

Minutes of the Governing Body Meeting – June 15, 2016

Present: Fionnuala Anderson, Celine Blacow, Marie Carroll, Kieron Connolly, Annie Doona, Maeve McConnon, John McDonnell, Fiona McLoughlin, Sorcha Nic Cormaic, Áine O’Sullivan, Joachim Pietsch, Aoife Ruane, Barry Ward

Apologies: Jade Hogan, Neil Kavanagh

In Attendance: Bernard Mullarkey, Elizabeth Stunell

It was noted that as yet, the Minister for Education and Skills has not appointed a Chairperson of the Governing Body and nominations for a Chairperson for the meeting were requested. It was proposed that Barry Ward would Chair the meeting:

Proposed: John McDonnell
Seconded: Fionnuala Anderson

1. Adoption of Agenda

The Agenda was adopted as circulated.

Proposed: Joachim Pietsch
Seconded: Marie Carroll

2. Adoption of Minutes of Meeting of May 4th 2016 (including Internal Publication)

The Minutes of the Meeting of May 4th 2016 were approved (including approval for internal publication).

Proposed: Marie Carroll
Seconded: Sorcha Nic Cormaic

3. Matters Arising

- **Annual Budget Meeting with the HEA** – as outlined at the last meeting, IADT’s Executive met with the HEA on May 5th last and presented a number of scenarios to the HEA regarding growth in student numbers with current ECF and buildings/facilities restrictions, and possible student numbers growth were there to be a relaxation in the ECF allocation and capital investment within the campus. It is however unlikely that any additional budget, ECF or capital investment will be forthcoming in the near future.

- **Governing Body Membership** – the Minister for Education and Skills has appointed the three outstanding Ordinary members to the IADT Governing Body. Confirmation of the appointment of the Student Members for 2016/2017 is awaited – the Student Members term of office commences on July 1st. It is also understood that work is now progressing on the appointment of a chairperson of the Governing Body.
- **Vodafone Mast** – the President briefed the Governing Body regarding an issue relating to planning permission which is currently being sought – with the consent of IADT – to place a telecommunications mast on the roof of the Atrium Building. The President briefed the Governing Body regarding previous meetings of the Governing Body at which the Vodafone mast was considered, and outlined a number of Resolutions put to and approved by the Governing Body in relation to the mast. A decision regarding the appeal against the granting of planning permission for the mast by the Dún Laoghaire Rathdown County Council is due to be issued by An Bord Pleanála in the coming weeks. If the appeal is rejected by An Bord Pleanála and planning approval is upheld, this matter along with a deferred Resolution will be brought before the next meeting of the Governing Body. Members of the Governing Body were advised that should any correspondence be directed to them in relation to this matter, it should be referred to the Secretary/Financial Controller for advice and response.

(Áine O'Sullivan joined the meeting at 9.15)

4. Correspondence

None.

5. Technical Approvals

5.1 Bank Accounts

None.

5.2 Property Rentals

The Governing Body approved the following Media Cube Licences:

- Your Smile Direct
- Thinscale Technology
- CheckVentory
- IIP Exhibitions Ltd / Sky Drones Ireland
- Fun In Doing It Ltd
- Score Music Interactive t/a Xhail

Proposed: Sorcha Nic Cormaic

Seconded: Maeve McConnon

5.3 HR Appointments

1. 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 from the panel of the nominated candidate 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.

Head of Faculty (FACT) (Permanent)

Proposed: Celine Blacow
Seconded: Joachim Pietsch

2. Progression

The following staff have applied for Progression from AL to L, Progression Panels have still to be established and further to the President approving the recommendations of the progression panel we will be seeking ratification from Governing Body for the following staff making application:

Proposed: Joachim Pietsch
Seconded: Marie Carroll

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 below competitions and interviews in advance of consideration by the Governing Body of Selection Board Reports at their next meeting as would be our normal practice.

Ref No.	Post
09/16	Lecturer in Critical and Contextual Studies
14/16	Assistant Lecturer in Photography (Practical Studio)
12/16	Pro-Rata Assistant Lecturer in Arts Management
05/16	Access and Community Engagement Officer
11/16	Pro-Rata Assistant Lecturer in Applied Psychology (1 year fixed Term) – Job Share
15/16	Pro-Rata Assistant Lecturer in Visual Communications (1 year Fixed Term) – Parental Leave
07/16	Library Electronic Resources Co-Ordinator (1 yr Fixed Term & Part time) – Job share
10/16	Print Technician – (Term Time/Part time – 3 yr fixed term)
08/16	Customer Relations & Information Point Co-ordinator (Term time/Part time, 3 yr fixed term)
16/16	Head of Department of Psychology and Applied Technology
17/16	Head of Department of Film and Media NFS

Proposed: Celine Blacow
Seconded: Fionnuala Anderson

4. Superannuation Awards.

The award of a Lump Sum and Pension from the relevant dates below is recommended in accordance with the provisions of the Education Sector Superannuation Scheme to:

Proposed: Marie Carroll
Seconded: Aoife Ruane

6. Governing Body Committees and Academic Council

None.

7. Governing Body Resolutions

7.1 The Governing Body Appoints an Audit Committee (6/2016)

The Secretary/Financial Controller gave a brief overview of the work of the Audit Committee – a Sub-Committee of the Governing Body. The full membership of the Audit Committee includes four ordinary members of the Governing Body (excluding staff and student members) and an external member. It was agreed that two members of the Governing Body would be nominated to the Audit Committee at this meeting, with the remaining two members nominated once the three newly appointed ordinary members of the Governing Body commenced their term of office with the Governing Body. The Secretary/Financial Controller will contact a number appropriate external members and make a proposal to the Governing Body for the appointment of an external member at the next meeting of the Governing Body. Resolution 6/2016 was adopted by the Governing Body, and the following members were nominated:

Fionnuala Anderson was nominated as a member of the Audit Committee and accepted her nomination.

Proposed: Celine Blacow
Seconded: Sorcha Nic Cormaic

Kieron Connolly was nominated as a member of the Audit Committee and accepted his nomination.

Proposed: Sorcha Nic Cormaic
Seconded: John McDonald

7.2 The Governing Body Approves the Financial Statements for the Year Ended 31st August 2015 (9/2016)

7.2.1 The Governing Body nominates a member of the Governing Body to sign the Financial Statements in the absence of an appointed Chairperson

The Secretary/Financial Controller briefed the Governing Body regarding the Financial Statements, and noted that the Statement of Internal Controls relating to these Financial Statements was approved by resolution by the previous Governing Body. The Secretary/Financial Controller also noted that the Financial Statements have been audited and permission has been received from the Comptroller and Auditor General to lay these Financial Statements before the Governing Body for formal approval. Sections within the Financial Statements to the year ended 31st August 2015 were outlined to the Governing Body.

In addition, the Secretary/Financial Controller informed the Governing Body that the Comptroller and Auditor General has requested that the Institutes of Technology make alterations and certain provisions within their Financial Statements in relation to the new Public Service Single Pension. The requested provision relates only to the Single Pension Scheme introduced for all Public Servants taking up employment within the Public Service after 2013. However a number of issues in relation to the requested amended treatment of this pension scheme within the Financial Statements have been identified and were outlined to the Governing body.

The Secretary/Financial Controller noted that should IADT agree to make the requested amendments, an 'unqualified' Audit Certificate will be issued in respect of the Financial Statements to the year ended 31st August 2015. However having considered the issues outlined, should the Governing Body decide that the requested amendment should not be made to IADT's financial Statements, this will be noted on the Audit Certificate. It was also noted that the Institutes of Technology 'Format of Accounts' Group will meet with the Comptroller and Auditor General in relation to this issue over the summer and that it is hoped a resolution can be found to the issues raised. Having considered the above, the Governing Body agreed that approval of the Financial Statements to the year ended 31st August 2015 should be deferred to the next meeting of the Governing Body. It was also noted that by deferring Resolution 9/2016, Resolution 10/2016 would be deferred by default – this was agreed. Resolution 9/2016 was deferred by the Governing Body.

Proposed: Aoife Ruane
Seconded: Maeve McConnon

7.3 The Governing Body Approves the IADT Annual Report 2014/2015 (10/2016)

7.3.1 The Governing Body nominates a member of the Governing Body to sign the IADT Annual Report 2014/2015 in the absence of an appointed Chairperson.

Due to the deferral of Resolution 9/2006, Resolution 10/2016 was deferred to the next meeting of the Governing Body.

8. President's Briefing

- **End of Academic Year** – the President noted her thanks and appreciation to all staff and students of IADT for their work and support during the past academic year.
- **Engineering Your Future** – a 3-day event for Transition Year students on the theme of 'Engineering Your Future' took place at IADT during May and was well attended. The participation of a number of female students was also welcomed.
- **Open Evening** – an Open Evening for students ahead of the CAO 'Change of Mind' will take place on June 22nd next.
- **End of Year Showcase** – the Showcase event for graduating students from the Department of Technology and Psychology took place on May 15th last and was opened by Mary Carty, Director of the NUIG Blackstone Launchpad. The event was well attended by industry representatives.
- **Graduate Exhibition** – the Graduate Exhibition for graduating students from the Faculty of Film, Art and Creative Technologies was opened by Cathal Gaffney, CEO of Brown Bag Films on June 3rd last and was again a well-attended and enjoyable event. It is hoped that the Exhibition will be included in Adrian Dunne's Exhibition Review in the Irish Times later in June.
- **Summer Courses** – IADT's programme of short summer courses is underway and includes courses in areas such as portfolio preparation and photography.
- **Robbie Ryan** – IADT Graduate Robbie Ryan won two awards at the recent Cannes Film Festival – for his film 'I, Daniel Blake'.

- **HEA Compact** – as noted at the last meeting, IADT is currently in the process of preparing the progress report against 2015 targets agreed with the HEA in IADT's Compact document. These are due for submission in the coming week.
- **NARFU** – a delegation from the Northern Arctic Federal University of Russia visited IADT for a week commencing May 23rd last as part of the Erasmus programme. The focus of the visit was on Quality systems.
- **Technological Universities Bill** – the Technological Universities Bill has been referred back to Committee Stage in the Dáil, where a large number of proposed amendments to the Bill will be considered.
- **Grade Inflation** – recent press coverage claiming possible 'grade inflation' among the Institutes of Technology was noted. The President has reviewed grades awarded by IADT and assured the Governing Body that there is no evidence of this practice within IADT. In addition the President noted that there does not appear to always be a direct correlation between Leaving Certificate points achieved by students and their final degree classification.
- **Retirements** – the President noted that a number of staff are retiring from IADT this year, and that events to mark their retirements will be held later in the year.
- **Cyberpsychology Conference** – a major international Cyberpsychology Conference will be taking place at IADT from June 27th to 29th next featuring a number of keynote international speakers.
- **Young Irish Film Makers** – the Young Irish Film Makers which works with a group of 11-18 year olds interested in Film, will hold their summer workshop on campus during July.
- **Summer Activities** – the President outlined the range of summer activities including rentals, summer courses, conferences and other activities that take place on campus over the summer. Following on from comments made by An Taoiseach in recent years regarding inactivity on campuses of the Institutes of Technology over the summer, the President wrote to An Taoiseach in 2015 to outline IADT's range of activities scheduled for the summer. It is intended to do the same this year. In addition it was noted that the Head of Creative Engagement has now assumed responsibility for liaising with companies who wish to rent facilities in the National Film School – the President thanked the Secretary/Financial Controller for fulfilling this role in addition to his own duties in the absence of a Head of Creative Engagement.
- **Student Accommodation** – the Secretary/Financial Controller noted a number of recent approaches from private investors willing to build and manage student accommodation on campus. Options for the provision of student accommodation are being considered however, prior to allowing any such scheme to commence, a public procurement process would need to be undertaken – the cost of such a procurement process is estimated to be in the region of €250,000. It was also noted that the Government is anxious to find a solution to the national housing crisis and the provision of student accommodation on campuses is seen as a potential mechanism through which rental housing could be made available. However the costs of undertaking a procurement process would be prohibitive for the Institute. Should funding for the necessary procurement processes be made available, it would enable the Institute to engage actively with potential providers of such accommodation. A site for possible student accommodation has been retained within IADT's Campus Development Plan.

9. IADT: Financial Update

Circulation of the Management Report and supporting information for April 20196 was noted. A number of key figures within the report were outlined and discussed. IADT expects to meet the legal obligation to return a balanced budget for 2016 and remains on course to do so

(The President left the meeting at 10.25)

10. Governing Body Meeting Schedule 2016/2017

Circulation of the proposed Governing Body Meeting Schedule for 2016/2017 was noted and agreed.

(Sorcha Nic Cormaic left the meeting at 10.30)

11. Presentation – Governance Briefing – Yvonne McBain – PwC

A detailed briefing on Governance was provided for the Governing Body by Yvonne McBain of PricewaterhouseCoopers.

The next meeting of the Governing Body will take place on September 7th 2016.

It was noted that the term of office for the current student members of the Governing Body ends on June 30th. The Governing Body thanked the student members for their contribution to the Governing Body over the past year.

Signed: _____
Chairperson

Date: _____