Minutes of the Governing Body Meeting – December 9, 2015

Present:	Barry Dignam, Jane Dillon Byrne, Annie Doona *(except for Item 7.1)*, Tim Jackson, Neil Kavanagh, Derek Larkin, Sorcha Nic Cormaic, Díóg O'Connell, Eleanor Roche, Cliodhna Shaffrey, Cormac Shaw, Tom Taylor
Apologies:	Kieron Connolly, Pat Hand, Jade Hogan, Teresa McGrane, Donal O'Mahony
In Attendance:	Bernard Mullarkey, Elizabeth Stunell

The start time of the meeting was delayed to 11.20 am due to a fire alarm activation.

1. **Adoption of Agenda**
    The Agenda was adopted as circulated, with the agreement that Item 7.1 will be taken first.

    Proposed: Jane Dillon Byrne
    Seconded: Derek Larkin

(The President joined the meeting at 11.35 following the conclusion of Items 1 and 7.1)

The Governing Body congratulated the President on her re-appointment as President of IADT for the coming 7 years and wished her well in her role. The President thanked the Governing Body and said that she was 'delighted and honoured' to have been re-appointed.

2. **Adoption of Minutes of Meeting of November 4th 2015 (including Internal Publication)**
    The Minutes of the Meeting of November 4th 2015 were approved (including approval for internal publication).

    Proposed: Tim Jackson
    Seconded: Jane Dillon Byrne

3. **Matters Arising**
    - **Programme Weightings –** the President noted that IADT's submission to the HEA in relation to the programme weightings assigned to the Film, Design and Creative Music Production programmes has been successful and that from 2016, these programmes will be assigned a weighting of 1.7.

4. Correspondence

- **Governing Body Membership –** Correspondence has been received confirming the appointment of Ms Maeve McConnon – IDA Ireland – to the Governing Body. Nominations to the IADT Governing Body whose' term of office commences April 2016 will be considered by the Dublin and Dun Laoghaire Education and Training Board at its January 2016 meeting.
- **Donal O'Mahony –** Correspondence has been received from Donal O'Mahony tendering his resignation from the Governing Body and from the Audit Sub-Committee due to pressure of work. The Governing Body thanked Donal for his contribution to the Governing Body and wished him well for the future.
- **Boundary Issue –** progress is being made to finalise the resolution of the boundary issue with one of IADT's neighbours – once completed, the Secretary / Financial Controller will write to the neighbouring properties along the disputed boundary to outline that IADT's boundary with their properties has been confirmed.

5. Technical Approvals

5.1 Bank Accounts

None.

5.2 Property Rentals

The Governing Body approved the following Media Cube Licences:

- Brendan Phelan
- GodleyWood (t/a WholeWorldBand)
- DriveNtell
- Traxedo

Proposed: Tom Taylor
Seconded: Derek Larkin

5.2 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 November 2015 of their taking up duty in the particular posts.

Acting Head of Faculty – Faculty of Film, Art and Creative Technologies

1.2 There will be further recruitment through external competitions for approval at the next Governing Body meeting in December as follows:

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 competition 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.

Permanent Posts:

- Head of Creative Engagement (24/15)
- Student Experience Manager (25/15)

5-year Fixed Term
- Marketing Manager (23/15)

1.3. Non filling of the following posts
Assistant Lecturer in Modern English Literature (20th Century Irish and American Literature). Interviews took place however candidate placed first on the panel withdrew and the person placed second on the panel did not accept.

Proposed: Tom Taylor
Seconded: Derek Larkin

6.   Governing Body Committees and Academic Council
6.1   Minutes of the Academic Council Meeting of 5th October 2015
The Minutes of the Academic Council meeting of 5th October 2015 were noted by the Governing Body. An update regarding matters considered by the Academic Council during this period was given by the President.

7.   Governing Body Resolutions
7.1   The Governing Body Ratifies the Written Resolution "The Governing Body Approves the Appointment of a President of IADT" (22/2015)
Item 7.1 was taken first on that Agenda. The President was not in attendance for this item. The Secretary/Financial Controller noted that in consultation with the Deputy Chairperson and the Recruitment Sub-Committee appointed to oversee the appointment of a President for IADT, a Written Resolution was circulated to the Governing Body to ratify the appointment of a President for IADT. The Secretary/Financial Controller noted a number of factors in the decision to issue the Written Resolution to the Governing Body. The outcome of responses to the Written Resolution were read to the Governing Body by the Secretary/Financial Controller. Resolution 22/2015 was adopted by the Governing Body.
Proposed: Eleanor Roche
Seconded: Cliodhna Shaffrey

7.2   The Governing Body Approves the IADT Policy and Procedure for the Protection of Children and Vulnerable Adults (23/2015)
The IADT Policy for the Protection of Children and Vulnerable Adults was presented to the Governing Body and a number of key points within the Policy were noted. Training for IADT staff has been organised for December 15th next. In addition the Policy is being notified to the range of contractors engaged by IADT. Resolution 23/2015 was adopted by the Governing Body.
Proposed: Barry Dignam
Seconded: Tom Taylor

7.3   The Governing Body Approves the IADT Quality Manual (24/2015)
The President briefed the Governing Body regarding the development of the updated IADT Quality Manual. Resolution 24/2015 was adopted by the Governing Body.
Proposed: Eleanor Roche
Seconded: Jane Dillon Byrne

(Díóg O'Connell left the meeting at 12 noon)

7.4   The Governing Body Approves the IADT Annual Report 2013/2014 (25/2015)

Following completion of the audit of IADT's Financial Statements 2013/2014, the IADT Annual Report was presented to the Governing Body for approval. Resolution 25/2015 was adopted by the Governing Body.

Proposed: Derek Larkin
Seconded: Tim Jackson

8.   President's Briefing

- **Irish Software Awards (ISA) & Institute of Irish Design Awards (IDI) –** IADT's Visual Communications & Creative Technologies teams won notable industry awards for collaboration with IBM Design at Irish Software Awards (ISA) & Institute of Irish Design Awards (IDI) in late November. 'Project K' a collaborative design and research project between IBM Design (Austin), IBM Studios (Dublin) and staff and students from the Departments of Psychology & Technology and Art & Design received national industry recognition over the recent weeks when the project was cited as integral to IBMs success in winning the best Multinational Corporate initiative at the IBEC/ISA awards ceremony. Further recognition was received by IADT's Faculty of Film Art and Creative Technologies team on Thursday last when it secured the overall prize for best Design Education and Industry project at the IDI awards in Dublin's Marker Hotel.

- **Vera Klute –** Congratulations to IADT Graduate Vera Klute who was announced as winner of the 2015 Hennessy Portrait Prize. Vera graduated from the BA (Hons) in Fine Art. The Hennessy Portrait Prize attracted entries from over 260 artists which were shortlisted to 12. Vera Klute was awarded the prize of €15,000 for her oil on canvas painting entitled, Anne Ryder. She will also receive a commission worth €5,000 to produce a portrait for inclusion in the National Portrait Collection.

- **Conferring** – IADT's annual Conferring ceremony took place on November 18th last and was a very enjoyable event. The Governing Body was represented by Eleanor Roche and Tim Jackson. The event also included the award of IADT Honorary Fellow to Dr Seamus Cannon and to IADT graduate Rory O'Neill.

- **Web Summit** – 60 IADT students from the Department of Technology & Psychology volunteered at the 2015 Web Summit. The students worked as assistants for the Media Team at the RDS.

- **In The Making –** an exhibition entitled 'In the Making' brought together the work of 14 final year Art students. The exhibitions took place in the Pallas Project. Works displayed at the exhibition included painting, print, video, sculpture and installation with a particular emphasis on painting in the digital/photographic age, surface, artificiality and the human body, exploitation and the everyday.

- **Christmas Market** – organised by the Student Enterprise Society, the annual Christmas Market took place in the Chapel over 3 days last week. Students from across the Faculties set up stalls to sell their products including merchandise and self-made products.

- **Psychological Society of Ireland Annual Conference** – IADT's Department of Technology and Psychology was well represented at the 45th Psychological Society of Ireland Annual Conference, held in Galway from 11th-14th November. Katarzyna Rejkiewicz, a graduate of the BSc (Hons) in Applied Psychology, presented research that she conducted under the supervision of Dr. Ellen Brady

and Dr. Brendan Rooney. Katarzyna's research examined creativity amongst video game players, employing a qualitative design.

- **Photography Student Exhibition** – two final year students from the BA (Hons) in Photography Programme have exhibited work at an International Photography Symposium. Sophia Harding and David Moore were amongst a group of students whose work was exhibited during the International Photography Symposium at the Ladislava Sutnara Faculty of Design and Art at the University of West Bohemia, Plzen in the Czech Republic.
- **Employment Control Framework –** there has been no update on the ECF since the last meeting. However the HEA has indicated a possibility that a relaxation of the ECF with a number of conditions including budgetary allocation for pension provision, may be announced in the near future.
- **Gender Equality** – the HEA review of Gender Equality has commenced. Dr Josephine Browne – Head of Faculty of Enterprise and Humanities attended a recent HEA briefing on behalf of IADT and reported back to the Executive. The HEA has requested further information regarding the gender breakdown among IADT staff – this information is being compiled by the HR Office at present.
- **NCAD** – the President noted that Professor Declan McGonagle has tendered his resignation as Director of NCAD. The Governing Body wished Declan well in his retirement from NCAD.
- **Dormant Accounts** – IADT has been successful in relation to two bids submitted to the Dormant Accounts Initiative for projects in the area of digital skills.

9. **IADT: Financial Update**

Circulation of the Management Report for October 2015 along with the explanatory note from the Secretary/Financial Controller was noted. IADT remains on course to meet its legal obligation to return a balanced budget to the HEA for 2015. It is unclear as to the level of budget reduction that will be applied to IADT and to the Institutes of Technology for 2016. The budget planning process for 2016 is underway however, it is unlikely that the budget allocation will be advised by the HEA until February/March of next year.

A meeting of the Audit Sub-committee of Governing Body took place on December 9th. The Audit Sub-Committee met with both the Comptroller and Auditor General's Office and staff from the Internal Auditors. Both the Internal Auditors and the C&AG complimented IADT regarding Governance procedures and no issues in relation to Governance were reported.

It is also intended to undertake an number of capital projects in the coming year including a refurbishment of A019, upgrade works to the Student Union Facilities and the addition of a 2nd floor on to the Backlot Building.

10. **Clusters and HEA Compacts**
- **Clusters** – the HEA Clusters consultation exercise is continuing at present and IADT's Executive is finalising a response for submission. The HEA has circulated a series of possible dates towards the end of January 2016 for a meeting of members of the Dublin Cluster. The President confirmed that no performance-related funding will be withheld from IADT in relation to the performance of the Dublin/Leinster Pillar I Cluster, however, a proportion of performance-related funding has been withheld from a number of Cluster members. A meeting of the Cluster members will be held in the near future.

- **TU Bill** – the Technological Universities Bill has now been published and the implications for IADT in relation to governance provisions of the Bill are being considered. It was noted that some of the criteria which need to be met prior to a merged institution applying for designation as a Technological University have been expanded. In addition the President noted discussions between the Institutes of Technology Ireland (IoTI) and DIT are in progress regarding the establishment of a single body which would represent both the institutes of Technology and the Technological Universities. However progress on this was reported as slow.

- **Compact** – the President informed the Governing Body that IADT has been assigned a 'Category 1' in relation to progress in achieving targets agreed within IADT's Compact with the HEA. This is the highest rating and means that IADT has engaged fully with the process and has made good progress in achieving the agreed targets. As a result, no performance-based funding will be withheld from IADT. The Governing Body commended IADT on this achievement. The President put on record her appreciation to all staff who have contributed to IADT achieving these targets. In addition the need to ensure that the HEA does not increase IADT's targets to a level that would be difficult for IADT to achieve was highlighted.

(Díóg O'Connell returned to the meeting at 12.35 pm)
(The President left the meeting at 12.40 pm)

11.   Presentation: Student Numbers 2015
A presentation regarding IADT's student numbers for the current academic year and the outcome of the CAO process was given by David Doyle, Academic Administration and Student Affairs Manager. The Governing Body thanked David for his presentation.

Signed: _____   Date: _____
            Eleanor Roche
            Deputy Chairperson