Minutes of the Governing Body Meeting – 2 March, 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, Caitriona Murphy, Peter O'Brien, Eva Perez, Cllr. Una Power, Rachel Sarsfield Ryan,
Apologies:	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 8.00 am, and concluded at 9.20 am.

1.   Adoption of Agenda
Late circulation of supporting documentation for items 8.2 and 8.3 was noted. The Agenda was adopted as circulated.

    Proposed: Chairperson
    Seconded: Eva Perez

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 2nd February 2022 (including for Publication)
The Minutes of the Meeting of 2nd February 2022 were approved (including approval for publication).

    Proposed: Dr Fionnuala Anderson
    Seconded: Maeve McConnon

4.   Matters Arising
- **Standards in Public Office –** members of the Governing Body were reminded that IADT is required to retain a copy of their SIPO Declarations of interest forms, and it was requested that any member who forwarded their return directly to the Standards in Public Office, forward a copy to the Secretary/Financial Controller.

5.   Correspondence
No correspondence.

6.   Technical Approvals
In response to a query, it was noted that no documentation is circulated in relation to approvals presented to the Governing Body for Item 6 of the Agenda. Such approvals are presented verbally to the Governing Body during the meeting and recorded within the minutes. Appropriate Data Protection/FOI redactions are made prior to the publication of these minutes.

6.1   Bank Accounts
No changes to IADT's Bank Accounts.

6.2   Property Rentals
The following Media Cube Licenses were approved:

- Glocal Advertising Cloud t/a GladCloud
- The Convex Lens

Proposed: Maeve McConnon
Seconded: Sinead Gorby

6.3   HR Appointments
No HR Appointments for approval.

7.   Governing Body Committees and Academic Council

7.1   Academic Council – Minutes of the Meeting of 10th January 2022
Circulation of the Minutes of the Academic Council meeting of 10th January 2022 were noted by the Governing Body. An overview of matters discussed at the meeting was given by the President. An Honorary Professor Policy was developed by IADT as a mechanism to recognise the contribution and standing of the Institute's academic staff. The Policy was approved during 2018 however the rollout of the policy was delayed due to the COVID pandemic. The policy was reviewed by Academic Council in the context of future career pathways for academic staff arising from the OECD Review of Lecturing Contracts. Following any implementation of recommendations made by the OECD, further consideration will be given as to whether the Honorary Professor process will be rolled out.

7.2   Recruitment and Selection Committee – Summary Report of the Meeting of 15th February 2022
Circulation of the Summary Report of the Recruitment and Selection Committee of 15th February 2022 was noted by the Governing Body. An overview of matters discussed at the meeting was provided. The Recruitment and Selection Committee met to consider the recommendations of interview panels for all posts within its remit, and approved the posts presented. A review of the application statistics was also undertaken by the Committee. Training is being organised for members of the Management Team on effective chairing of Interview Panels.

8.   Governing Body Resolutions

8.1   The Governing Body Approves the Regulations for the Election of Student Representatives to the Governing Body (2/2022)
Circulation of the Regulations for the Election of Student Members to the Governing Body was noted. The term of office for student members of the Governing Body is 1st July to 30th June each year, and the nominations process timetable provides for the necessary approval by the Dublin and Dún Laoghaire Education and Training Board and appointment by the Minister for Further and Higher Education, Research, Innovation and Science ahead of the 1st July commencement of term of office. Resolution 2/2022 was adopted by the Governing Body.

Proposed: Chairperson
Seconded: Eve Perez

Background in relation to Items 8.2 and 8.3:
Recent announcement of two capital calls by the Minister for FHERIS was noted and a background to the calls was provided to the Governing Body prior to the meeting. The two capital calls were announced on 14th February without any prior notice and with very tight submission dates. (it was noted that the capital calls also overlap with preparation of the Compact SER document for submission to the HEA, and also the development of the sectoral submission to the National Recovery and Resilience Fund). In considering potential building projects to submit to the calls, it has been

necessary to engage external assistance from the consultants that assisted in the most recent update to the Campus Development Plan. The Executive met and discussed the two calls in detail considering the constraints, minimum and maximum cost values, match funding requirements and conditions outlined within each call. The emphasis on sustainability within the calls was noted.

Following the meeting of the Executive, it is proposed to submit for both the Technological Sector Strategic Projects Fund (TSSPF), and the Higher Education Strategic Infrastructure Fund (HESIF). The TSSPF call has been restricted to institutions operating within the Technological Sector, whilst the HESIF call is open to all HEIs. It is proposed to submit the building identified in our campus plan as a Digital Fine Arts Building to the TSSPF call, however a new name and wider usage for the building will be identified prior to submission. It is proposed to submit a project to extend the Backlot building and to incorporate technical workshops, to the HESIF call. An overview of the rational for these proposals was provided to the Governing Body. It was noted that delivery of one or both of these projects would provide the necessary capacity to commence a refurbishment of the Quadrangle building, and would have a significant positive impact in relation to sustainability. The Governing Body was appraised of the risks in relation to committing a substantial portion of reserves to meet the match funding for HESIF-funded projects.

It was noted that upgrades to the Quadrangle Building are of very high importance as the building falls short of contemporary accessibility standards and negatively impacts on IADT's sustainability and energy metrics at present. However there is no provision within either capital call to temporarily relocate students to enable building works to be carried out on the Quadrangle Building. There will be some scope to temporarily relocate students to facilitate refurbishment provided by the Digital Media Building. The Institute is mindful that a multi-purpose hall and its amenities would also be of key importance to students, however the funding envelopes outlined within the capital calls prohibit such proposals under the TSSPF call. With an estimated cost of approx. €25m, it would not be possible for IADT to provide the match funding to submit the Multi-purpose Hall through the HESIF call. The submissions will be made available to the Governing Body following their submission to the HEA.

8.2 **The Governing Body Authorises the President to submit an application under the Higher Education Technological Sector Strategic Projects Fund (TSSPF) 2022 and further authorises the President to select the most appropriate Project for this purpose (3/2022)**

Resolution 3/2022 was adopted by the Governing Body.

Proposed: Ben Harper
Seconded: Peter O'Brien

8.3 **The Governing Body Authorises the President to submit an application under the Higher Education Strategic Investment Fund (HESIF) II 2022 and further authorises the President to select the most appropriate Project for this purpose (4/2022)**

Resolution 4/2022 was adopted by the Governing Body.

Proposed: Cllr. Anne Ferris
Seconded: Caitriona Murphy

(Cllr. Kazi Ahmed joined the meeting at 8.45)

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.

- **Sumy State University** – the President in noting the events unfolding in Ukraine, noted the valued working relationship established with Sumy State University. The President has written to Rector Vasyl Karpusha expressing IADT's condolences and offering academic support for Sumy. A query was raised regarding supports that IADT could offer to students coming to Ireland from the Ukraine. The President noted that IADT is positive to facilitating students from the Ukraine, however guidance from the Department of FHERIS is awaited prior to any decisions or processes being put in place.

- **Return to Campus** – following the Government relaxation of COVID measures, activity on campus has increase substantially. Although formal COVID controls have been removed, IADT will continue to advocate for high levels of personal responsibility and hygiene. On-campus activity has almost returned to full capacity with on-campus numbers having increased throughout February. A number of programmes have retained partial online delivery providing a balance between remote and on-campus programme delivery for students and staff. In addition, live and in-person events are now taking place on campus for the first time in almost 2 years.

- **HEA Bill** – no updates have been issued at national level with respect to the new HEA bill, as the bill progresses through the legislative process.

- **Crane Foundation** – Dr Josephine Browne – Head of Faculty of Enterprise and Humanities – has been nominated to represent IADT on the Evaluation Panel of Crane Foundation to distribute funds remaining after dissolution of the company (formally National Digital Research Centre.

- **National Recovery and Resilience Plan** – following €40m funding which was allocated to the Technological Sector to support the sector's digital transformation, a sectoral submission has been developed and submitted to the HEA.

- **EU University Alliance, FilmEU** – Minister Simon Harris recently announced additional national funding of €442k to support IADT's participation in the FilmEU project.

- **EDI Update** – work continues on IADT's Athena SWAN Accreditation application. A number of events have been organised to mark International Women's Day with speakers on gender and race scheduled. A consultation process to update IADT's Code of Practice for the Employment of People with Disabilities was undertaken and the updated Code has now been published.

- **New Frontiers** – a formal launch of the New Frontiers programme in partnership with NovaUCD will take place on 22nd March next.

- **Dublin Learning Festival** – the annual Dublin Learning Festival will return to live events this year and will take place from 4th to 6th April.

- **IADT 25th Anniversary –** 1st April 2022 marks IADT's 25th Anniversary. It is intended to hold a number of events during the course of the year to mark the occasion.

- **Emergency Teaching Provision** – the extension of the emergency teaching provision by the TUI has been welcomed by the Institute. the benefits of online teaching as part of a blended learning solution are noted, however there is a need to reach agreement on a number of issues (for example the recording of lectures) prior to formal adoption for longer term use.

(Cormac Dean left the meeting at 9.00)

9.2   Strategy Implementation

Key items for noting:

- **Management Team Quarterly Reports** – the collated Management Team Quarterly reports were discussed at length by the Executive during February. The collated reports were circulated to and discussed by the Management Team at its meeting of 28th February. The collated reports have identified a number of 'pinch points' in activity with the Quarterly Reports identifying challenges in supporting the administrative load faced by functional areas at various times of the year. Restrictions on staff numbers imposed by the Employment Control Framework remain a challenge for the Institute.

- **Compact SER –** the first draft of the HEA Compact Self Evaluation Report is due for completion on 4th March and will be discussed by the Executive on 7th March. The Compact SER is a 3-year reflection on progress in achieving targets agreed with the HEA as part of IADT's Compact. The President noted that IADT's Executive took the decision to accelerate the current Strategic Plan to deliver actions agreed as part of the Strategic Plan by the end of 2022. It is anticipated that the President will bring a proposal to initiate the development of the next Strategic Plan to the Governing Body later in the year. Due to the acceleration of delivery of the current Strategic Plan, it is intended to have a greater level of alignment between IADT's Strategic Plan and any future Compact with the HEA.

- **DLR Spatial and Economic Report –** following on from the publication of the DLR Spatial and Economic Report, the President has met with a senior staff member in the Dún Laoghaire-Rathdown County Council to discuss the possibility of IADT establishing a base within the town. Further updates will be provided to the Governing Body at a future meeting.

- **Digital Media Building –** meetings to agree the detailed specifications for the Digital Medi Building are continuing, and the project remains on course to commence in August of this year.

9.3   Risk Management
No update since last meeting.

9.4   IADT: Financial Update

Recurrent Grant Allocation – IADT has received notification from the HEA of a 3.8% increase in budget allocation for this year. This was a greater level of increase than had been expected, however the increase was below the average increase received by other HEIs. The average RGAM increase for the sector was 6%. It was noted that TU Dublin received an increase of 4.1%. The Governing Body was reminded that the primary factor impacting IADT's budget allocation has been the limited growth in undergraduate student numbers in recent years.

The Executive discussed the current allocation in detail at its meeting of 23rd February along with possible strategies on how to best stimulate and grow undergraduate student numbers. The available campus infrastructure in combination with the ECF allocation are significant difficulties in achieving student numbers growth. It was noted that 75% of the budget allocation received goes towards pay, with the remaining 25% for non-pay related expenditure. Much of this non-pay expenditure is pre-determined for example contract costs and utilities. In relation to student recruitment, the Governing Body noted the importance of digital marketing. The President confirmed that IADT's Marketing Office makes extensive use of digital marketing platforms. In addition it was noted that for programmes requiring a portfolio/Project Day assessment, the closing date for applications to these programmes is 1st February and there is currently no facility within the CAO for an applicant to add a restricted entry programme to their application post 1st February.

10.   Equality, Diversity and Inclusion Implications
- Concern was expressed for the safety and wellbeing of colleagues in Sumy State University.
- Events being organised to mark International Women's Day were noted.
- The need for substantial accessibility upgrades within the Quadrangle building was noted in the context of the recent capital calls. In addition the need to provide enhanced facilities for students is also a concern for the Institute.

- IADT's Athena SWAN Accreditation application is being prepared at present.

It was noted that following the survey undertaken by the Secretary/Financial Controller, 8.00 am was the meeting start-time that best reflected the wishes of the majority of respondents however there were a number of members that did not respond with their preference. The Chairperson noted an intention to meet with members of the Governing Body on a one-to-one basis over the coming month, to discuss any matters that they wish to raise in relation to the operational functioning of the Governing Body.

The next meeting of the Governing Body will take place on 6th April 2022.

Signed: _____   Date: _____
        David Holohan