

Minutes of the Governing Body Meeting – 7 September, 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*, Ben Harper*, Eoin Hicks Smyth, Maeve McConnon*, Crow Mullan, Caitriona Murphy, Peter O’Brien*, Eva Perez
- Apologies:** Cllr. Una Power
- Absent without Apology:** Punitha Sinnapan
- In Attendance:** Bernard Mullarkey, Elizabeth Stunell
- *Attendance via MS Teams

This meeting took place in the Boardroom, Roisin Hogan House, IADT, with remote attendance being facilitated via 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 1.15 pm.

1. Adoption of Agenda

The Agenda was adopted as circulated.

Proposed: Chairperson
Seconded: Cllr Anne Ferris

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 15th June 2022 (including for Publication)

The Minutes of the Meeting of 15th June 2022 were approved (including approval for publication).

Proposed: Caitriona Murphy
Seconded: Cllr. Kazi Ahmed

4. Matters Arising

- **Membership of EDI Committee** – it was noted that following the resignation of Sinead Gorby from the Governing Body, the nomination of a new member of the Governing Body by Dell is awaited. In addition, as Sinead Gorby was a member of the EDI Committee, nominations were sought for a member to be appointed to this committee. Members of the Governing Body interested in becoming a member of the EDI Committee were requested to contact the Chairperson and the Secretary/Financial Controller, and a resolution to appoint a new member to the EDI Committee will be placed before the next meeting of the Governing Body. The Chairperson of the EDI Committee put on record her appreciation for the contribution made to the Committee by Sinead Gorby during her time as a member of the EDI Committee.

5. Correspondence

- **Student Members of the Governing Body** – confirmation has been received of the re-appointment of Eoin Hicks Smyth, and the appointment of Crow Mullen as student members of the Governing Body for a term of office from 1st July 2022 to 30th June 2023. The Chairperson welcomed Eoin Hicks Smyth and Crow Mullen to the Governing Body.

6. Technical Approvals

6.1 Bank Accounts

- €5m Treasury notes held with the NTMA which mature on 30 September 2022, have been rolled over for six months to 30 March 2023. The Secretary/Financial Controller noted that IADT is now receiving 0.15% interest on funds held within the bank account.
- Funds held within KBC Bank have been withdrawn to support cashflow, and the KBC Bank account has been closed.

Proposed: Eva Perez
Seconded: Chairperson

6.2 Property Rentals

The following Media Cube Licenses were approved:

- Flex Labs t/a The Digital Learning Institute
- Maria Fenlon Interiors

Proposed: Eva Perez
Seconded: Chairperson

6.3 HR Appointments

1. Completed Interview Board Recommendations (Management Roles)

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.

31/22 Estates and Campus Services Manager

<Name(s) redacted>

Interviews for these competitions took place in July and the selection board recommended the above listed Candidate for appointment. The Secretary/Financial Controller noted that Grace Weldon, Estates and Facilities Manager, will move to a post focusing fully on Capital Projects for the next three years.

2. 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:

Name	Start Date
Joan Broderick	1st July 2022
Eileen MacNamara	1st August 2022
David Doyle	1st September 2022
Dr David Farrell	1st September 2022
Helen Wybrants	1st September 2022

Karen Muldowney 1st September 2022
Pamela Gaynor 1st September 2022
Dr Thomas Duffy 1st September 2022

Proposed: Eva Perez
Seconded: Chairperson

7. Governing Body Committees and Academic Council

7.1 Academic Council – Minutes of the Meeting of 9th May 2022

Circulation of the Minutes of the Academic Council meeting of 9th May 2022 were noted by the Governing Body. An overview of matters discussed by Academic Council was given by the President. The implementation of the Honorary Professor Policy has been placed on hold pending the outcome and potential implementation of recommendations from the OECD Review of lecturing contracts. However, a need has been identified to implement a mark of recognition for significant contributions past and present staff have made to the Institute. The President has requested the Registrar to review the Honorary Professor Policy and to develop an amendment to the policy which may provide such a mark of recognition. Initial language and academic competency screening of all applications received from displaced students from Ukraine for places at Irish Higher Education Institutions is being undertaken by NUI Maynooth. IADT has received few applications for places mainly due to the requirement for a portfolio for admission to many of IADT's programmes, however, one student has been admitted to 3rd year of the Entrepreneurship programme starting this September.

The success of a number of funding bids were noted by Academic Council. A significant body of work lies ahead of the Institute in the coming year as part of the CINNTE Review, with a briefing on the process having been provided to Academic Council by the Assistant Registrar. IADT has also signed the Joint-Sectoral Protocol between Designated Awarding Bodies and QQI, committing IADT to align to these protocols and observe the NFQ Awards Standards for programme design and review, assessment etc. Academic Council was also briefed regarding the National Recovery and Resilience Plan project, now named NTUTORR.

7.2 Recruitment and Selection Committee – Minutes of the Meeting of 6th April 2022, and Summary Report of the Meeting of 30th August 2022.

Circulation of the Minutes of the Recruitment and Selection Committee meeting of 6th April 2022, and Summary Report of the meeting of 30th August 2022 were noted by the Governing Body. An overview of matters discussed at the Recruitment and Selection Committee was given by the Chairperson of the Committee. Appointments recommended by Selection Panels over the summer period were approved and ratified by the Recruitment and Selection Committee. In addition, the Committee has made a number of recommendations to Selection Board processes and documentation which will be implemented.

7.3 Recruitment and Selection Committee – Annual Report 2021/2022

Circulation of the Annual Report of the Recruitment and Selection Committee for 2021/2022 was noted by the Governing Body.

8. Governing Body Resolutions

8.1 The Governing Body Approves the IADT Student Mental Health Policy (11/2022)

Circulation of the *IADT Student Mental Health Policy* was noted and an overview of the aims of the Policy was provided by the President. Development of the Policy was welcomed. It was requested that provisions for continued training in the area of suicide prevention is included within the Policy – the President will raise this with the Registrar. Resolution 11/2022 was adopted by the Governing Body.

Proposed: Turlough Conway
Seconded: Dr Fionnuala Anderson

8.2 The Governing Body Requires the President to initiate the Development of a Strategic Plan for IADT (12/2022)

A briefing document regarding the development, Implementation, Progress and Conclusion of the current Strategic Plan, was noted by the Governing Body. The President again outlined that in order for IADT to best position itself within the context of the changing Higher Education landscape, delivery of the *Strategic Plan* has been accelerated with actions being due to be completed by the end of the current calendar year. A small number of actions have been identified that it will not be possible to complete within the accelerated timeframe. These were outlined to the Governing Body within the briefing paper, and included an explanation of the factors impacting on the completion of actions in the accelerated timeframe. It was, however noted that most of the actions agreed in the *Strategic Plan* will be completed on schedule, with work to complete a small number of actions continuing into the early part of 2023.

A proposed timeline for the development of the next Strategic Plan was also provided within the briefing. The President noted a number of very significant strategic and critical bodies of work that will be carried out in conjunction and alongside the development of the new Strategic Plan including the CINNTE Review, and the development and agreement of a new Performance Framework Agreement (“Compact”) with the HEA. The need for closer alignment between the Strategic Plan and the next “Compact” was highlighted by the President. Preparatory work for the procurement process to engage consultants to support the development of the new Strategic Plan has been initiated, and it is intended to undertake the procurement process following the adoption of the Resolution by the Governing Body. Consultation with the Governing Body will be a key component in the development of the new Strategic Plan.

A query was raised in relation to the findings of IADT’s TU/TF Project Report (which was circulated to the Governing Body for information), and their implications for the development of the new Strategic Plan. The President noted that the Report was a Research-based report, which sought to address the findings of a number of previous reports which had highlighted the need for a University of the Creative Arts for Ireland, as they apply to the current Higher Education Landscape which has evolved since the previous reports were authored. Following presentation of the TU/TF Report to the Board of the HEA in April last, the Executive has received feedback on the report from the HEA. The feedback received was positive and supportive of IADT working towards determining a future designation appropriate to the mandate of the Institute. It was also noted that the future designation should not be limited by existing legislation.

The President also noted that having presented the TU/TF Report to the Board of the HEA in April, feedback was provided to the Executive by the HEA on 23rd June last. It was reported that the Board of the HEA received the report positively, and that the HEA Executive is supportive of IADT working to determine the future designation most appropriate to the mandate and mission of the Institute. IADT has also received positive feedback in relation to the Compact Self Evaluation Progress Report submitted to the HEA in April.

Resolution 12/2022 was adopted by the Governing Body.

Proposed: Chairperson
Seconded: Caitriona Murphy

(Cllr Michael Clark joined the meeting at 12.50)

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.

- **Athena SWAN** – IADT has received notification that the Institute’s Athena Swan Bronze application has been successful. The President noted this as an immense achievement for the

Institute. The work undertaken to prepare the application was very significant and the President acknowledged the work of Claire McGing, Rachel Skelly, Niamh Clifford and the IADT Athena SWAN Self Assessment Team. The President also acknowledged that IADT's successful application for Bronze Accreditation has built on the work initiated by his predecessor and by the Registrar, Dr Andrew Power, in his role as VP for EDI which predated the appointment of Claire McGing as EDI Manager. The importance of the accreditation to many of the Institute's strategic ambitions including international engagements, research funding applications, growth & retention was highlighted by the President. IADT is the first Higher Education Institution in Ireland to achieve an institutional award under the new Athena Swan Charter principles for Ireland. Feedback from the International Evaluation Panel was very positive, and work to implement the Athena SWAN Action Plan developed during the accreditation application process will now commence.

- **Performance Impact Case Study** – at the time of submission of the Compact SER, IADT submitted an 'Impact Assessment Case Study' to the HEA. The Impact Assessment Case Study was prepared by Claire McGing and showcased the creation of the *Moving Parts* animation series which explored consent, sexual violence and harassment (SVH), and bystander intervention for Irish HEIs. The project was overseen by David Quinn, Claire McGing and Rachel Skelly. IADT has been awarded €833K in System Performance Funding. A number of projects will now be identified to be resourced through this fund.
- **Capital Calls** – the outcome of submissions to the TSSPF and HESIF II calls is not as yet known.
- **CAO 2022** – the Registrar and Admissions Officer have been working through the necessary processes ahead of the CAO Round 1 offers. IADT has 560 places available for programmes and will offer places with a view to filling these programmes. It is expected that some programmes will recruit well, and it is anticipated that the final number of acceptances will be close to the target number of places.
- **Award of Honorary Fellow of IADT** – two of the three Honorary Fellow nominees have now accepted their nomination and will be conferred with the award at November's conferring ceremony. A response from the third nominee is awaited.
- **Emergency Online Teaching Provision** – the Emergency Online Teaching Provision agreement that was enacted during Covid has now lapsed, and teaching will return to face-to-face on-campus delivery. It is unclear if a new national agreement or framework regarding online/hybrid delivery will be put in place. Given that space resources and facilities remain tight, progress towards an agreement on new delivery models would be of some benefit. Online delivery will still be facilitated only where there is demonstrable academic benefit / increased retention, however, without a national agreement it is unlikely to be facilitated for any other purpose.
- **Summer Works** – a significant energy efficiency upgrade has been carried out on the Atrium building over the summer, including the replacement of all halogen and tungsten lighting, roof and window repairs. ICT upgrades were installed in a number of labs and a very significant upgrade was rolled out to the Banner 9 Student Records System.
- **CINTE Review** – this coming year will see all areas of the Institute prepare for the QQI CINTE Review – this will be a significant self-evaluation exercise, culminating in a visit by an international panel in June 2023.

9.2 Strategy Implementation

- **Compact and Strategy Development** – over the coming year, IADT will engage in the development of a new Strategic Plan and also in the development of a new Performance Framework Agreement (Compact) with the HEA.
- **Engagement with Dún Laoghaire-Rathdown County Council** – the draft Memorandum of Understanding with Dun Laoghaire-Rathdown County Council has been approved by the DLR Executive. The President will meet with the CEO of DLRCOCO in the coming weeks to formally agree and sign the MoU.
- **Digital Media Building** – work is progressing in relation to the Digital Media Building, and it is hoped to have contractors on-campus by the end of the year.

9.3 Risk Management

- **Cyber Security** – substantial work has been undertaken to address Cyber Security risks identified as part of a recent Internal Audit. The necessary policies, procedures and training have been put in place.
- **Public Sector Pay Talks** – notice has been received from a number of unions regarding ballots leading to the possibility of strike action in the coming months. However, recent recommendations agreed at WRC under the *Building Momentum* programme, may lead to a revised Public Service Pay agreement which it is hoped will avert potential disruption over the coming months.

9.4 IADT: Financial Update

Circulation of the Management Report and Financial Overview Report to the end of July was noted. The Secretary/Financial Controller briefed the Governing Body regarding key points from the briefing. IADT had a favourable variance of €346k at the end of July, reversed from a negative variance of €75k. In the context of the Public Service Pay Talks, there is an element of back-pay within the agreement which will need to be factored into the pay budget; it is hoped that the additional pay costs will be provided to the sector by the exchequer. Significant increases in energy bills are being incurred and strategies to mitigate this are being considered at local and national level. These measures include possible restrictions on heating levels within public buildings. An approved over-spend to facilitate necessary capital expenditure is in place as approved by the Governing Body, however it is hoped to return a balanced budget for 2022.

10. Equality, Diversity and Inclusion Implications

- IADT has achieved Athena SWAN Bronze Level accreditation. Work to implement the Athena SWAN Action Plan will now get underway.
- The contribution made by Sinead Gorby to the EDI Committee of Governing Body was commended and a Resolution to appoint a new member to the EDI Committee will be presented to the next meeting of the Governing Body.
- Funding received arising from the Performance Impact Case Study on the *Moving Parts* animation series was welcomed, and appropriate projects to be resourced through this fund will be identified.
- During the course of the meeting, members of the Governing Body noted the need for IADT to remain in touch with retired staff members.
- Approval of the IADT Mental Health Policy by the Governing Body was noted.

The next meeting of the Governing Body will take place on 5th October 2022.

Signed: _____
David Holohan

Date: _____