Minutes of the Governing Body Meeting – 13 September, 2023

Present:	David Holohan* (Chairperson), David Smith (President), Dr Fionnuala Anderson, Cllr. Michael Clark*, Dr Cormac Deane, Cllr. Anne Ferris*, Lavender Jane Gartlan*, Caitriona Murphy*, Eva Perez
Apologies:	Sean Kelly, Maeve McConnon, Crow Mullen, Peter O'Brien,
Absent without Apology:	Turlough Conway, Ben Harper, Cllr. Una Power, Punitha Sinnapan
In Attendance:	Bernard Mullarkey (not in attendance for Items 1 and 11), Elizabeth Stunell (not in attendance for Items 1 and 11), Dera McLoughlin* – Partner, Mazars (Item 1).
	*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 pm, and concluded at 2.40 pm.

1. **Development of IADT Strategic Plan – Briefing by Mazars**
   The President, Secretary and Recording Secretary were not present during this item. Dera McLoughlin – Partner, Mazars – was in attendance (via MS Teams) for Item 1. Dera McLoughlin provided the Governing Body with a briefing on the progress and next steps in the development of IADT's new Strategic Plan.

(The President, Secretary and Recording Secretary joined the meeting at 12:50)

2. **Adoption of Agenda**
   The Agenda was adopted as circulated.

   Proposed: Chairperson
   Seconded: Dr Fionnuala Anderson

3. **Conflicts of Interest**
   It was noted that a number of serving Governing Body Members will be proposed for re-appointment by the Governing Body at Item 9.2.

4. **Adoption of Minutes of the Meeting of 14th June 2023 (including for Publication)**
   The Minutes of the Meeting of 14th June 2023 were approved (including approval for publication).

   Proposed: President
   Seconded: Chairperson

5. Matters Arising

No matters arising to report.

6. Correspondence

No correspondence to be noted.

7. Technical Approvals

7.1 Bank Accounts

No changes to IADT's Bank Accounts.

7.2 Property Rentals

The following Media Cube Licenses were approved:

- Maria Fenlon Interiors
- Zendra Healthcare
- ZiggyTec
- Smart PMO
- Education Elephant
- VenueSearch

Proposed: Chairperson
Seconded: Cllr Anne Ferris

7.3 HR Appointments

Completed Interview Board Recommendations

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 competitions, which were advertised recently. 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.

Enterprise and Innovation Manager

<Redacted>

Head of Research

<Redacted>

Proposed: Dr Fionnuala Anderson
Seconded: President

8. Governing Body Committees and Academic Council

8.1 Academic Council – Minutes of the Meeting of 8th May 2023

Circulation of the Minutes of the Academic Council meeting of 8th May 2023 were noted by the Governing Body. An overview of matters discussed by Academic Council was given by the President. Academic Council received updates in relation to a number of items including end-of-year processes, CINNTE and Research & Development. A number of key staff from IADT will visit Canada in November to further the development of relationships with peer HEIs in Canada. In addition IADT has been invited to be part of the HEA-planned visit to

Canadian HEIs also taking place later this year. IADT's CRIS System is now fully implemented with academic staff building their research profiles on the system. Academic Council was also briefed regarding IADT's Sustainability and Climate Action Roadmap which has been submitted to the HEA.

8.2   Governing Body Nominations Committee – Minutes of the Meetings of 30th May, 14th July and 2nd August 2023, Summary Report of the Meeting of 24th August 2023, and Annual Report of the Governing Body Nominations Committee for 2022/2023.

Circulation of the Minutes of the Meetings of 30th May, 14th July and 2nd August 2023, Summary Report of the Meeting of 24th August 2023, and Annual Report of the Governing Body Nominations Committee for 2022/2023, 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. The Chairperson provided an update to the Governing Body regarding matters considered by the Govering Body Nominations Committee. The Chairperson of the Committee put on record his appreciation to members of the Nominations Committee for the work undertaken over the past months. This was echoed by the President, and members of the Governing Body. The process to identify external members and Institute nominated members of the Governing Body is now complete and a proposal to appoint the next Governing Body will be presented at Item 9.2. The assistance provided by Mazars during the process was also highlighted as being valuable.

8.3   Governing Body Recruitment and Selection Committee – Minutes of the meeting of 27th April 2023, Summary Report of the meeting of 28th August 2023 and Annual Report of the Governing Body Recruitment and Selection Committee for 2022/2023

Circulation of the Minutes of the meeting of 27th April 2023, Summary Report of the meeting of 28th August 2023 and Annual Report of the Governing Body Recruitment and Selection Committee for 2022/2023, were noted by the Governing Body. The Chairperson of the Committee put on record his appreciation to members of the Nominations Committee for the work undertaken over the past year. This was echoed by the President, and members of the Governing Body.

8.4   Governing Body EDI Committee – Minutes of the Meeting of 13th March 2023, and Summary Report of the Meeting of 14th June 2023

Circulation of the Minutes of the Meeting of 13th March 2023, and Summary Report of the Meeting of 14th June 2023, were noted by the Governing Body. The Chairperson of the Committee provided an extensive update on matters discussed by the EDI Committee over the past months. It was noted that consideration of EDI implications is a standing agenda item on all major Institute committees; the EDI matters raised by each committee are collated on a monthly basis for noting and discussion by the EDI Manager and the President. Work is ongoing to implement actions agreed as part of the Athena Swan Action Plan. The Chairperson of the Committee put on record her appreciation to members of the Nominations Committee for the work undertaken over the past year. This was echoed by the President, the Chairperson and members of the Governing Body.

9.   Governing Body Resolutions

9.1   The Governing Body Resolves to Terminate its Term of Office with effect from 30th September 2023 (17/2023)

The Chairperson noted that the process to identify members for the next Governing Body of IADT has been completed and that a full cohort of nominees (with the

exception of the three Ministerial Nominations for which a separate process has been initiated by the Department of FHERIS) will be presented to the Governing Body for appointment at Item 9.2. In addition there are no scheduled meetings of the Governing Body in October. The Chairperson therefore proposed that the Governing Body would dissolve on 30th September, with the new Governing Body taking office on 1st October. This would allow time for the necessary briefings, induction and preparations to be made ahead of the next scheduled meeting in November. Resolution 17/2023 was adopted by the Governing Body.

Proposed: Cllr Michael Clarke
Seconded: Cllr Anne Ferris

9.2   **The Governing Body Resolves, on the recommendation of the IADT Governing Body Nominations Committee, to appoint the following (names provided separately) to be members of the Governing Body for a term of Office commencing the 1st October 2023 (18/2023)**
The Secretary/Financial Controller provided the Governing Body with a short bio/overview of competencies and term of office for each nominee proposed for appointment to the new Governing Body. Three ministerial nominations to the Governing Body are outstanding at present – a call for expressions of interest for these positions has been issued and is being managed on behalf of the Minister for FHERIS by the Public Appointments Service. It is hoped that these nominations will be received in time for proposal at the November meeting of the Governing Body. The following were proposed for appointment as members of the next Governing Body of IADT:

Position	HEA Act	Person	Term of Office Expiry Date
Chairperson	Sections 6(4)(a)+6(6)(b)	David Holohan	05/10/2026
External Governing Body Members	Section 6(6)(b)	Bernadette Costello Cllr. Anne Ferris Siobhan Lynch Brian Mulligan Cllr. Peter O'Brien Colm O'Callaghan	30/09/2027 31/03/2026 30/09/2027 30/09/2027 31/03/2026 30/09/2027
Elected Academic Staff Members	Section 6(4)(d)(i)	Dr Cormac Deane Dr Gráinne Kirwan Eva Perez	31/03/2026 30/09/2027 31/03/2026
Elected PMASS Member	Section 6(4)(d)(ii)	Turlough Conway	31/03/2026
Appointed Staff Member	Section 6(4)(d)(iii)	Ruth Barry	30/09/2027

The Student Members of the Governing Body were appointed at the meeting of 14th June 2023. Resolution 18/2023 was adopted by the Governing Body.

Proposed: Cllr Michael Clarke
Seconded: Dr Fionnuala Anderson

The Chairperson thanked outgoing members of the Governing Body for their work, dedication and commitment to the Governing Body during their term of office, and congratulated newly appointed members.

The Chairperson also noted his intention to invoke his prerogative to remain in the role of Chairperson for the remainder of his term of office.

9.3 The Governing Body Approves the Award of IADT Honorary Fellow (19/2023)
The President noted that the Award of Honorary Fellow of IADT is the highest mark of recognition that the Institute can bestow on an individual, in recognition of their achievement in scholarship and/or practice, or who has contributed to industry or public service related to the mission and vision of IADT, or who has made a significant contribution to the development of IADT. A meeting of the Honorary Fellow Nominations Committee was held on 11th September. The Honorary Fellow Nominations Committee has recommended that the IADT Honorary Fellow be conferred on three nominees as follows:

<Redacted>

The President provided a brief outline of the factors identified by the Honorary Fellow Nominations Committee for its recommendation to make an award of IADT Honorary Fellow on the above nominees. Resolution 19/2023 was adopted by the Governing Body.

Proposed: Cllr Anne Ferris
Seconded: Eva Perez

The Governing Body was requested to keep the appointment of Honorary Fellows of IADT confidential until announcement at the Conferring ceremony on 17th November next.

10.   President's Briefing
10.1   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.

- **Representational Needs of the Sector** – the THEA Council has met to consider the OECD report on the Representational Needs of the Sector. The President provided an update to Governing Body on the key points from the discussion.
- **New Lecturing Contract** – it is expected that there will be further engagement towards the implementation of OECD recommendations, leading to a new Lecturing Contract with representative bodies following the summer break.
- **Novel Tertiary Project** – a successful Programme Validation Panel was held on 27th June last for IADT's Novel Tertiary Programme *BA (Hons) in Immersive Media Production* – a programme developed in partnership with Kildare-Wicklow ETB and City of Dublin ETB. Recruitment for the programme is ongoing at present through the CAO, and successful applicants will commence their studies in the Further Education sector with direct pathways to complete their studies at IADT.
- **FilmEU** – the FilmEU Project has been successful in being awarded a further €12.5m to compete the programme. The consortium membership has grown to 8 partner HEIs

across Europe, and it is expected that a number of new programmes will shortly be developed and offered through FilmEU.

- **System Level Funding** – the recent announcement of two significant funding schemes was noted. TU Rise will provide in excess of €80m for research across the Technological Sector, while a new Technological Sector Advancement Fund (TSAF) was also announced which will provide €50m to TUs and IoTs to support strategic transformation. IADT will submit for funding under both initiatives.
- **CINNTE** – the CINNTE Institutional Review has been successfully completed, and the reports should be published by the QQI towards the end of October/early November. The President acknowledged the significant work and contributions made by staff to the successful outcome of the CINNTE review.
- **Student Recruitment** – IADT had in excess of 5,000 applications for places on programmes this year, an increase from 3900 in 2019. The CAO Offer/Acceptance processes are well underway with 545 applicants having already accepted places on IADT's programmes. A number of additional applications have been received through the CAO Available Places, and it is expected that a small number of further offers will be made in CAO Round 2. 1st year students will commence their studies on 18th September, while returning 2nd/3rd/4th year students will re-commence their studies on 25th September.
- **Springboard/HCI** – two programmes submitted to the Springboard initiative have been awarded funding and recruitment for these programmes is underway with an expected commencement date in October. In addition, IADT has received funding through the HCI Pilar 1 initiative and Programme Validation Panels for these programmes will take place in the coming week.
- **Digital Media Building** – construction of the Digital Media Building is progressing well, with work reported to be a little ahead of schedule due to favourable weather during the course of the construction.
- **Quadrangle Building** – IADT has been provided with an opportunity to make a submission for the refurbishment and 're-imagining' of the Quadrangle Building, to address significant issues with the building including accessibility, energy efficiency and capacity. A tender process for the necessary Design Services supports was undertaken to develop the submission which was completed and submitted to the HEA on 8th September. The President was invited to make a presentation on the submission to the HEA on 12th September, and the outcome of the submission is awaited. The President acknowledged and thanked the Campus Development Manager and Secretary/Financial Controller for their work and contribution to developing the submission.
- **IADT Now** – the President noted the significant developments that have been ongoing within the Institute over the past number of years. To assist staff in becoming familiar with these, the 'IADT Now' information initiative has been put in place and will run for the week commencing 11th September.
- **Healthy Campus Initiative** – IADT is actively participating in the Healthy Campus Initiative, which will see a range of activities and goals to improve the health and wellbeing of staff and students across the campus.

10.2   Strategy Implementation

- **Development of New Strategic Plan** – the consultation phase for the development of the new Strategic Plan has now been completed. The Executive met with Mazars for a 2-day Strategic Planning session on 21st and 22nd August. The outcome of the consultation process and Executive strategic planning sessions was presented to the Governing Body at Item 1.

10.3   Risk Management

*   **Sustainability and Climate Action** – Emma Leahy – Vice President of RDI – has completed her term as IADT's interim Sustainability and Climate Action Champion. Rónán O'Muirthile – Head of Faculty of Film, Art and Creative Technologies will now assume the role of executive lead and Institute Sustainability and Climate Action Champion. A number of members of the Executive Team (including the President) have also enrolled in the IPA's Professional Certificate in Governance programme, focusing on Sustainability and Climate Action.

10.4   IADT: Financial Update
Circulation of the Financial Report and Variance Reports to the end of July 2023 were noted, and an overview of the key points from the report was provided by the Secretary/Financial Controller. Following approval by the Governing Body for IADT to have a budget overspend, the President has written to the HEA noting that IADT is likely to return a deficit budget this year, and has provided the HEA with the factors impacting on expenditure for this year. Members of the Executive have been requested to ensure that only essential expenditure is undertaken to ensure that the budget overspend is kept to a minimum.

(The President, Secretary and Recording Secretary left the meeting at 2.00 pm, before Item 11)

11.   Governing Body Effectiveness Review – Outcome from Survey
A survey of members of the Governing Body to gather input for the Governing Body Effectiveness Review, was circulated by the Chairperson, with anonymised feedback from the survey having been collected. The collated feedback from the survey was circulated to the Governing Body in advance of the meeting.

11.1   Meeting without the Executive
Members of IADT's Executive and the Recording Secretary were not in attendance for this item.

11.2   Reflections of Members on the conclusion of the Governing Body
Members of IADT's Executive and the Recording Secretary were not in attendance for this item.

12.   Equality, Diversity and Inclusion Implications
This item was taken in advance of Item 11. EDI implications noted for this meeting:

*   An extensive report was provided to the Governing Body on the work which has been undertaken by the EDI Committee and matters discussed by the Committee.
*   It was reported that good gender balance has been achieved in relation to the nominees proposed to and approved for appointment to the next Governing Body of IADT.
*   Recruitment to the new Novel Tertiary Programme – *BA (Hons) in Immersive Media Production* – is underway – the programme will enhance access routes for students to Higher Education.
*   The opportunity to make a submission for the refurbishment of the Quadrangle Building was welcomed and if successful, will address a number of the major issues with the building including access and energy efficiency.

The next meeting of the Governing Body will take place on 8th November 2023.

Signed: _____   Date: _____
              David Holohan