

## **Minutes of the Governing Body Meeting – 15 June, 2022**

**Present:** David Holohan\* (Chairperson), David Smith (President), Cllr. Kazi Ahmed\*, Dr Fionnuala Anderson\*, Cllr. Dr Michael Clark\*, Dr Cormac Deane\*, Sinéad Gorby\*, Eoin Hicks Smyth\*, Caitriona Murphy\*, Peter O’Brien\*, Eva Perez\*, Rachael Sarsfield Ryan\*

**Apologies:** Cllr. Anne Ferris, Ben Harper, Maeve McConnon, Cllr. Una Power

**Absent without Apology:** Turlough Conway, Punitha Sinnapan

**In Attendance:** Bernard Mullarkey, Elizabeth Stunell

\*Attendance via MS Teams

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 12.00 noon, and concluded at 1.35 pm.

At the commencement of the meeting, the President noted the sad and sudden passing of Paddy McAllister on 23rd May last. The President outline the immense contribution that Paddy McAllister had made to IADT during his time with the Institute, and noted that he will be sorely missed by his colleagues. The Governing Body expressed their condolences to Paddy McAllister’s family, friends and noted the impact on staff of the loss of a colleague.

### **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 4th May 2022 (including for Publication)**

The Minutes of the Meeting of 4th May 2022 were approved (including approval for publication).

Proposed: Rachael Sarsfield Ryan  
Seconded: Eva Perez

#### 4. **Matters Arising**

- **Membership of the Governing Body** – it was noted that Rachael Sarsfield Ryan has come to the end of her term of office as member of the Governing Body. Rachael has served two terms as student representative on the Governing Body and the President, Chairperson and members of the Governing Body extended their thanks to Rachael for her positive contribution and commitment to the Governing Body during her term as member, and wished her well for the future.

#### 5. **Correspondence**

- **Sinead Gorby** – correspondence received from Sinead Gorby tendering her resignation as member of the Governing Body was noted. Sinead Gorby notified members of the Governing Body of her decision to step down as a member of the Governing Body due to personal reasons, and a replacement nominee from Dell has been sought. The Chairperson, President and members of the Governing Body thanked Sinead Gorby for her contribution during her membership of the Governing Body, and wished her well for the future.

#### 6. **Technical Approvals**

##### 6.1 **Bank Accounts**

No changes to IADT's Bank Accounts.

##### 6.2 **Property Rentals**

The following Media Cube Licenses were approved:

- Satisfaction Analytics Ltd

Proposed: Chairperson

Seconded: Catriona Murphy

##### 6.3 **HR Appointments**

No appointments for approval by the Governing Body. A number of appointments have recently been approved by the Recruitment and Selection Committee. The Minutes of this committee are circulated to the Governing Body for noting.

#### 7. **Governing Body Committees and Academic Council**

##### 7.1 **Academic Council – Minutes of the Meeting of 4th April 2022**

Circulation of the Minutes of the Academic Council meeting of 4th April 2022 were noted by the Governing Body. An overview of matters discussed by Academic Council was given by the President. A number of routine items are considered by the Academic Council at each meeting including the minutes of Sub-Committees of Academic Council. Academic Council was notified of a possible delay in the issue of Leaving Certificate Results, which would impact on the commencement date for incoming first-year students. The Academic Planning Coordination and Review Committee has developed the Academic Calendar for 2022/2023, however updates are likely in respect of commencement dates for incoming first-year students. In addition, the APCR Committee will be tasked with considering the implementation of Semesterisation of programmes at IADT. Preparations have commenced for the CINNTE Review by QQI which is an extensive review requiring preparation for the review over the coming academic year.

## **7.2 Audit and Risk Committee – Minutes of the Meeting of 30th March 2022, and Summary Report of the Meeting of 1st June 2022**

Circulation of the Minutes of the Audit and Risk Committee meeting of 30th March 2022 and Summary Report of the Meeting of 1st June 2022 were noted by the Governing Body. An overview of matters discussed at the Audit and Risk Committee was given by the Chairperson of the Committee. The Audit and Risk Committee has reviewed and noted the outcome of audits by the C&AG and is satisfied with the financial health of the Institute. The Audit and Risk Committee was apprised of a critical risk that has been identified in relation to IADT's Cyber Security processes and infrastructure, and recommendations to address these risks which have been identified through the Audit process. The President has met with the ICT Manager and agreed an action plan to implement measures to address this risk as far as is possible. This action plan includes further training for members of the ICT Team in the area of cyber security. However, in relation to ICT services, the Institute is significantly dependent on external services providers for infrastructural provision. A weakness identified in relation to documented cyber security processes is also being addressed.

## **7.3 EDI Committee – Minutes of the Meeting of 28th March 2022, and Summary Report of the meeting of 23rd May 2022**

Circulation of the Minutes of the EDI Committee Meeting of 28th March 2022 and Summary Report of the Meeting of 23rd May 2022 were noted by the Governing Body. At the meeting of 28th March, the EDI Committee received an in-depth briefing from the EDI Manager regarding the status of IADT's Athena SWAN Bronze accreditation application. The application submission is at an advanced stage, and a detailed implementation plan is also being finalised for submission. The application will be submitted on 1st July next. IADT's EDI Manager is also Chair of the EDI Managers Group which provides a national oversight of emerging policies and trends.

## **8. Governing Body Resolutions**

### **8.1 The Governing Body Approves the IADT Annual Report 2020/2021 (8/2022)**

Circulation of the Annual Report 2020/2021, and the work involved in collating the information contained within the report were noted. Resolution 8/2022 was adopted by the Governing Body.

Proposed: Chairperson  
Seconded: Dr Fionnuala Anderson

### **8.2 The Governing Body Approves the Revised Governance Statement 2020/2021 (9/2022)**

IADT submitted the Annual Governance Statement for 2020/2021 as per the HEA's schedule and was the first HEI in the Technological Sector to submit the Governance Statement. In the interim, the HEA had commissioned Mazars to review the format of the Annual Governance Statement and a new template was developed. It was noted that the new template requires substantively the same information to be provided, however the recording of the information is across a greater number of discrete line-items. The Revised Annual Governance Statement was noted and Resolution/2022 was adopted by the Governing Body.

Proposed: Rachael Sarsfield Ryan  
Seconded: Cllr Kazi Ahmed

### 8.3 The Governing Body Approves the Award of IADT Honorary Fellow (10/2022)

All information provided to the Governing Body as part of Item 8.3 is confidential to the Governing Body until public announcement.

The President noted that the Award of IADT Honorary Fellow is the highest award that the Institute can bestow on a person in recognition of significant service to IADT, or positive influence and contribution to scholarship and/or practice in discipline areas core to IADT. Due to the pandemic, no Honorary Fellow Awards were made in 2020 or 2021, however with the anticipation of a return to a full conferring ceremony for 2022, the Honorary Fellow Nomination Process has been undertaken this year, and the President provided a brief overview of the process to the Governing Body. A meeting of the Honorary Fellows Nomination Committee took place on 14th June, at which nominations received were considered. The President identified a conflict of interest in respect of one nominee, noting that he had no involvement in making the nomination. The President absented himself from the meeting of the Honorary Fellow Nominations Committee during the decision on the nomination to ensure that the decision reached by the Committee was fully independent. The recommendation made by the Honorary Fellow Nominations Committee was notified to the Executive. The Nominations Committee recommended that <name redacted> be Awarded as an Honorary Fellow of IADT. Resolution 10/2022 was adopted by the Governing Body.

Proposed: Chairperson  
Seconded: Eva Perez

The President noted that two previous nominees – <names redacted> – were not in a position to accept their award during their year of nomination. The Nominations Committee has agreed that they will be offered the opportunity to accept the award at November's Conferring. The President also noted that it is intended to return to a full in-person conferring ceremony this year, with a venue for the ceremony to be finalised early in the new academic year.

## 9. President's Briefing

### 9.1 National Strategic Update

Circulation of the President's Briefing to Governing Body was noted and a number of key points from the Briefing were highlighted by the President.

- **Science Foundation Ireland** – Science Foundation Ireland has allocated funding of c. €52k to the IADT-DLRCOCO cooperative Fernhill Park and Gardens Augmented Reality project. Funding awards made by SFI were noted as being very competitive with an obvious emphasis on STEM over Arts and Humanities. It is the first funding award allocated to an IADT-DLRCOCO collaboration by SFI.
- **National Recovery and Resilience Plan Fund** – the Plenary Group has met in relation to operationalising the implementation of work packages agreed in the sectoral submission to the National Recovery and Resilience Plan Fund. The European funding was awarded to the Technological Sector – IoTs and TU's jointly, to transform teaching and learning and the student experience post-covid, with work packages to be completed by September 2024.

- **Capital Calls** – the outcome of applications to the TSSPF and HESIF ii Capital Calls is not as yet known.
- **Oireachtas Joint Committee on Education, Further and Higher Education, Research, Innovation and Science** – the Oireachtas Joint Committee met with the Chairpersons of Governing Bodies of three Technological Universities on 17th May last. The discussion focused on future funding for Higher Education, and the needs of the Technological Sector.
- **Ukraine** – there has been a recent decline in the number of displaced students from Ukraine coming to Ireland, with the majority being women and children of primary/secondary education age. A triage system has been put in place in Maynooth University to assess applications for places in Irish Higher Education Institutions. It is expected that the number of applications will be low as many displaced Ukrainian students will seek to complete their studies in their national HEI. English language competency may also be an issue for many students from Ukraine who do seek to enrol in Irish HEIs.
- **National Research and Innovation Strategy: Impact 2030** – the National Research and Innovation Strategy: Impact 2030 was published by Minister Simon Harris TD, Minister for FHERIS on 18th May last. The Director of RDI attended the launch on behalf of IADT. It is likely that a National Research Forum will be established.
- **Staff Briefing and Information Sessions** – the President held a series of in-person Briefing and Information Sessions for staff during May, at which members of the Executive provided staff with key updates on a range of strategic and operational matters. The information sessions also included a Q&A. The President noted very positive attendance at the sessions by staff.
- **Conclusion of Current Academic Year and Preparations for 2022/2023** – programme delivery has concluded for the 2021/2022 academic year, with Exam/Assessment Boards and appeals processes nearing completion. It is expected that full on-campus operations will commence from September, and it is expected that this will cause some pressure due to the limitations of on-campus space resources. The late issue of the Leaving Certificate results is also expected to cause some scheduling difficulties; however, these are being worked through.
- **On-campus Summer Activity** – a range of summer camps and summer programmes will be taking place on campus over the summer, which include both programmes organised by IADT, and rental of campus facilities to external providers.
- **OnShow 2022** – IADT's Graduate Exhibition and Showcase 'OnShow' was officially opened by Minister Simon Harris TD, Minister for Further and Higher Education, Research, Innovation and Science, on 9th June last. The President met with Minister Harris briefly prior to the Exhibition, and updated the Governing Body regarding the meeting. Remarks made by Minister Harris in opening OnShow were welcomed by the President, and were supportive of IADT in determining the future designation most appropriate to the Institute.

- **Staff Retirement Event** – an event to mark the retirement of 16 staff from IADT over the past 3 academic years, was held on Friday 10th June. In addition, a belated retirement event to mark the retirement of former President Dr Annie Doona, was held on 26th May.
- **Celebration of Teaching and Research** – the annual celebration of Teaching and Research highlighting the skills and achievements of IADT’s academic staff, will take place on 16th June.

## 9.2 Strategy Implementation

- **Strategic Plan Implementation** – the Executive is in the process of reviewing progress in implementing IADT’s Strategic Plan. A meeting has been organised for 6th July next at which, decisions will be taken regarding any items that are no longer relevant or which cannot be completed within the current year. A report from this meeting will be presented to the September meeting of the Governing Body, and a proposal will be made to the Governing Body to commence the tender and development processes for the next Strategic Plan. The President noted IADT’s intention to deepen links with the Further Education sector building on MoUs currently in place with local Further Education Colleges. This was positively endorsed by the Governing Body.
- **TU Transformation Project** – following the presentation made to the Board of the HEA on the findings of IADT’s TU/TF Project to scope the potential for a University of the Creative Arts for Ireland, the President expects to receive feedback on the report later in the month. A briefing on feedback received will be presented to the Governing Body in September.
- **Compact** – following on from submission of the Self Evaluation Report on progress in achieving targets agreed as part of the Compact with the HEA, a meeting has been scheduled with the HEA for 14th October next at which feedback on the Self Evaluation Report will be provided by the HEA.
- **Engagement with Dun Laoghaire-Rathdown County Council** – the President will progress work on an MoU between IADT and Dun Laoghaire-Rathdown County Council shortly. This work has slowed in recent weeks due to the number of capital and strategic submissions that needed to be completed as a priority.
- **Digital Media Building** – the Digital Media Building remains on-track to commence construction on-campus towards the end of the summer.
- **FilmEU Dublin Summit** – IADT hosted the 2nd annual FilmEU –European University of Film and Media Arts Summit from 7th to 9th June last. The event was a great success with over 120 European delegates attending in person. The event comprised both online and in-person attendance.

## 9.3 Risk Management

- **Reportable Accident** – a report regarding a recent reportable accident has been forwarded to the HSA and has been dealt with. No further action has been required of IADT.

- **Cyber Security** – a review of Cyber Security procedures has recently been carried out as part of the Internal Audit process, and a number of areas for improvement have been identified and are being actioned at present.
- **Single Point of Contact/Control** – due to IADT having a relatively small staff cohort, issues have been identified in relation to having single points of contact/control for key systems, posing risks to the Institute where key staff members become unavailable / ill / resign at short notice. The Executive has identified this as a risk for the Institute and is considering how to address this risk in the short-term.

#### **9.4 IADT: Financial Update**

Circulation of the Management Report and Report on Variances to the end of April 2022 was noted, and an update on the key points from the report was given by the Secretary/Financial Controller. A small negative variance of €75K was reported, however, the Secretary/Financial Controller noted that this is not outside of the normal variance levels for the time of year. The positive outcome to the recent audit of IADT's Financial Statements to the year-end 31st August 2021 was noted as very positive in respect of the management of the Institute's financial processes and expenditure.

#### **10. Approval of Governing Body Meeting Schedule 2022/2023**

Circulation of the draft Meeting Schedule for 2022/2023 was noted, and the proposed dates for meetings approved by the Governing Body. In relation to the start time of meetings, the Chairman proposed to keep the 12 noon start time for meetings for the present, with a review of the start time at a future date if necessary.

Proposed: Chairperson  
Seconded: Dr Fionnuala Anderson

#### **11. Equality, Diversity and Inclusion Implications**

- IADT's intention to deepen links with the Further Education Sector was positively endorsed by the Governing Body
- The Governing Body is cognisant of family-friendly recommendations relating to the start times of meetings, and agreed to retain a 12 noon start-time for meetings of the Governing Body for the present.
- The late issue of Leaving Certificate results will pose difficulties for the Institute in relation to the start date for incoming first-year students. Amendments to the induction and commencement schedule of incoming first-year students are being made at present
- Circulation of the Minutes and Summary Report from the EDI Committee of Governing Body were noted
- Preparations for IADT's submission for Athena SWAN Bronze Accreditation are well advanced with the application due to be submitted on 1st July

#### **12. Annual Review of the Effectiveness of the Governing Body**

The need for the Governing Body to undertake a review of the effectiveness Review twice-yearly was noted.

#### **13. Meeting of the Governing Body without Executive Attendees**

The President, Secretary/Financial Controller and Recording Secretary left the meeting at 12.55 pm. The Governing Body met in private session in the absence of members of IADT's Executive to undertake an annual Governing Body Effectiveness Review.

**14. Meeting of the Independent Members of the Governing Body.**

Staff members and Student members of the Governing Body left the meeting at 1.22 pm, and a private meeting of external members of the Governing Body took place.

The next meeting of the Governing Body will take place on 7th September 2022.

Signed: \_\_\_\_\_  
David Holohan

Date: \_\_\_\_\_