

Minutes of the Governing Body Meeting – February 7, 2018

Present: David Holohan (Chairperson), Dr Fionnuala Anderson, Celine Blacow, Marie Carroll, Dr Annie Doona, Andrew Martin, Maeve McConnon, John McDonnell, Fiona McLoughlin, Helen Moynihan, Joachim Pietsch, Tom Taylor, Cllr Barry Ward

Apologies: Kieron Connolly, Helen Cullinane, Cllr Sorcha Nic Cormaic, Áine O'Sullivan, Aoife Ruane, Cllr Barry Saul,

In Attendance: Bernard Mullarkey, Elizabeth Stunell

The Governing Body congratulated Mary Connelly, HR Manager, on the birth of her baby boy Aaron James.

1. Adoption of Agenda

The Agenda was adopted as circulated.

Proposed: Chairperson

Seconded: B. Ward

2. Adoption of Minutes of Meeting of January 10th 2018 (including Internal Publication)

The Minutes of the Meeting of January 10th 2018 were approved (including approval for internal publication).

Proposed: Marie Carroll

Seconded: Maeve McConnon

3. Matters Arising

- **Standards in Public Office** – all Declaration of Interests forms received from Governing Body members on or before January 31st 2018, were returned to the Standards in Public Office as per the stated deadline for returns. Members of the Governing Body who have not returned their forms to the Standards in Public Office were reminded of their obligation to do so, and to provide a copy to IADT.
- **Media Cube License Holders** – arising from a query raised at the last meeting, information on current and previous Media Cube tenants' license periods was provided to the Governing Body. Safeguards in relation to Media Cube companies occupying large proportions of rental space within the Media Cube and the associated risks of this were outlined to the Governing Body. In addition safeguards taken by IADT to protect the Institute in respect of the length of licenses was outlined. It was requested that a presentation on the Media Cube be given to the next meeting – March 21st.

- **Code of Governance** – the Code of Governance for Institutes of Technologies was officially launched by THEA on January 25th last. Ongoing changes to the Code of Governance are likely to be made and it is anticipated that the Code of Governance may need to be updated and approved on an annual basis by the Governing Body.
- **Strategic Plan** – a tender process for consultancy services to support the development of IADT's new Strategic Plan has been undertaken through the Office of Government Procurement, with Mazars being the successful tenderer. Work to develop the new Strategic Plan is now commencing. A consultation process with members of the Governing Body – along with staff, students and stakeholders – will be undertaken in the coming months and it is intended to have the development of the new Strategic Plan completed for launch in January 2019.

4. Correspondence

None.

5. Technical Approvals

5.1 Bank Accounts

None.

5.2 Property Rentals

The Governing Body approved the following Media Cube Licences:

- GladCloud
- Feedback Analytics Ltd t/a CX Index

Proposed: Chairperson

Seconded: Maeve McConnon

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 in September 2017. The closing date for all of these competitions was Monday 27th November and interviews have taken place in December for the following posts and the following panels have been selected:

35/17 Athena Swan Project Role

No Appointment Made

37/17 Academic and Student Affairs Officer (GVII)

38/17 HR Officer (GVI)

Upcoming Posts:

In addition the following posts have been advertised and competitions will close on Friday 9th February 2018. It is expected that interviews will take place at the beginning of March 2018.

01/18 AV Technician

02/18 ICT Technician

03/18 Accounts Payable (Grade IV)
04/18 Marketing Officer (Grade V)
05/18 Quality Officer (Grade VI)

Proposed: Maeve McConnon
Seconded: Barry Ward

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

None.

7. **Governing Body Resolutions**

7.1 **The Governing Body approves the Regulations for the Election of Student Representatives to the Governing Body (3/2018)**

It was noted that the Election of Student Representatives to the Governing Body is outlined in legislation, and that IADT's Regulations concerning this process comply with the provisions of this legislation. Resolution 3/2018 was adopted by the Governing Body.

Proposed: Chairman
Seconded: Celine Blacow

8. **President's Briefing**

The President circulated a written briefing which was noted by the Governing Body. A number of key items within the briefing were highlighted:

- **Photography Graduates** – IADT photography graduates Ellie Berry, Hue Hale and Diane Whyte, were recognised by Photo Ireland Foundation for inclusion in their upcoming TLP Edition.
- **IFTA Film and Drama Awards** – 17 IADT graduates along with IADT Honorary Fellow Consolata Boyle, have been nominated for awards at the upcoming IFTA Film and Drama Awards, which take place on February 15th.
- **Consolata Boyle** – Honorary Fellow Consolata Boyle has been nominated for an Oscar award for Costume Design for her work on Victoria and Abdul.
- **Dingle Animation Festival** – a number of IADT students/graduates have had their films shortlisted for awards at the upcoming Dingle Animation Festival.
- **Royal Television Society Awards** – a number of IADT's students have been nominated for awards at the upcoming Royal Television Society Awards which take place shortly.
- **Forethought** – students from IADT's Art programme presented an exhibition entitled 'Forethought' at the United Gallery.
- **Lord and Lady Weeelandia's Garden Party** – an exhibition in Upcycling was hosted by students from IADT's Design for Stage and Screen and Model-Making students in partnership with Dun Laoghaire-Rathdown Co Council. The value of the collaborative partnership events organised between IADT and DLRCoCo was noted to the Governing Body.
- **Royal Irish Academy Conference: Representation, Gender and Politics Past and Present** – IADT was a named sponsor of the RIA Conference 'Representation, Gender and Politics Past and Present' which took place at the Royal Irish Academy recently.
- **BA (Hons) in New Media Studies** – a launch event for the BA (Hons) in New Media Studies will take place on 22nd February next.

- **Open Day and Taster Days** – an Open Day was held on January 20th last with approx. 350 attendees. A number of Taster Days have been organised and will take place from 12th to 15th February next.
- **Young Women in Film and Television Masterclass** – the Young Women in Film and Television Masterclass for Transition Year and Leaving Certificate students will take place from February 15th to 17th next. The workshop will be run in partnership with the Young Irish Film Makers with sponsorship from Dun Laoghaire-Rathdown County Council. The guest speakers for the Masterclass include Neasa Hardiman, Mary Kate Flannagan, Ciara Holmes, Deirdre O’ Toole and Fiadhnaid McCann.
- **Irish Survey of Student Engagement (ISSE)** – the annual ISSE survey will be taking place shortly. The support of the Faculties and the Student Union in encouraging students to complete the survey, resulted in IADT’s return being one of the highest national completion rates for the 2017 survey. It is hoped that with the support of the Faculties and the Student Union, IADT can again achieve a high rate of participation among students.
- **Careers Evening** – a Careers Evening for Technology-based courses took place on January 31st, with a number of high profile companies on campus with a view to recruiting graduating students.
- **Start-up Showcase** – a showcase event for companies considered to be High Potential Start-Up companies will be held on February 14th next. One of IADT’s Media Cube companies Equine Medirecord will be participating in this event.
- **Opera Collaboration with RIAM** – the annual Opera Collaboration between IADT’s Design for Stage and Screen students and students from the Royal Irish Academy of Music took place during January and was a great success.
- **IADT Honorary Fellow** – nominations are invited for the Award of IADT Honorary Fellow. The closing date is March 2nd next. Members of the Governing Body were invited to consider nominating candidates for this award.
- **Department of Technology and Psychology Showcase** – the Department of Technology & Psychology annual Showcase event will take place on May 25th next opening at 8.30 am. The Showcase will feature work by graduating students from the Department of Technology and Psychology
- **Graduate Exhibition** – the Faculty of Film, Art and Creative Technologies Graduate Exhibition will open on May 25th next. The exhibition will feature work by graduating students from the Department of Film and Media and from the Department of Design and Visual Arts.
- **Athena SWAN** – the first meeting of the newly expanded Athena SWAN Self-Assessment Team will take place on February 15th next. Work to prepare IADT’s application for Bronze level Athena SWAN Accreditation is getting underway. One matter raised within the Athena SWAN which may impact on the Governing Body is the recommendation that all meetings should occur within core working day hours to facilitate maximum participation by those with family commitments. However it was also noted that the Governing Body had requested a departure from this with a start-time of 8.00 am. As part of the Governing Body effectiveness review each year, this decision will be revisited to ensure that it remains the preference of the Governing Body and that it does not preclude attendance and participation by members.

- **Viewfinder** – work produced by the students undertaking the international Viewfinder programme was screened recently at the IFI. The first cohort of students undertaking the programme has now departed to continue the next phase of their programme. The next cohort of students will join IADT for their first semester in September. In addition it is expected that seven of the first student cohort will return to IADT in January 2019 to undertake the 4th semester of their programme and to work on their graduate films.
- **MA in Interdisciplinary Design** – the first cohort of students from George Brown College, Toronto, Canada, completed their semester with IADT in January. The second cohort of students are now commencing their studies at IADT shortly, with a week of Design Charrettes taking place across the campus involving students from a number of different IADT programmes working with the students from George Brown College.
- **Compact 2018** – the HEA has issued information regarding System Performance Funding (Compacts) for 2018. It was noted that in future years Compacts will be based on the academic year rather than the calendar year as in previous Compact – this has been welcomed by HEIs. The Compact will be developed over the coming months with implementation from this coming September. The President has prepared a summary of the key priorities outlined for new Compacts, along with an estimation of IADT’s capacity to perform well against these targets. These were noted and discussed by the Governing Body. In feedback received against IADT’s Compact performance for 2015 IADT achieved the highest category of performance available. A number of positive inclusions within the new Strategic Dialogue funding proposals include the potential for a ‘reward’-based approach for Institutions meeting their Compact targets. In addition the ability to reference Health and Safety concerns in the context of building refurbishments was welcomed.

9. **IADT: Financial Update**

2017 Outturn – circulation of the Management Report (including supplementary income and expenditure report) and the supporting information for December 2017 was noted. IADT will report a balanced budget to the HEA, noting the planned overspend from IADT reserves to meet Capital renewal needs of the Institute which were approved in advance by the Governing Body. A report detailing the end of year figures for 2017 was given by the Secretary/Financial Controller. A number of one-off items of income were noted including the Sustainability Grant for minor capital works. A detailed outline of the positive and negative year-end variances was given.

2018 Budget Allocation – it is not anticipated that the HEA will advise HEIs of their budget allocation until March of this year. However, interim operational budgets have been released to each Functional Area of the Institute. It was also noted that a change in the allocated proportions for the Staff Training and Development Budget will be implemented this year releasing a greater proportion of this budget to be under the local control of the Faculties/Functional Area Managers, with a reduced proportion of the Staff Training and Development Budget being retained centrally.

10. **Public Accounts Committee Report on the Higher Education Sector**

Recent publication of the Oireachtas Public Accounts Committee Report on the Higher Education Sector was noted. The Secretary/Financial Controller has reviewed this report in detail, and circulated to the Governing Body, a report detailing IADT’s position in relation to the recommendations contained within the report. No issues

have been flagged in relation to IADT's accounts in this context. The President acknowledged and commended the work of the IADT Finance Office and of the Secretary/Financial Controller in maintaining IADT's good standing in relation to matters considered by the Public Accounts Committee within their report.

The next meeting of the Governing Body will take place on March 21st 2018.

Signed: _____

David Holohan
Chairperson

Date: _____