

MINUTES OF MEETING OF THE GOVERNING BODY

HELD ON MONDAY 22nd June 2015 AT 3.30 p.m.

IN THE BOARDROOM, DR. T.K. WHITAKER BUILDING

PRESENT

Mr. Andrew Griffith, Chairperson
Mr. Denis Cummins, President
Cllr. Clifford Kelly
Ms. Antoinette Rourke
Ms. Rebecca Somers
Mr. Brian Harten
Mr. Bill Sweeney
Mr. Richard Crowley
Ms. Síle O'Connor
Ms. Margaret Swords
Mr. Fergal Smyth
Mr. Paddy Matthews

APOLOGIES

Cllr. Cathy Bennett
Mr. Paschal McGuire
Cllr. Oliver Tully
Ms. Sadie Ward McDermott

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.219.1. M.218 Minutes of the Meeting of 11th May 2015

The minutes of the Governing Body of 11th May 2015 were approved.

Proposed by: Bill Sweeney

Seconded by: Paddy Matthews

Voted on and agreed.

G.219.2 Matters Arising

None

G.219.3 Correspondence

1. Letter from Unite 8th June 2015.
2. Letter from HEA 28th May 2015, Governance and Accounting matters.
3. Letter from HEA 11th February 2015, Additional ICT undergraduate places from September 2015.
4. Circular 0010/2015, Further extension to the 'Grace Period' for Superannuation Benefits for employees.
5. Letter from Department of Jobs, Enterprise and Innovation 5th November 2014, Prompt Payment Code of Conduct.

G.219.4.1 Personnel Report

The recent appointments were noted.

G.219.4.2 President's Report:

1. Health & Safety Update

The Institute is currently recruiting a new Health & Safety Officer.

A Policy on the safety of Children on the Institute's premises was discussed and the policy will be brought to the next Governing Body meeting.

2. Campus Engage

The 20 HEI Presidents signed up to a 10 point Campus Engage Charter on Civic and Community engagement on 16th June 2014 in Dublin Castle. The Institute is involved, through its own voluntary societies and are looking at ways of integrating this into courses (whereby credits may be awarded). There is a website which Students can sign on to if they wish to participate.

3. Lansdowne Road Agreement

The agreement, which proposes increases in salaries, is to be balloted on by staff with the outcome expected by end of June 2015.

4. CIRCOM Annual Conference in Dundalk May 2015

The conference took place between 20th – 22nd May 2015 and the President wished to thank the staff involved for their input.

7. Tianzheng Wang (RIP)

DkIT Student, Tianzheng Wang (RIP) died on Friday 22nd May, 2015 at his student residence (Oriel Apartments, Dublin Road). The Institute provided support and counselling to members of our Chinese student community. The Institute also liaised with the Chinese Embassy and family members on the repatriation of his remains.

8. Regional Engagement with County Councils

Dundalk Institute of Technology is currently engaged in a series of meetings with each of the County Council Executives within its region as part of its regional engagement remit. Previously the Governing Body had held a number of meetings in different locations in the region and it is proposed to do this again.

11. Chaplaincy

There have been a number of newspaper articles and social media discussion related to the Chaplaincy service at the Institute. It was agreed that in future Chaplaincy Services will be subject to a Public Procurement Tender Process.

12. Upcoming Events

VITAL Event on Thursday 18th June 2015 from 9.30 a.m. to 1.00 p.m. in the Nuremore Hotel, Carrickmacross, Co. Monaghan.

Launch of the Unity by Design Project on June 24th at 2.00 p.m. “The Plane”, a specially commissioned art sculpture, created by James L Hayes is the feature. The project is being part-financed by the European Union’s PEACE III Programme managed by the SEUPB; the Arts Council of Northern Ireland; and the International Fund for Ireland

Report on DkIT Sport

The President reported to the **Governing Body** that an issue had arisen on the supply of equipment by MC Sport. This was only notified to the Institute on Thursday 28th May 2015 with the proposed opening date of 29th June. This, it was agreed, put the entire opening in jeopardy with serious consequences for the Institute, namely;

1. The loss of potential revenue from the Student levy in the region of €500,000 pa.
2. A potential breach of contract with Aura.
3. Reputational damage to the Institute.
4. The premises (€4m invested) would remain empty whilst still incurring overhead costs.

Following consultation with legal representatives, Senior Management, the Chairman of Governing Body and the Chairman of the Finance, Audit and Risk Committee, management considered the following options:

1. That MC Sport would finance the equipment as agreed. This proved not to be possible.
2. The Institute would lease the equipment directly. It was decided that the Institute did not have authority or approval to borrow funds, so this option was not possible.
3. To ask Aura, who are already contracted as the Leisure Handler to finance the equipment. This they agreed to do.

The Institute therefore agreed to purchase the non-Precor equipment and Aura agreed to purchase the Precor equipment and rent it to DkIT Sport. All of the equipment was purchased from MC Sport as per the tender.

At this stage the Chairman of The Governing Body and the President absented themselves from the meeting.

The Finance, Audit and Risk Committee, having considered the extraordinary circumstances which put the entire project in jeopardy, acknowledged the decision and recommended it to the Governing Body. ‘

The Governing Body also fully supported the decision.

Proposed by: Bill Sweeney
Seconded by: Margaret Swords

Voted on and agreed.

G.219.5 Academic Council Minutes

Minutes No 141, 6th March 2015 were noted.

G.219.6 Research Policies

Dr Tim McCormac and Dr Moira Maguire joined the meeting. The Research Ethics Policy and The DkIT Ethics Committee Standard Operating Procedures were explained and discussed. The Research Ethic Policy was approved

Proposed by: Clifford Kelly
Seconded by: Bill Sweeney

Voted on and agreed.

G.219.7 Draft Financial Statements

The Financial Statements to 31st August 2014 as recommended by the Finance, Audit & Risk Committee were discussed. One member expressed their concern that the balance of funding being expended was in favour of non-academic costs and that not enough is being spent on the direct academic and educational costs and that they felt that this should be addressed. It is important that a suitable teaching environment exists within the Institute to deliver on the expectations of the Students and Staff.

The Financial Statements to 31st August 2014, subject to no material change.

Proposed by: Bill Sweeney
Seconded by: Fergal Smyth

Voted on and agreed.

G.219.9 AOB

It was agreed that training would be reorganised for members who could not attend the last session.

The Chairman expressed his thanks to Brian Fitzpatrick, President of the Student's Union for his work on the Governing Body. This is his last meeting.

The Representative nominated by ICTU to the Governing Body has resigned.

Chairperson: _____ **Date:** _____