

Minutes of the Governing Body Meeting – 14 December, 2022

- Present:** David Smith (President), Dr Fionnuala Anderson, Cllr. Michael Clark, Turlough Conway, Dr Cormac Deane, Cllr. Anne Ferris, Ben Harper, Eoin Hicks Smyth, Maeve McConnon, Peter O’Brien
- Apologies:** David Holohan (Chairperson), Crow Mullan, Caitriona Murphy, Eva Perez, Cllr. Una Power,
- Absent without Apology:** Punitha Sinnapan
- In Attendance:** Bernard Mullarkey, Elizabeth Stunell

This meeting took place via 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 pm, and concluded at 1.05 pm.

The meeting was chaired by Dr Fionnuala Anderson.

1. Adoption of Agenda

The Agenda was adopted as circulated.

Proposed: Cllr Anne Ferris
Seconded: Maeve McConnon

2. Conflicts of Interest

Potential Conflicts of Interest were declared in relation to Item 8.3 for Cllr Michael Clark, Cllr Una Power and Cllr Peter O’Brien (including in their absence), with documentation relating to this item having been withheld from circulation to these three members in advance of the meeting. It was agreed by the Governing Body that as there was no direct interest for any of the above named and as this matter is not a reserved function of the Council, documentation relating to Item 8.3 will be issued to Cllrs Clark, Power and O’Brien.

3. Adoption of Minutes of the Meeting of 2nd November 2022 (including for Publication)

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

Proposed: Cllr Anne Ferris
Seconded: Dr Fionnuala Anderson

4. Matters Arising

No matters arising.

5. Correspondence

No correspondence.

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:

- Thinscale Technology

Proposed: Dr Fionnuala Anderson

Seconded: Maeve McConnon

6.3 HR Appointments

No appointments for approval.

(Ben Harper joined the meeting at 12.20pm)

7. Governing Body Committees and Academic Council

7.1 Audit and Risk Committee – Minutes of the Meeting of 21st September 2022, and Summary Report of the meeting of 23rd November 2022

Circulation of the Audit and Risk Committee Minutes of the meeting of 21st September 2022, and Summary Report of the meeting of 23rd November 2022 were noted by the Governing Body. An overview of matters discussed by the Audit and Risk Committee was provided for the Governing Body; the following points were noted:

- IADT's draft Financial Statements were due to be submitted to the C&AG in November, however due to staffing shortages within the Finance Office, the Secretary/Financial Controller has sought an extension to this from the C&AG. It is intended to complete work on the Draft Financial Statements for 2021/2022 in early January.
- Following amendments to the reporting template, IADT has received approval from the HEA to present the Annual Governance Statement for 2021/2022 to the Governing Body for formal adoption.
- At its November 23rd meeting, the Audit and Risk Committee met with Deloitte to receive an update on the Internal Audit process; it was reported that the Audit and Risk Committee is satisfied with the outcome of the recent Internal Audits undertaken at IADT. An update on progress in implementing measures to address Cyber Security weaknesses was also provided with the Audit and Risk Committee being satisfied with progress being made in this area.
- The Audit and Risk Committee has also undertaken a review of IADT's Corporate Procurement Plan for the coming year.
- The Audit and Risk Committee was also notified of the commencement of the HEA Act on 10th November last.

7.2 Academic Council – Minutes of the Meeting of 17th October 2022

Circulation of the Minutes of the Academic Council meeting of 17th October 2022 were noted by the Governing Body. An overview of matters discussed by Academic Council was given by the President. The following points were noted:

- At its meeting of 17th October, Academic Council noted the sad and sudden passing of 2nd year Graphic Design student Maria Alejandra Tapia, who died tragically over the weekend of 26th September.
- The ongoing accommodation crisis facing students was discussed by Academic Council.
- Academic Council noted IADT's success in being awarded €833K in Impact Performance Funding allocated by the HEA.
- Academic Council received an update from the Vice President for RDI, noting good progress being made in the implementation of the Current Research Information System, and the importance of the 'Impact 2030' national research strategy.
- Annual Reports from a number of Programme Boards were considered by Academic Council with positive feedback being received from the reports submitted to the meeting. It was, however agreed that there needs to be a greater focus on improving the campus amenity for students.
- The Academic Council ratified results from the Autumn Exam Board sessions, thus completing the repeat examinations/assessment processes for the 2021/2022 academic year.

8. Governing Body Resolutions

8.1 The Governing Body Appoints a Member to the EDI Committee (17/2022)

Caitriona Murphy was nominated and approved as a member of the EDI Committee. Resolution 17/2022 was adopted by the Governing Body.

Proposed: Cllr Michael Clark
Seconded: Cllr Anne Ferris

8.2 The Governing Body Approves the Annual Governance Statement (18/2022)

IADT's Annual Governance Statement has been completed according to the new template issued by the HEA and has been reviewed by the Audit and Risk Committee and recommended to the Governing Body for adoption. Accessibility issues regarding IADT's Quadrangle Building continue to be outlined within the Annual Governance Statement. Resolution 18/2022 was adopted by the Governing Body.

Proposed: Dr Fionnuala Anderson
Seconded: Maeve McConnon

8.3 The Governing Body authorises the President to enter into a Licence for 1 year for the rental of the Carnegie Library, Carnegie House and Offices on Library Road Dún Laoghaire from Dún Laoghaire Rathdown County Council – Relating to the use of Carnegie House and Offices (19/2022)

Briefings have been provided to the Governing Body by the President outlining work to deepen links between IADT and Dún Laoghaire-Rathdown County Council, and to re-establish a base for IADT within the town of Dún Laoghaire. This work has culminated with an agreement for IADT to take occupancy of both the Carnegie Library and the office space on Library Road adjacent to the Carnegie Building. A

license agreement for this has been agreed by both IADT and DLRCOCO and was presented to and approved by the Governing Body. Resolution 19/2022 was adopted by the Governing Body.

Proposed: Dr Fionnuala Anderson
Seconded: Maeve McConnon

Members of the Governing Body noted that IADT's re-establishment of a base within the town of Dun Laoghaire was very positive and welcomed this development.

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.

- **THEA Council** – the THEA Council has received briefings from both the Department of Further and Higher Education, Research, Innovation and Science, and from the HEA. Key strategic issues and priorities important to the Sector were discussed, including an update on the OECD Lecturing Contract Review, the implementation of which was outlined as of high importance to the Department of FHERIS. The President also raised the Executive-level resources needed for institutions such as IADT to support the wider Transformation Agenda.
- **HEA 50th Anniversary Conference** – the President attended the HEA's 50th Anniversary Conference, at which key priorities for the sector were outlined including access to HE, increased access routes for students, profile and diversification of offer, digital transformation, hybrid and flexible learning/part-time modes of study, and the post-covid transformation.
- **Capital Building Calls** – formal announcement of the TSSPF and HESIF II capital calls is awaited, however, IADT has been informally notified that the Institute was not successful in relation to its submission to the fully-funded TSSPF capital project call.
- **HEA Act** – the HEA Act was commenced on 10th November last. Although many of the provisions within the Act do not make significant changes to the day-to-day operations of the Institute, governance-related requirements within the Act will need to be actioned by the Institute over the coming year. A presentation on the implications of the Act will be given by the Secretary/Financial Controller at the January meeting of the Governing Body.
- **Deepening Links with the FE Sector** – the President briefed the Governing Body regarding a meeting between IADT, the HEA, SOLAS and representatives from the Kildare/Wicklow ETB and City of Dublin ETB, at which IADT was requested to lead on the development of a novel programme in the area of Film and Media, to be offered in partnership between IADT and the FE Sector. A resource Plan to support programme development activity was submitted and has been approved.
- **Unified Tertiary Sector** – the President attended the recent launch of "*a significant new policy in the development of a unified tertiary sector*" at which Minister Harris, Minister for FHERIS announced the establishment of a new National Tertiary Office within the HEA.
- **NTUTORR** – pending recruitment of a number of posts to support the rollout of the national NTUTORR Project (including an Institutional Coordinator), a number of IADT's Executive and Management Team are participating in meetings and discussions at national level to progress the delivery of work packages at IADT.

- **CINNTE** – the President noted the self-evaluation being compiled by each Functional Area in preparation for the CINNTE Review. In this regard, the President will be requesting feedback from some members of the Governing Body to assist the President in preparing the Self-evaluation report for the President’s Office.
- **Conferring Ceremony** – IADT’s conferring ceremony took place at the RDS on 11th November and included the award of IADT Honorary Fellow which was conferred on Journalist Dr Karlin Lillington, and Graphic Designer Niall Sweeney.
- **Public Sector Pay Agreement** – the Finance and HR Offices worked throughout November and successfully implemented the retrospective pay award made to staff under the review building Momentum Pay Agreement.
- **Open Day** – IADT’s Open Day took place on campus on 19th November last, with approx. 2000 visitors attending talks and workshops held on campus as part of the Open Day.
- **Creative Futures Academy** – the formal launch event for the Creative Futures Academy took place at the O’Reilly Hall, UCD on 16th November. In addition, IADT hosted a guest lecture event with Mauro Porcini, Chief Design Officer of PepsiCo which took place on 23rd November last. The event was attended by a significant number of high-profile business people from the local and Sandyford business districts.

9.2 Strategy Implementation

- **Development of New Strategic Plan** – the tender process for consultancy services to support the development of a Strategic Plan for IADT has been completed, with the tender being awarded to Mazars. The President will meet with Mazars shortly to develop the consultation plan which will commence in the new year.
- **Digital Media Building** - no further update on the commencement of works on the Digital Media Building is available as yet.
- **TU/TF Funding** – the outcome of IADT’s submission for Year 3 TU/TF Funding is awaited.
- **Climate Action and Sustainability Champion** – the President confirmed that Emma Leahy – Vice President for RDI – has accepted the role of Climate Action and Sustainability Champion for the Institute. Emma’s nomination will be forwarded to the HEA.

9.3 Risk Management

- **Sectoral Risk Management Framework** – in his role as Chairperson of the THEA Internal Audit Steering Group, the President is leading work with Deloitte to develop a Risk Management Framework for THEA members, with completion of this work being a high priority for early in the new year.
- **COVID Update** – there has been a number of confirmed COVID cases among the staff and student population, however no significant outbreaks have been reported.

9.4 IADT: Financial Update

Circulation of the Management Report and Financial Overview to the end of October was noted. IADT’s financial position is positive and it is anticipated that the Institute will achieve a balanced budget for the year.

9.5 Presentation – Student Profile

The President welcomed Patrick Brophy – Institutional Research & Data Analysis Officer – to the meeting. Patrick Brophy – on behalf of the Vice President for Academic Affairs – gave a comprehensive presentation on IADT’s Student Numbers and Profile for the current academic year. The Governing Body thanked Patrick Brophy for his presentation.

10. Equality, Diversity and Inclusion Implications

- Substantial work has been undertaken to increase the range of gender designation options available to students to enable students to select a gender designation with which they are most comfortable. This was welcomed by the Governing Body.
- The ongoing crisis facing student seeking accommodation is an ongoing concern.
- Issues regarding accessibility of the Quadrangle Building continue to be recorded within IADT's Annual Governance Statement.
- Work is nearing completion with the HEA to agree projects to be funded through the Impact Case Studies funding awarded to IADT in September.
- The appointment of Caitriona Murphy as a member of the EDI Committee was welcomed.
- Priorities including Access outlined at the recent HEA 50th Anniversary Conference were noted.
- The approval of the resource Plan to support programme development activity for the Novel Tertiary Programme to be developed in partnership with the FE Sector was welcomed.

On behalf of himself and the Executive Team, the President thanked members of the Governing Body for their support and engagement over the past year and wished members of the Governing Body well for the Christmas Break.

The next meeting of the Governing Body will take place on 11th January 2023.

Signed: _____

David Holohan
Chairperson

Date: _____