

MINUTES OF MEETING OF THE GOVERNING BODY

HELD ON THURSDAY 26TH FEBRUARY 2015

AT 4.00 p.m. IN THE BOARDROOM

DR. T.K. WHITAKER BUILDING

PRESENT

Mr. Andrew Griffith, Chairperson
Mr. Denis Cummins, President
Cllr. Declan Breathnach
Cllr. Marianne Butler
Mr. Brian Harten
Mr. Edward Kavanagh
Mr. Clifford Kelly
Ms. Siobhan Ní Éanaigh
Mr. Frank O'Brien
Mr. Jim O'Donohoe
Ms. Antoinette Rourke
Ms. Rebecca Somers
Mr. Peter Kierans
Mr. Brian Fitzpatrick

APOLOGIES

Mr. Patrick Doherty
Mr. Martin O'Brien
Cllr. Madeline Argue
Ms. Tracy McElhinney

IN ATTENDANCE

Mr. Peter McGrath, Secretary/Financial Controller

Declarations of Interest

No declarations of interest.

Bereavements

The recent bereavements were noted and sympathised on

G.216.1. M.215 Minutes of the Meeting of 16th December, 2014

The minutes of the Governing Body of 16th December 2014 were agreed.

Proposed by: Frank O'Brien

Seconded by: Edward Kavanagh

Voted on and agreed.

G.216.2 Matters Arising

1. Appointment of Governing Body

The question of representation on the new Governing Body of the ETB's was discussed. There are 4 representatives from Louth/Meath and 2 from Cavan/Monaghan. The balance of this was left to Cavan/Monaghan to bring up if they felt it necessary and to date they have not.

2. Irish Survey of Student engagement (ISSE 2013)

The presentation on this by Dr Brendan Ryder and Dr Moira Maguire will be made to the new Governing Body.

3. TATA Group online delivery proposal.

There was a follow up meeting with the group in DkIT in January and it appears this will be extended to other Institutes, so will be dealt with on a Sectorial basis.

4. QQI

An interim report for 2013/14 has been submitted.

5. Levy for JJB Sport

All students will receive a 50% refund and students who complete their studies this year will receive 100% refund. The logistics of administering the refund remains to be worked out.

G.216.3 Correspondence

1. HEA letter dated 19th January 2015, Governance & Regulation of the Higher Education System.
2. HEA dated 28th January 2015, Devolved Grant 2014.
3. Dundalk Tidy Towns Committee, dated 28th January 2015, Grade A Rating.
4. HEA dated 9th February 2015, Evaluation of Governing Body expenses in the Institutes of Technology.
5. Department of Education & Skills, dated 17th February 2015, Circular 0010/2015, extension to the grace period for Superannuation Benefits.
6. HEA, dated 15th January 2015, Provisional Grant Allocation 2015.
7. HEA, dated 17th February 2015, Grant Allocation 2015.
8. HEA, dated 11th February 2015, Department of Public Expenditure & Reform circular 13/2014.
9. HEA, dated 23rd February 2015, Request for meeting and 3 year plan.
10. HEA, dated 24th February 2015, Details of RGAM Funding for 2015.
11. HEA, dated 23rd February 2015, Fund for Students with disabilities.
12. Mass card from the relatives of Ann McGeeney.

13. Remembrance Card and Thank You card from the relatives of Veronica Quinn.

G.216.4.1 Personnel Report

The recent appointments were noted.

G.216.4.2 President's Report:

1. Financial Update

Grant Allocation 2015

The Institute received confirmation of its 2015 Recurrent Grant Allocation on 17th February. The approved core funding for 2015 is €14,658.371. Taking into account that the outturn for 2014 was a deficit of in excess of €1M it will be necessary to reduce the pay budget by €1M and the non-pay budget by €500K.

The President was approved to take all necessary and fair measures in order to achieve this.

Proposed by: Clifford Kelly

Seconded by: Marianne Butler

Voted on and agreed.

Programmes & Budgets 2015

For update on financial position and budget for 2015, see Programmes and Budgets (item 5 on the Agenda).

2. IOTI Sectoral Updates

2.1 Higher Education Funding

An expert group on Higher Education funding is due to report by the end of 2015.

2.2 Borrowing Framework

IOTI still investigating the legal implications of the Borrowing Framework.

2.3 Quality and Qualification Ireland (QQI)

Annual Dialogue meetings with QQI have commenced across the IoT sector

2.4 An Cheim & HEANet update

A new Company called Educampus Ltd has been established to accommodate a transfer of An Cheim into HEANet.

2.5 Transitions / Allocation of Points

Under the national Transitions Reform process, it is intended to introduce an initial suite of reforms for the 2017 Leaving Certificate cohort. The implications of this still needs to be worked through. It was recommended by the Board that where there is a negative impact on the IOT's as a result of the changes, the IOT Sector should challenge it.

3. Research Update

Research Strategy (2014-2016)

The strategy has been adopted by Academic Council and the Research Office is currently planning a formal launch.

Compact Report 2014

The institute has successfully reached 90% of its research targets detailed in the institute's compact submission to the HEA for 2014.

Graduate School Update

Current activities due to be completed by early March include:

- Alignment of Quality Assurance protocols in DkIT with those at DCU
- Implementation of new structures around Graduate Studies at DkIT

Research Promotion

The Research Office is currently developing promotional literature around the institute's research activities.

4. ICTM Ireland Annual Conference Section of Music, Dundalk Institute of Technology

The Music Section of Dundalk Institute of Technology will host the Annual Conference of the International Council for Traditional Music (ICTM) from the 27th Feb to 1st March 2015.

5. Inishowen Traditional Singers Circle

6. Teagasc Ballyhaise Due Diligence Study

Due Diligence Study has been completed.

7. Institutional Dialogue Meetings between the Institutes of Technology and QQI and Annual Institutional Quality Reports (AIQR)

QQI visited DkIT on 2nd February 2015. The QQI delegation led by Dr Padraig Walsh, CEO met the President, Registrar, Assistant Registrar and Heads of School. This initial dialogue meeting provided an opportunity to consider the following matters:

- General update from Dundalk Institute of Technology**
- General update from QQI – Policy and other developments and consultative activities**
- Discussion and thoughts on the format and context for the proposed QA infrastructure of IoTs**
- Items for discussion raised by the Institute**

8. Springboard Update

In 2014 DkIT was successful in receiving funding from the HEA to run 5 Springboard courses.

9. Upcoming Events

- Minister for Agriculture, Food & the Marine, Simon Coveney, T.D. visited DkIT on Wednesday 25th February, 2015 at 12.00 noon for approx. 1 hour.
- International Pianist, Young Choon Park will perform a concert on Thursday 26th February, 2015 at 7.00 p.m. in the Fr. McNally Recital Room, Carroll's Building, DkIT.

G.216.6 Presentation by Ms Fiona Oster, Strategic Projects Manager

Fiona Oster made a presentation on the Institute's Compact review by the HEA and an update on the Institute's Strategic Plan and Communications.

It was proposed that all Institute related communications should be formally put through the President's Office/Communications Office and no ad hoc announcements should be made.

Proposed by: Clifford Kelly
Seconded by: Frank O'Brien

Voted on and agreed

The Chairman thanked Fiona for her presentation and her work.

G.216.5 Report of the Finance, Risk & Audit Committee

Programmes and Budgets submission to the HEA for 2015, as recommended by the Finance, Audit and Risk Committee was approved

Proposed by: Clifford Kelly
Seconded by: Frank O'Brien

G.216.7 Capital Projects

The signage of DkIT Sport was discussed. The President recommended, on the advice of Aura, that no new signage be put up until the premises is open. It was requested that any "JJB" signs remaining be removed.

G.216.8. AOB

Two new representatives to the Academic Council will need to be nominated at the first meeting of the new Governing Body.

It was pointed out that there may be a potential conflict of interest arising when apprenticeship is discussed for the Cavan/Monaghan ETB Members.

CELT was congratulated on the current intake of student from outside of the Institute on the Masters in Teaching and Learning Course and also that the course will be available to Secondary Level Teachers as well.

As it was Mr Brian Harten's last meeting, he wished to thank the Management and Chairman for all the positive and good work done and will remain an Ambassador for the Institute in the future.

Chairperson: _____ **Date:** _____