

## **Minutes of the Governing Body Meeting – October 5, 2016**

- Present:** Fionnuala Anderson, Celine Blacow, Marie Carroll, Kieron Connolly, Neil Kavanagh, Maeve McConnon, John McDonnell, Fiona McLoughlin, SORCHA NIC CORMAIC, Áine O’Sullivan, Joachim Pietsch, Aoife Ruane, Tom Taylor, Barry Ward
- Apologies:** Helen Cullinane, Annie Doona, Alice Hartigan, Barry Saul
- In Attendance:** Bernard Mullarkey, Elizabeth Stunell

It was noted that as yet, the Minister for Education and Skills has not appointed a Chairperson of the Governing Body and nominations for a Chairperson for the meeting were requested. It was proposed that Maeve McConnon would Chair the meeting:

Proposed: Marie Carroll  
Seconded: Fionnuala Anderson

### **1. Adoption of Agenda**

The Agenda was adopted as circulated, with an item – Briefing by the Student Union to be added to the Agenda.

Proposed: Barry Ward  
Seconded: SORCHA NIC CORMAIC

### **2. Adoption of Minutes of Meeting of September 7<sup>th</sup> 2016 (including Internal Publication)**

The Minutes of the Meeting of September 7<sup>th</sup> 2016 were approved (including approval for internal publication).

Proposed: SORCHA NIC CORMAIC  
Seconded: Joachim Pietsch

### **3. Matters Arising**

- **Financial Statements and Annual Report** – the Secretary/Financial Controller confirmed that following the meeting of September 7<sup>th</sup> last, the Financial Statements to the year ended 31<sup>st</sup> August 2015 have been submitted to be laid before the Houses of the Oireachtas and the Annual Report 2014/2015 has also been submitted.

### **4. Correspondence**

None.

## **5. Technical Approvals**

### **5.1 Bank Accounts**

None.

### **5.2 Property Rentals**

The Governing Body approved the following Media Cube Licences:

- Sool Nua

Proposed: Marie Carroll

Seconded: Barry Ward

### **5.3 HR Appointments**

#### **Prior Permission**

Permission is sought from Governing Body for the President, subject to the satisfactory completion of the verification processes, to offer appointments on foot of competitions, which were advertised in the Irish times on Friday 16<sup>th</sup> September 2016. The closing date for all of these competitions was 5pm on Friday 30<sup>th</sup> September 2016 and interviews will take place for all the posts below week commencing 10<sup>th</sup> October 2016.

#### **Progression**

The following staff have applied for Progression from AL to L, Progression Panels have met and approved the progression for each individual and the President has approved the outcome. We are now seeking ratification from Governing Body for the following staff making application:

Proposed: Fiona McLoughlin

Seconded: Barry Ward

*(John McDonnell joined the meeting at 9.15)*

## **6. Governing Body Committees and Academic Council**

### **6.1 Minutes of the Academic Council Meetings of 7<sup>th</sup> March and 13<sup>th</sup> June 2016**

The Minutes of the Academic Council meetings of 7<sup>th</sup> March and 13<sup>th</sup> June 2016 were noted by the Governing Body. A number of key matters discussed by the Academic Council during this time were noted.

*(Kieron Connolly joined the meeting at 9.20)*

## **7. Governing Body Resolutions**

### **7.1 The Governing Body Appoints members to the Audit Committee (11/2016)**

Resolution 11/2016 was deferred to the next meeting of the Governing Body.

## **8. President's Briefing**

The President in her capacity as both President of IADT and Chair Designate of the Irish Film Board, has accepted an invitation to speak at the IFTA Women in Focus event on October 5<sup>th</sup>. A briefing for the Governing Body noting a number of staff and student achievements and awards, events and strategic matters was provided. Circulation of the President's Briefing was noted by the Governing Body.

- **Student Numbers** – the registration process for students is well advanced and student numbers to date were noted. The Secretary/Financial Controller outlined to the Governing Body the funding mechanism in relation to student numbers. It was outlined to the Governing Body that in order for IADT to maintain or increase budget share, the increase in student numbers achieved by the Institute must be at least equal to the average student numbers increase within the sector. However it was noted that this is difficult to achieve due to limitations on staffing in place due to the Employment Control Framework, and the limitations imposed by the current campus infrastructure. It was however stressed that student numbers have been increased wherever possible and significant growth in postgraduate student numbers has been achieved this year.

*(Aoife Ruane and Áine O'Sullivan joined the meeting at 9.35)*

- **Strategic Dialogue** – IADT's Executive Management Team met with an international panel from the HEA on September 14<sup>th</sup> last to discuss IADT's Strategic Dialogue Progress Report on meeting agreed Compact Targets. The Secretary/Financial Controller updated the Governing Body regarding the meeting. It was noted that IADT achieved all 2015 targets with the exception of targets in relation to Regional Clusters for reasons that are beyond IADT's control. This matter was discussed with the HEA.

## **9. IADT: Financial Update**

Circulation of the Management Report for August 2016 along with the explanatory briefing from the Secretary/Financial Controller was noted. IADT currently has a small positive variance and remains on target to return a balanced budget for 2016. It was noted that tender processes have been completed for the provision of Student Learning Supports and Student Disability Services. The Secretary/Financial Controller outlined that costs to the Institute of engaging service providers for these services has significantly increased on last year and that this increase in cost will have to be factored into the 2017 budget. In addition an issue has been raised with the HEA relating to how the number of students with disabilities and 'access' student numbers are counted – the method applied by the HEA does not allow IADT to accurately reflect the number of actual students with disabilities who register with the services provided by the Institute and therefore an under-evaluation of the numbers is used by the HEA in the allocation of the Fund for Students with Disabilities. IADT will continue to work with the HEA to have this matter addressed.

## **10. Briefing by the Student Union**

An update was given by the Student Union regarding a number of activities that the Student Union is involved in both at local and national level. A number of key campaigns of importance to students which will be supported by the Student Union were noted.

The Student Union is actively engaged in the First Year Matters initiative which is a 4-week induction programme to help new students find their feet and enjoy student life at IADT and therefore, are more likely to remain in college and less likely to withdraw from their programmes for non-financial or health-related reasons.

Geographical factors – it was requested that information on the geographical breakdown be included in the upcoming Student Numbers presentation due to be

given to the Governing Body in December. In addition the availability of good transport to college appears to be a significant factor for many applications in choosing their college programmes.

A query was raised in relation to student accommodation – it was noted that the Student Union maintains a Facebook site on which available accommodation is advertised for students. However the availability and cost of student accommodation remains a significant difficulty for students. The Secretary/Financial Controller noted that a number of approaches have been made by private providers in relation to building and operating student accommodation on IADT's campus however, there is no available procurement process in which the Institute can currently engage which would allow this accommodation to be built. This matter has been raised with Government.

It was noted that IADT sets targets numbers/percentages for attracting students with disabilities, mature students and students from DEIS-designated schools / disadvantaged backgrounds.

The next meeting of the Governing Body will take place on November 2<sup>nd</sup> 2016.

Signed: \_\_\_\_\_  
Chairperson

Date: \_\_\_\_\_