

Minutes of the Governing Body Meeting – 12th January, 2022

Present: David Holohan (Chairperson), David Smith (President), Dr Fionnuala Anderson, Cllr. Michael Clark, Turlough Conway, Cllr. Anne Ferris, Sinéad Gorby, Eoin Hicks Smyth, Maeve McConnon, Caitriona Murphy, Eva Perez, Cllr. Una Power, Rachel Sarsfield Ryan, Punitha Sinnapan

Apologies: Cllr. Kazi Ahmed, Dr Cormac Deane, Ben Harper, Peter O’Brien

In Attendance: Bernard Mullarkey, Elizabeth Stunell,

This meeting took place using the MS Teams Platform – IADT Governing Body Group. Attendance for the meeting was monitored throughout the meeting by the Secretary to the Governing Body and the Recording Secretary to the Governing Body. The meeting commenced at 3.00 pm, and concluded at 3.45 pm.

1. **Adoption of Agenda**

The Agenda was adopted as circulated.

Proposed: Cllr. Michael Clarke

Seconded: Maeve McConnon

2. **Conflicts of Interest**

No conflicts of interest were reported regarding items for discussion on the agenda for this meeting.

3. **Adoption of Minutes of the Meeting of 8th December 2021 (including Publication)**

The Minutes of the Meeting of 8th December 2021 were approved (including approval for publication).

Proposed: Dr Fionnuala Anderson

Seconded: Maeve McConnon

4. **Matters Arising**

- **Report on TU Transformation Project** – the President noted IADT’s TU Transformation Project Report will be submitted to the HEA later in January.

5. **Correspondence**

- **Audit of Financial Statements** – correspondence has been received from the Comptroller and Auditor General’s Office informing IADT of the upcoming audit of Financial Statements. The C&AG has outsourced this audit again this year which was noted as a positive reflection of IADT’s ongoing performance and financial management.

6. Technical Approvals

6.1 Bank Accounts

IADT's €5 million Treasury note with NTMA matured on 30 December 2021. A new €5 million 0% treasury note has been purchased which will mature on 30 June 2022.

6.2 Property Rentals

The following Media Cube Licenses were approved:

- The Diabetes Point t/a The Diabetes Department
- Venture Capital Investment Management t/a Enterprise Equity

Proposed: Chairperson

Seconded: Cllr. Anne Ferris

6.3 HR Appointments

Progression:

The following staff members have applied for Progression from Assistant Lecturer to Lecturer. The Progression Panel has met and approved the progression for the below and the President has approved the outcome. We are now seeking ratification from Governing Body for the staff members making application:

Proposed: Dr Fionnuala Anderson

Seconded: Turlough Conway

7. Governing Body Committees and Academic Council

7.1 Academic Council – Minutes of the Meeting of 15th November 2021

Circulation of the Minutes of the Academic Council meeting of 15th November 2021 were noted by the Governing Body. An overview of matters discussed by Academic Council was given by the President. The Academic Council noted the retirement of Dr Terry Maguire as Director of the National Forum for the Enhancement of Teaching and Learning, and noted her contribution to Teaching and Learning during her time in the role. In approving a number of External Examiners, the Academic Council noted a poor gender balance within the External Examiners appointed at this appointment stage, and highlight the need to address this if it is a recurring matter of concern with future nominees.

8. Governing Body Resolutions

8.1 The Governing Body Authorises the President to sign the necessary Licences and Agreements to give effect to the construction and operation of the Digital Media Teaching Building on the IADT Campus, being:

1. Licence to the Minister for Further and Higher Education, Research, Innovation and Science in respect of the lands required for the Building, including lands required for the construction phase and all appropriate accesses.
 2. Letter of Declaration regarding site, licences etc.
 3. Future Licences to PPP Co and related parties where necessary.
- Resolution (1/2022)**

The Secretary/Financial Controller outlined that in order for the Department of Further and Higher Education, Research, Innovation and Science to progress delivery of new buildings through PPP Projects, the Department will need to enter into licenses and contracts with the proposed suppliers. To facilitate this, a proposals via resolution was put to the Governing Body to authorise the President to sign the

documentation to enable the Department of FHERIS to enter in to the required licenses and agreements with the PPP Company and related parties. These licenses are necessary for both the delivery and operation of the building through the Public-Private Partnership. The requested authorisations were approved, and Resolution 1/2022 was adopted by the Governing Body.

Proposed: Chairperson
Seconded: Sinéad Gorby

9. President's Briefing

9.1 National Strategic Update

Circulation of the President's written briefing prior to the meeting was noted. A number of key points from the briefing were highlighted:

- **National Update** – IADT recommenced operations on the 4th January in the absence of any updated guidelines from the Department of FHERIS. Meetings of the POSITS and National Steering Group took place over the past week following which Minister Simon Harris – Minister for FHERIS announced the Department's endorsement for the continued operation of Higher Education Institutions under the Discretionary Framework.
- **Academic Delivery** – both Faculties put in place plans for the resumption of academic delivery following the Christmas break. The Faculty of Enterprise and Humanities plans to deliver all modules online for the first two weeks, returning to a 50-60% on-campus delivery model from 17th January. Elective and Masterclass modules for the Faculty of Film, Art and Creative Technologies will be offered online for the first two weeks of the new term, however access to studio spaces and specialist resources will be provided for students undertaking project work.
- **Antigen Testing** – IADT has received €50K to provide antigen test kits for students, which has been welcomed by IADT. However at present, no procurement framework for the purchase of test kits has been provided. To expedite the matter a procurement process for antigen tests is underway through which IADT will purchase as many antigen test kits as possible in accordance with national procurement guidelines and the IADT Procurement Policy. The remainder of the kits will be purchased through any central framework established for HEIs.
- **Strategic Academic Leadership Initiative** – as a follow-on from the disappointing outcome from applications to the SALL initiative, representation has been made on behalf of the sector by THEA regarding the profile of the posts that were awarded through the most recent call.
- **Technological Universities Transformation Fund** – Technological Sector Presidents met with the HEA in December in relation to the TU Transformation Fund and TURN Report. A briefing on the OECD Review of lecturing contracts was also provided. There has been a recognition at Government level that additional resources will be required to support the next phases of Technological Universities transformation, and to support the implementation of recommendations made within the TURN Report. In addition, a National Recovery and Resilience Plan is being considered which will make funding of €40m available to support HEIs in meeting TU transformation and recommendations made in the TURN Report. A European Development Fund focusing on research and resources leading to regional impact was also outlined. In relation to the review of the Lecturing Contract, consideration will need to be given on how cost implications associated with recommended changes other contract could be implemented.

- **Student Recruitment for the Academic Year 2022/2023** – the closing date for a number of IADT's programmes is 1st February. For programmes requiring the submission of a portfolio, an online submission platform is in operation again this year. In addition for applicants unable to submit a portfolio, project day assessments have been put in place which will be offered online this year.

9.2 Strategy Implementation

- **Management Team Quarterly Reports** – the first quarterly reports to be completed by members of the Management Team are due for submission on 12th January. The President will note any key items from the reports to the Governing Body.
- **Current Research Information System** – following a procurement process, a preferred supplier for a Current Research information System has been identified and work on the contract with the supplier is underway.
- **Devolved Grant** – following consideration of project proposals by the Executive, a number of submissions for funding through the Devolved Grant have been identified. Projects that enhance the student experience were prioritised for Devolved Grant funding. A key priority agreed by the Executive is the installation of a ventilation system within the Chapel and its return for use by the Students in the short term. The Executive also approved a substantial but critical works upgrade to the emergency lighting and roof area of the Atrium Building. An outline of the projects approved for funding was provided by the President within his written briefing circulated ahead of the meeting. It was however noted that there are significant increases in the costs and lead-times to secure providers of deliver building projects.

9.3 Risk Management

- **FilmEU** – the Irish Summit of the FilmEU will take place in June of this year.
- **Psychological Society of Ireland Accreditation** – work to address conditions outlined by the Psychological Society of Ireland in relation to accreditation for the BSc (Hons) in Applied Psychology are being addressed at present. The conditions imposed by the PSI do not appear to have taken cognisance of both the available campus infrastructure and the limitations on staffing imposed by the Employment Control Framework.
- **KTI Funding** – it was noted that Enterprise Ireland has revised the conditions for eligibility to apply for funding through the KTI initiative, which has resulted in IADT no longer being eligible to apply for funding through the KTI. The Director of Research, Development and Innovation is working with Enterprise Ireland in relation to this and to seek an alternative funding stream to which IADT could apply.

9.4 IADT: Financial Update

Circulation of the Management Report and Financial Overview to the end of November 2021 was noted. Figures to the end of November show a small positive variance and it is anticipated that IADT will achieve a balanced budget for 2021. However earlier in the year the Governing Body approved capacity for IADT to return a negative variance if needed.

10. Standards in Public Office – Statements of Interest by Governing Body Members

The Secretary/Financial Controller reminded members of the Governing Body of their obligations under the Standards in Public Office Act, to return their Statements of Interest forms to the Standards in Public Office no later than January 31st 2022 in respect of the year 2021. Members of the Governing Body are also obliged to provide a copy of this return to be held by IADT. The Standards in Public Office has notified Public Bodies that a hard copy with original signature is required, and that scanned copies of the forms will not be accepted. The Secretary/financial Controller noted that if members of the Governing Body

wish to return their original form to IADT, a copy of the form will be taken for the Institute's records with the original being forwarded to the Standards in Public Office. Forms will need to reach IADT no later than 27th January.

Gender Reporting – the Secretary/Financial Controller noted that the HEA has increased the number of categories available in relation to declarations for gender reporting. This has been welcomed by IADT. As a result of this, the HR Manager Niamh Clifford, will write to members of the Governing Body asking them to make a confidential declaration on how they wish their gender to be recorded for statistical purposes.

11. Equality, Diversity and Inclusion Implications

- The increased options available for gender declarations introduced by the HEA was noted as very positive by the Governing Body.
- Representation has been made to the HEA by the Technological Sector in relation to the outcome of applications to the SALI initiative.
- The need to ensure gender balance in the appointment of External Examiners has been flagged by the Academic Council.
- Enhancing the Student Experience has been a priority in projects approved for funding through the Devolved Grant.

Governing Body Effectiveness Review – members of the Governing Body met in the absence of the President, Secretary to the Governing Body and Recording Secretary to the Governing Body on 8th December last, to undertake their annual effectiveness review. The Chairperson noted that as part of this effectiveness review, members of the Governing Body have requested a 'refresher' presentation on some aspects of Governance – this will be scheduled for the February meeting of the Governing Body.

The next meeting of the Governing Body will take place on 2nd February 2022.

Signed: _____
David Holohan

Date: _____