

## **Minutes of the Governing Body Meeting – November 1, 2017**

**Present:** David Holohan (Chairperson), Dr Fionnuala Anderson, Celine Blacow, Marie Carroll, Dr Annie Doona, Maeve McConnon (by phone), John McDonnell, Cllr Sorcha Nic Cormaic, Áine O’Sullivan, Joachim Pietsch, Aoife Ruane, Tom Taylor

**Apologies:** Kieron Connolly, Helen Cullinane, Andrew Martin, Fiona McLoughlin, Helen Moynihan, Cllr Barry Saul, Cllr Barry Ward

**In Attendance:** Bernard Mullarkey, Elizabeth Stunell, Dr Andrew Power (Item 10)

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

The Agenda was adopted as circulated.

Proposed: Chairperson

Seconded: Dr Fionnuala Anderson

### **2. Adoption of Minutes of Meeting of October 4<sup>th</sup> 2017 (including Internal Publication)**

The Minutes of the Meeting of October 4<sup>th</sup> 2017 were approved (including approval for internal publication).

Proposed: Joachim Pietsch

Seconded: Sorcha Nic Cormaic

### **3. Matters Arising**

None.

### **4. Correspondence**

None.

### **5. Technical Approvals**

#### **5.1 Bank Accounts**

None.

#### **5.2 Property Rentals**

None.

#### **5.3 HR Appointments**

##### **Various Posts**

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 in September 2017. The closing date for all

of these competitions was Friday 15<sup>th</sup> September and interviews have taken place in October for the following posts and the following panels have been selected:

**22/17 Part Time ASSO in Directorate of Creativity, Innovation and Research:**

**26/17 Part Time ASSO – Academic and Student Affairs Office:**

**27/17 Part Time ASSO – Faculty of Film Art and Creative Technologies:**

**27/17 Research Programmes Officer:**

**30/17 Access Officer:**

**32/17 Customer Relations and Information Point Co-Ordinator:**

Proposed: Chairperson

Seconded: Aoife Ruane

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

### **6.1 Minutes of the Academic Council Meeting of 12<sup>th</sup> June 2017**

The Minutes of the Academic Council meeting of 12<sup>th</sup> June 2017 were noted by the Governing Body. An update regarding matters considered by the Academic Council during this period was given by the President. The President noted the need to improve the level of research funding awarded to the Institute. However issues impacting on IADT's ability to achieve this were outlined. It is intended to focus attention on increasing IADT's research profile over the coming year.

## **7. Governing Body Resolutions**

### **7.1 The Governing Body approves the Annual Governance Statement 2016/2017 (18/2017)**

The Secretary/Financial Controller noted changes to the format of the Governance Statement implemented by the HEA since the last meeting. The IADT Governance Statement in its new format was presented to the Governing Body for approval. The Secretary/Financial Controller noted that the new Code of Governance will be presented for approval to the Presidents of the Institutes of Technology at their December meeting, with a view to approval by Governing Bodies in the first quarter of 2018.

Resolution 18/2017 was adopted by the Governing Body.

Proposed: Sorcha Nic Cormac

Seconded: Dr Fionnuala Anderson

### **7.2 The Governing Body approves the IADT Procurement Policy (19/2017)**

The IADT Procurement Policy has been updated and was presented to the Governing Body for approval. It was noted that the Procurement Policy complies with guidelines for procurement issued by Government. An outline of the various purchasing thresholds and requirements for quotations/tenders was given by the Secretary/Financial Controller.

Resolution 19/2017 was adopted by the Governing Body.

Proposed: Marie Carroll

Seconded: Chairperson

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

A briefing was circulated by the President giving details of a number of key events and student/staff achievements over the past month. A number of items within the briefing were highlighted:

- **Hollywood Reporter** – the Hollywood Reporter has recently published a major article on the Irish Film Industry. In addition 10 'Irish stars to watch' were published by the Hollywood Reporter – 4 of these are graduates of IADT.
- **Young Women in Film and Television** – following the success of the Young Women in Film and Television run last November in partnership with the Young Irish Film Makers and Dun Laoghaire-Rathdown County Council, it has been decided to hold a further on-campus event for Transition Year students in February 2018. Since being published on IADT's social media streams, IADT has received a large number of enquiries and expressions of interest in taking part in this workshop.
- **Conferring** – IADT's annual Conferring will take place on November 9<sup>th</sup> next. The Chairperson will officiate at all three ceremonies on behalf of the Governing Body. In addition IADT's 3 nominees for the Award of IADT Honorary Fellow will be presented at the ceremony.
- **BA (Hons) in New Media Studies** – a launch event for the BA (Hons) in New Media Studies will take place on November 16<sup>th</sup> next.
- **Olivia Burke** – the parents of IADT student Olivia Burke who tragically died in the Berkeley Tragedy in June 2015, have made a bursary available to be presented in Olivia's memory. This year the bursary will be presented to two students to support the development of their 'Glitz & Pieces' business. The presentation will be made by Olivia's parents.
- **Taster Days & Open Days** – Taster Days for 5<sup>th</sup> and 6<sup>th</sup> year students are underway with approx. 600 students availing of the opportunity to undertake workshops on campus. Students have come to the Taster Days from around the country including Cork, Donegal and Kilkenny. IADT's Open Days also take place on November 24<sup>th</sup> and 25<sup>th</sup> next. These initiatives are crucial to IADT's marketing of its programmes for the coming year.
- **FÍS Film Festival** – the annual FIS Film Festival will take place on November 16<sup>th</sup> next, with prizes being presented to school children for their film projects submitted through the FÍS initiative.
- **Brendan Gleeson** – actor Brendan Gleeson and his sons were on campus to make a short film recently. During the filming, 12 IADT students were given the opportunity for hands-on real set experience. In addition three of these students were invited to the next phase of filming in Wicklow.
- **Digital Media Building** – the Governing Body welcomed the announcement by the Minister for Education and Skills, that IADT's Digital Media Building has been included within the 11 projects put forward for funding through Public-Private Partnerships (PPPs). It was noted that there is a substantial amount of work yet to be done before a building appears on campus. A number of briefings regarding the next stage of this process have been organised – the Secretary / Financial Controller and the Estates and Facilities Manager will attend the first of these on November 7<sup>th</sup> next. The strategic importance of this building to enable IADT to increase student numbers in a meaningful way was highlighted. It is not anticipated that building will be completed on campus before 2021.

- **Student Numbers** – the annual Student Census took place on October 31<sup>st</sup> and the relevant information is being collated at present. A presentation regarding student numbers and associated statistics will be given at the December meeting of the Governing Body.

**9. IADT: Financial Update**

Circulation of the Management Report and supporting information for September 2017 was noted by the Governing Body. A number of key expenditure areas and budget variances within the Management Report were noted to the Governing Body.

The Governing Body was also notified that IADT has initiated a legal process through its solicitors, in relation to repairs to the cladding of the Media Cube. This process is ongoing and the Governing Body will be advised of progress in relation to this matter.

**10. Athena SWAN – Presentation by the Registrar and Vice President for Equality and Diversity**

The Chairperson welcomed Dr Andrew Power – Registrar and Vice President for Equality and Diversity – to the meeting. Dr Andrew Power gave a presentation to the Governing Body regarding the Athena SWAN programme and the process for applying for Athena SWAN accreditation. The Governing Body thanked Dr Power for his presentation. It was noted that achieving Athena SWAN accreditation is strategically very important to the Institute, with failure to achieve this accreditation having longer term funding implications especially in the areas of research.

The next meeting of the Governing Body will take place at 11.00 am on Wednesday 13<sup>th</sup> December.

Signed: \_\_\_\_\_  
David Holohan  
Chairperson

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