

Minutes of the Governing Body Meeting – 2 February, 2022

Present: David Holohan (Chairperson), David Smith (President), Cllr. Kazi Ahmed, Dr Fionnuala Anderson, Cllr. Michael Clark, Turlough Conway, Dr Cormac Deane, Cllr. Anne Ferris, Sinéad Gorby, Ben Harper, Eoin Hicks Smyth, Maeve McConnon, Peter O’Brien, Eva Perez, Rachel Sarsfield Ryan

Apologies: Caitriona Murphy, Cllr. Una Power, Punitha Sinnapan

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 4.30 pm

1. Adoption of Agenda

The Agenda was adopted as circulated.

Proposed: Chairperson
Seconded: Dr Fionnuala Anderson

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 12th January 2022 (including Publication)

The Minutes of the Meeting of 12th January 2022 were approved (including approval for publication).

Proposed: Cllr Anne Ferris
Seconded: Maeve McConnon

4. Matters Arising

- **Standards in Public Office Declarations** – The Secretary/Financial Controller acknowledged receipt of the majority of Declaration of Interests forms from Governing Body members which were forwarded to the Standards in Public Office. A further number of forms are outstanding and it was requested that these be forwarded as soon as possible.

5. Correspondence

No correspondence.

6. Technical Approvals

6.1 Bank Accounts

No changes to IADT's Bank Accounts.

6.2 Property Rentals

No rentals for approval.

6.3 HR Appointments

No appointments for approval.

7. Governing Body Committees and Academic Council

7.1 Academic Council – Minutes of the Meeting of 13th December 2021

Circulation of the Minutes of the Academic Council meeting of 13th December 2021 were noted by the Governing Body. An overview of matters discussed at the meeting was provided by the President. A presentation on the FilmEU Project was given by Barry Dignam, Coordinator of the FilmEU project and it is intended that more regular presentations be given by project teams including the Creative Futures Academy (CFA). A process was undertaken to update the IADT Complaints Policy, which has now been completed – the General and Student Complaints Policies were amalgamated into a single policy with two procedural streams. The Programme Board report for the BA (Hons) in English, Media and Cultural Studies was noted – the programme is currently being retired and there will be no further 1st year intake into the programme. The contribution made by the Programme Team to the Institute was noted by the President. A White Paper published by the QQI on Repeating for Honours was noted by Academic Council. The Academic Council also discussed the IADT honorary Professorship Policy. A query was raised in relation to the FilmEU project and the potential legal position if IADT were to achieve FilmEU designation. It was again clarified that IADT currently operates under national policies and within the Technological Sector. Achieving European University Designation would not occur until at least the second phase of the project which runs from 2024-2029 and it is only likely at this stage that the national legislative framework would need to be reviewed to recognise any future EU designation of Irish HEIs.

7.2 EDI Committee – Minutes of the Meeting of 1st November 2021

Circulation of the Minutes of the EDI Committee meeting of 1st November 2021 was noted by the Governing Body. An overview of matters discussed by the EDI Committee was given by the Chairperson of the Committee. At the meeting, the EDI Manager Claire McGing provided a comprehensive update regarding Athena SWAN, the Framework for Consent and work on areas including the provision of anti-racism training. The EDI Committee met on 24th January last and the minutes of that meeting will be presented to the Governing Body once approved. The Governing Body put on record their appreciation to Claire McGing for the work she has undertaken since taking up her role at IADT. In relation to the Athena SWAN Staff Survey, the low level of participation by Hourly Paid Assistant Lecturers (HPAL) staff members was noted and a number of consultation workshops with HPAL staff have taken place. In addition a number of staff workshops regarding the findings of the Athena SWAN staff survey have taken place and an update from these workshops was provided to the EDI Committee.

8. Governing Body Resolutions

No Resolutions for approval.

(Eoin Hicks Smyth left the meeting at 3.10)
(Cllr. Kazi Ahmed joined the meeting at 3.10)

9. President's Briefing

9.1 National Strategic Update

Circulation of the President's Briefing to Governing Body was noted. The President highlighted a number of key points from the briefing:

- **National Update** – the announcement by Government on 21st January last of a significant relaxing of COVID restrictions was welcome and went further than had been expected. Higher Education Institutions will continue to operate under the Discretionary Framework. The levels of staff and student activity on campus has increased significantly over the past week and will continue to increase incrementally and safely. The Executive is however mindful that a number of staff have not been on-campus for most of the past two years and may need some additional supports as they return to working on campus. In addition staff may also need flexibility to put necessary childcare and family caring arrangements in place. It is intended to have on-campus activity to return to approx. 80% in the early part of February, which is in line with the plans for incremental return that had been put in place at the start of the academic year. Work is underway to return teaching spaces on campus to their pre-COVID configurations. A number of staff and students are isolating due to COVID at present and this is being managed within the Faculties.
- **Remote Working Legislation** – legislation is being developed by Government at present regarding the right for employees to ask to be facilitated to work remotely. There has been considerable flexibility afforded to staff through remote working over the past 2 years. IADT operates as an essential service with a high proportion of student-facing staff and will need to ensure high levels of service is maintained. Any hybrid working facilities and flexibility put in place will need to be fairly implemented and will need to ensure that the needs of students are fully met. It was subsequently noted that certain staff roles may not lend themselves to remote working due to the need to be present on campus to provide service to students. The need for a sectoral policy to guide implementation of any formal remote working arrangements was noted.
- **HEA Legislation** – the HEA Bill has now been published and will progress through the Houses of the Oireachtas. The Bill when enacted, allows for the CEO of the HEA to intervene in matters of governance within Higher Education Institutions, as a last resort i.e. where there has been a failure of governance or mediation at a local level. In addition, a number of provisions in relation to Governing Bodies will have implications for some HEIs which have large Governing Bodies, however it is expected that these changes will have less significant implications for IADT. It is likely that future national Higher Education strategies will be adjusted to reflect the “rolling priorities of the sector.
- **Emergency Teaching Provision** – the Emergency Teaching Provision has been extended until the end of June, which will provide the necessary flexibility to ensure delivery to students in any changed circumstances for the remainder of the term.
- **Antigen Testing** – IADT received an allocation of €50K to purchase Antigen Tests to distribute to students. The first consignment of Antigen Test Kits to the value of €25K has been delivered to IADT and are being distributed to students at present.

- **Annual Opera with the Royal Irish Academy of Music** – the annual collaborative project between IADT’s BA(Hons) in Design for Stage and Screen and students from the Royal Irish Academy of Opera has taken place with the staging of Henry Purcell’s King Arthur.

(Cllr Michael Clark joined the meeting at 3.30)

(Rachel Sarsfield Ryan joined the meeting at 3.35)

9.2 Strategy Implementation

- **Progress in Implementing the IADT Strategic Action Plan** – the Executive will meet on 7th February next to discuss a range of strategic matters including the next progress report on implementation of the IADT Strategic Plan.
- **Management Team Quarterly Reports** – all Functional Area Managers submitted their first quarterly reports on 12th January last. The Reports have been collated and are being reviewed by the Executive.
- **HEA Compact SER** – notification has been received from the HEA regarding the submission of the next Compact SER which is due in April. The process of completing the SER will commence following discussion by the Executive at its meeting of 7th February.
- **Dún Laoghaire-Rathdown Spatial and Economic Study** – the inclusion of IADT in the recently published Dún Laoghaire-Rathdown County Council Spatial and Economic Study is welcomed by IADT. The President is currently engaging with DLRCOCO to explore opportunities for IADT to have a base within the town centre and to support and progress some of the recommendations published in the Study.
- **Current Research Information System** – a job specification for the project coordinator to implement the CRIS is being developed at present, with a goal of having a project manager in place in March.
- **Devolved Grant Projects** – work to deliver projects approved for funding through the Devolved Grant is underway. A number of procurement-related issues are being encountered due to implications of BREXIT. The project to install 4 canopies in the Quadrangle Courtyard is due to commence in the coming week with expected completion in March. The approved works to the Media Cube are due to commence in March, with the necessary tendering process underway.
- **Digital Media Building** – a number of highly detailed workshops with the preferred tenderer have been organised to finalise the detailed specification for each room within the building.
- **FilmEU** – the next FilmEU Summit will take place in June 2022, with many activities taking place on-campus.
- **TU/TF Project** – the Final Report at the conclusion of phase one of IADT’s TU/TF Project has now been submitted to the HEA. No feedback has as yet been received. In response to a request for immediate circulation of the report to the Governing Body, the President noted that as yet the HEA has not considered the report and has yet to issue feedback regarding the report to IADT. The President therefore advised that the report

will not be circulated to Governing Body until feedback has been received from the HEA and reviewed by the Executive. The President further noted that the report on Phase 1 of the TU/TF Project has not included any recommendations regarding IADT's future designation; the report has sought to assess recommendations made in a number of previous reports regarding provision for the Creative Arts within the Higher Education Sector, as they apply to the current Higher Education landscape.

- **KTI** – due to a change of criteria by Enterprise Ireland, technological sector consortia are no longer eligible to apply for KTI funding – something which impacts IADT in the short-term. However the Director of RDI has successfully negotiated a mechanism for IADT to access a small amount of funding through TU Dublin over the next two years, to allow IADT the opportunity to grow capacity and staff expertise in this area in order to access future funding under the revised criteria.
- **Student Accommodation** – it was noted that planning permission has been granted for the development of 270 bed space student accommodation on the site of the current Bakers Corner Pub. The accommodation is due to be available for the 2024/2025 academic year. This was welcomed by the Governing Body.

9.3 Risk Management

- **PSI Accreditation** – the Head of Faculty of Film, Art and Creative Technologies is working to address conditions outlined by the Psychological Society of Ireland in their accreditation of the BSc in Applied Psychology.

9.4 IADT: Financial Update

Circulation of the Management Report and Financial Overview to the end of December 2021 was noted by the Governing Body. The final outturn for 2021 has now been completed and although it had been hoped to return a balanced budget for the year, IADT returned an overspend of €72k for the year. In the context of the overall budget, this was noted as a minor overspend of 0.3% of the overall budget, and far less than the permission for a €221k overspend approved by the Governing Body for 2021.

9.5 Governing Body Effectiveness Review – Follow-up Presentation on Governance

Following the internal effectiveness review completed by the Governing Body in December 2021, a request was made for a refresher presentation on Governance to be provided. The Secretary/Financial Controller gave a presentation to the Governing Body, drawing on slides and information provided as part of the Governing Body Induction presentations given by both Brenda Nelson of Deloitte and Seamus Given of Arthur Cox.

10. Planning for a Return to Corporeal Meetings of the Governing Body

Following the Government's announcement that most COVID restrictions have been lifted, the views of the members of Governing Body were sought regarding the timing for future meetings. It is intended to re-commence 'in person' meetings at IADT, however the option to attend remotely will continue to be provided for members, with future meetings operating on a hybrid model. Athena SWAN family-friendly recommendations that all meetings should not be scheduled outside the times of 10 am and 4 pm were noted, however the Governing Body may if they wish, agree to request a derogation from this to suit the needs of members. A range of views regarding timing and remote/in-person preferences were expressed and it was agreed that a poll of Governing Body members should be undertaken to identify the most favourable option for members.

11. Equality, Diversity and Inclusion Implications

- An update on the most recent meeting of the EDI Committee was provided by the Chairperson of the committee.
- IADT is mindful that staff who have not been on campus for a significant time, may need additional supports as they transition back to working on campus.
- Flexibility will be needed to allow staff to put the necessary childcare and family caring arrangements in place.
- Workplace guidelines that have been developed at national level were noted.
- The EDI Committee commended the EDI Manager on the work that she has undertaken in the area of EDI.
- Planning approval has been granted for the development of student accommodation on the site of the current Bakers pub. This will be of benefit to students and is expected to come onstream in 2024.
- The positive benefits of a hybrid work model for staff were noted, however it will be important that benefits of flexible working are available equitably to staff.
- There has been an emphasis on ensuring that the full range of student support roles are fully available to students on campus.
- Athena SWAN family-friendly guidelines regarding the timing of meetings were noted by the Governing Body in the context of agreement of a future preferred time for meetings.

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

Signed: _____
David Holohan

Date: _____