8. HEA Compact

The President briefed the Governing Body regarding the development of IADT's 2018 compact with the HEA. It is expected that IADT will submit the new Compact in the coming days. The President has noted to the HEA that IADT is currently developing a new Strategic Plan to cover the period 2019-2023 and that IADT will submit a Draft Compact which is subject to change pending finalisation of the new Strategic Plan – this has been acknowledged by the HEA. It was noted that future Compacts will operate on an academic rather than calendar year which was welcomed by the President. The initial submission of the draft Compact has focused on qualitative data with a further submission required in September of this year relating to quantitative data.

## 9. President's Briefing

Circulation of a written update from the President was noted and a number of key events highlighted.

- **Delta Awards** – IADT's team was successful in winning at the recent Delta Awards for the project "Critical Thinking and Creative Practice". The Awards are organised by the National Forum for the Enhancement of Teaching and Learning in Higher Education.
- **Dingle Animation Festival** – IADT's animation students won six of the nine International Student Animation Awards at the 6<sup>th</sup> Animation Dingle Festival this year. The increasing profile of the Dingle Animation Festival within the animation industry was noted.
- **Enactus Ireland** – a team from IADT presented their final projects to a panel of judges at the recent Enactus Ireland showcase and were placed 2<sup>nd</sup> from among eight projects presented from colleges around the country.
- **Louise Bagnall** – IADT animation graduate Louise Bagnall (2006) has won Best Animated Short at the TriBeCa Film Festival in New York for her film 'Late Afternoon'.
- **The Coronas** - IADT student Emma Casey – 4<sup>th</sup> Year Film and Television student – instigated and directed a live multi-camera music video for The Coronas, with a crew of IADT students at the National Film School.
- **Dr Olivia Hurley** – Dr Olivia Hurley – Department of Technology and Psychology – has published a new book on Sport Cyberpsychology which will be officially launched at IADT in June.
- **David Gillick** – special guest and Certificate in Sport Psychology Graduate David Gillick (two-time World Indoor 400m Champion, Olympian and World finalist) gave a guest talk to current Sports Psychology students at IADT during March.

- **Graduate Exhibition and Showcase** – the annual Department of Technology and Psychology Showcase and Faculty of Film, Art and Creative Technologies Graduate Exhibition for graduating students, will take place on May 31<sup>st</sup> next. IADT has had to change the initial date for the event due to the announcement of the upcoming Referendum by the Government. This year the Showcase and Exhibition are being run as a combined event, which will be officially opened by Dee Forbes – Director General of RTÉ – at 5.00 pm.
- **Employment Control Framework** – it was noted that the HEA has confirmed it does not intend to proceed with Delegated Sanction Agreements, and that Employment Control Frameworks will remain in place. It is expected that a higher base line number will be used for the new ECF allocation. IADT is currently a small number of posts above the ECF allocation, however the President has noted to the HEA, requirements issued by them for dedicated posts such as Athena SWAN project coordinators and staff to appointed to work in the area of gender diversity, and that no additional ECF allocation or funding has been provided for these posts – this was noted by the HEA.
- **Technological Universities** – work is progressing within the TU Dublin consortium and it is expected that DIT, IT Tallaght and IT Blanchardstown will apply for designation as a Technological University in the near future.
- **Faculty of Enterprise and Humanities** – the Faculty of Enterprise and Humanities recently held an event to mark 20 years and celebrated the success of their graduates.
- **IADT Strategic Plan 2019-2023** – the consultation process regarding the development of the IADT Strategic Plan 2019-2023 is underway. The consultation session with the Governing Body has been confirmed for June 13<sup>th</sup> next. A number of focus groups for industry stakeholders are also being organised.
- **Budget Meeting with the HEA** – the President, Secretary/Financial Controller and Finance Manager met with the HEA on April 24<sup>th</sup> last. The President updated the Governing Body regarding the meeting. It was confirmed that there will be no additional budget allocation to IADT. The President raised a number of issues with the HEA once again this year including the disparity between the funding allocated to a number of programmes at IADT and comparable programmes at NCAD – the HEA has invited IADT to make a further resubmission on this which will be forwarded to the HEA shortly. The President also raised the issue of ‘top slicing’ with the HEA.
- **TUSLA** – it was noted that a number of IADT students have been working on a web resource with TUSLA and an overview of the project was given to the Governing Body.
- **CAO Applications** – the President noted that there is some concern regarding the application numbers for a number of courses however, finalised numbers will not be available for these courses until the Change of Mind closing date of July 1<sup>st</sup> next. Work to maximise IADT’s application numbers ahead of the CAO Change of Mind deadline is ongoing and a number of open days and information events have been organised. Application numbers for a number of IADT’s Restricted Entry programmes – those requiring submission of a portfolio – remain lower than desired however the quality of portfolios submitted for scoring has improved as has the percentage of applicants placing IADT at the top of their choice list.

*(Cllr Barry Ward left the meeting at 9.10)*

**10. IADT: Financial Update**

Circulation of the Management Report for March 2018 was noted by the Governing Body. An update on IADT's financial position was given to the Governing Body by the Secretary/Financial Controller, and a number of key items of expenditure were highlighted. A range of campus rentals which will be on campus over the summer were noted.

**11. Governing Body Meeting Schedule 2018/2019**

Circulation of the proposed Governing Body Meeting Schedule for 2018/2019 was noted and approved by the Governing Body. The Governing Body was reminded that the next meeting of the Governing body – June 13<sup>th</sup> 2018 – will include two additional items – the annual Governing Body Effectiveness Review, and the consultation session with a facilitator from Mazars on the development of the IADT Strategic Plan 2019-2023. As part of the Annual Effectiveness Review on June 13<sup>th</sup> next, the Governing Body was requested to reconsider the agreed start time of Governing Body meetings. Athena SWAN accreditation guidelines recommend that all meetings should take place within core hours of the day – 10.00 am to 4.00 pm. Members of the Governing Body were requested to review the start time of meetings to ensure that the start time does not inhibit the attendance of any member.

**12. Presentation by the Registrar**

The Chairperson welcomed Dr Andrew Power – Registrar and Vice President for Equality and Diversity – to the meeting. Dr Power gave a presentation on both the upcoming Programmatic Review, and a briefing on Quality Assurance to the Governing Body. The Governing Body thanked Dr Power for his presentation.

Signed: \_\_\_\_\_

David Holohan  
Chairperson

Date: \_\_\_\_\_