

Minutes of the Governing Body Meeting – September 2, 2015

- Present:** Kieron Connolly, Barry Dignam, Jane Dillon Byrne, Annie Doona, Neil Kavanagh, Derek Larkin, Teresa McGrane, Díóg O’Connell, Donal O’Mahony, Eleanor Roche, Clíodhna Shaffrey, Cormac Shaw
- Apologies:** Pat Hand, Jade Hogan, Tim Jackson, Sorcha Nic Cormaic, Tom Taylor
- In Attendance:** Bernard Mullarkey, Elizabeth Stunell

The meeting was chaired by Eleanor Roche – Deputy Chairperson.

The Chair welcomed members of the Governing Body to the first meeting of the new academic year. The Chair also welcomed new members Kieron Connolly and Neil Kavanagh as new members of the Governing Body.

1. Adoption of Agenda

The Agenda was adopted as circulated, with part of Item 5.3 – HR Appointments – being taken at the start of the meeting.

Proposed: Díóg O’Connell
Seconded: Cormac Shaw

2. Adoption of Minutes of Meeting of June 17th 2015 (including Internal Publication)

The Minutes of the Meeting of June 17th 2015 were approved (including approval for internal publication).

Proposed: Jane Dillon Byrne
Seconded: Donal O’Mahony

3. Matters Arising

- **Remembrance Service** – following the sad death of three IADT students during the academic year 2014/2015, a remembrance service is being organised for the families and friends of the three deceased students. The service will take place on September 24th next and an invitation will be forwarded to the Governing Body.
- **Boundary Issue** – it is understood that the legal process with one of IADT’s neighbours concerning the campus boundary has been resolved with agreement that IADT’s boundary will be reinstated no later than September 26th next. Once boundary re-instatement works have been completed, IADT will withdraw the

legal case. Correspondence in relation to the boundary will then issue from IADT to each of the neighbouring properties.

- **Governing Body Membership** – the Secretary/Financial Controller has written to the IDA seeking nominations to the IADT Governing Body – a response is awaited.

4. **Correspondence**

- **Letter from Tom Boland, Chief Executive, HEA, Regarding Governance Statements** – Correspondence from Tom Boland, Chief Executive, HEA, to the Chairman of the Governing Body regarding the Governance Statement was noted. A copy of the correspondence was forwarded to the Governing Body in advance of the meeting. The Governance Statement must be completed and approved by the Governing Body by September 30th next. A draft Governance Statement will be presented to the Audit Sub-Committee of Governing Body for consideration and will be presented to the next meeting of the Governing Body for approval.
- **Resignation of Chairman of Governing Body** – the Secretary/Financial Controller noted that Rónán Ó Muirthile has written to the Minister of Education and Skills tendering his resignation as Chairman of the Governing Body. The Secretary/Financial Controller has contacted the Minister's Office in relation to the nomination of a new Chairperson to the Governing Body.

5. **Technical Approvals**

5.1 Bank Accounts

The Governing Body approved the transfer of €5m from IADT's funds held in reserve, to an AIB Account for a 9 month term to achieve an enhanced interest rate of 0.65%. It was confirmed that sufficient funds have been retained in a quick access account for cash flow/contingency expenditure.

Proposed: Donal O'Mahony
Seconded: Cormac Shaw

5.2 Property Rentals

The Governing Body approved the following Media Cube Licences:

- Mediastreet

Proposed: Jane Dillon Byrne
Seconded: Derek Larkin

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 candidates with effect from 1st September 2015 of their taking up duty in the particular posts. 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.

1.1 Permanent Positions – Ref. 8/15

Barry Dignam was not in attendance for Item 5.3, 1.1

8/15 Lecturer Film & TV Production

Proposed: Jane Dillon Byrne

Seconded: Derek Larkin

1.2 Fixed Term Posts

3/15 Head of Department of Humanities & Arts Management

4/15 AL Applied Psychology

5/15 AL Media Studies

6/15 AL English and Irish Literature

7/15 AL Arts Management (Cultural Event Management)

1.3 Permanent Positions

9/15 AL in TV Studio Production

10/15 AL in Visual Communications – Photo and Video

11/15 Pro Rata AL in Design for Stage and Screen

2. Internal Competitions

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

- Pensions Officer; Grade V Acting in the HR office
- Registrars Post
- Assistant Lecturer

3. Temporary Recruitment

4. Progression from Assistant Lecturer to Career Grade Lecturer

Permission is sought from Governing Body for the President, subject to the satisfactory completion of the verification processes, to offer the following Staff progressions from Assistant Lecturer to Lecturer

Name	With Effect from	Faculty
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5. 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:

Items 1.2, 1.3, 2, 3, 4 & 5 were approved.

Proposed: Kieron Connolly
Seconded: Díóg O'Connell

6. Governing Body Committees and Academic Council
None.

(Teresa McGrane jointed the meeting at 9.35)

7. Governing Body Resolutions

7.1 The Governing Body Approves the Regulations and Procedures for the Appointment of a new Governing Body (16/2015)

The Secretary/Financial Controller noted that the term of office of the Governing Body will expire on March 31st 2016, and outlined the timelines and processes for the appointment of a new Governing Body for IADT. Resolution 16/2015 was adopted by the Governing Body.

Proposed: Barry Dignam
Seconded: Cormac Shaw

8. President's Briefing

- **Student Numbers** – the CAO process for 2015 is underway at present with the majority of IADT's programmes filling well. A small number of places have been offered on programmes through the CAO Available Places. In addition the Creative Music Technology programme offered in partnership with the Sound Training College has over-filled. It is hoped that IADT will meet the overall student numbers targets for this year. The importance of meeting student numbers targets and achieving increases in student numbers was once again highlighted in order to maintain IADT's budget allocation share. It was noted that at present, there are limited sporting facilities available on campus to IADT students. However, it was also noted that there are a number of local sporting amenities and it was suggested that a list of these be compiled by the Student Union and circulated to students for information.
- **Postgraduate Programmes** – recruitment to IADT's postgraduate programmes is strong and it is hoped to meet the overall targets for postgraduate programme recruitment for this year.
- **First Year Matters** – the First Year Matters enhanced student induction programme will run again this year. The President noted the significant work done by Rebecca Roper and the Student Union on this programme. Information is being collated each year regarding the effect of the programme on the student experience.
- **Book Launch** – David Doyle – Academic Administration and Student Affairs Manager – has written a book on the Rev. Thomas Goff – the book will be launched in the coming weeks.
- **European Access Network Conference** – UCD has been invited to host the 2016 European Access Network Conference in April of next year, and has invited IADT and NCAD to be partners in the conference. An invitation for staff to submit papers for the conference, and to provide digital and interactive content for the conference will ensue.
- **Strategic Dialogue Meeting** – IADT's Strategic Dialogue Meeting with the HEA will take place on September 11th next and will be attended by members of the Executive. The President reminded the Governing Body of the potential financial penalties for HEI's for not meeting targets agreed with the HEA.

- **Regional Clusters** – members of the Dublin/Leinster Pillar I Regional Cluster will meet with the HEA in early October. The President briefed the Governing Body regarding progress being made by the Cluster.
- **Technological Universities** – a number of discussions are still taking place among proposed Technological Universities partners, however to date no legislation has been presented to the Oireachtas for approval.
- **Sectorial Briefings** – the President noted a number of briefings being held by the HEA and the QQI – IADT will be in attendance at each of these briefings.
- **Professional development Programmes** – IADT has been approached by a number of companies in relation to proposals for IADT to develop and deliver a number of professional development programmes. The Head of Department of Technology and Psychology is researching these at present.

9. IADT: Financial Update

Circulation of the Management Report and supporting explanatory memo from the Secretary/Financial Controller was noted. The Secretary/Financial Controller noted a number of adverse variances to the Governing Body. All efforts are being made to keep expenditure to a minimum and it is still intended to achieve a balanced budget – however the difficulties in achieving this were noted. It was also noted that there is likely to be a delay in receiving funds in relation to students participating in the Science without Borders initiative. IADT is still awaiting a response from the HEA in relation to the submission requesting the weightings for the Film and Design programmes to be increased from 1.3 to 1.7. The audit of the IADT Financial Statements to the year ended 31st August 2014 has now been completed by the C&AG – the Financial Statements will therefore be presented to the Audit-Sub-Committee of Governing Body for review on September 16th next, and to the Governing Body for approval at the next meeting.

10. Student Report

None.

11. Date of Next Meeting

A proposal was made to move the date of the next meeting of the Governing Body forward by one week to Wednesday 30th September 2015. This was agreed by the Governing Body.

Signed: _____

Eleanor Roche
Deputy Chairperson

Date: _____