



M.227

MINUTES OF MEETING OF THE GOVERNING BODY

HELD ON MONDAY 25th APRIL 2016 @ 4PM.

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

PRESENT

Mr. Andrew Griffith, Chairperson
Mr. Ann Campbell, President
Mr. Bill Sweeney
Mr. Fergal Smyth
Ms. Sadie Ward McDermott
Mr. Paschal McGuire
Mr. Brian Harten
Mr. Aaron Lawless
Ms. Antoinette Rourke
Ms. Síle O'Connor
Cllr. Cathy Bennett
Cllr. Clifford Kelly
Mr. Paddy Matthews
Ms. Kitty Warnock

APOLOGIES

Mr. Richard Crowley
Cllr. Oliver Tully
Cllr. Tomás Sharkey

IN ATTENDANCE

Mr. Peter McGrath, Vice President for Finance & Corporate Affairs

Declarations of Interest

Nil

G.227.1. M.226 Minutes of the Meeting of 21st March 2016

The minutes of the Governing Body of 21st March 2016 were approved.

Proposed by: Paschal McGuire

Seconded by: Brian Harten

Voted on and agreed.

G.227.4.1 Personnel Report

The recent appointments were noted.

G.227.4.2 President's Report

Regional Development Centre

The New Frontiers Programme is funded by Enterprise Ireland and co-funded by the European Regional Development Fund (ERDF) under Ireland's European Structural and Investment Funds Programmes 2014-2020.

Occupancy in the RDC has increased from 71% in January 2016 to 93% in March 2016. Occupancy rate in the Millmount Development Centre is 81% year to date.

Win at Royal Television Society Annual Student Television Awards

A team of Creative Media students has won the Comedy and Entertainment Award at the Royal Television Society Annual Student Television Awards.

DkIT Youth Work Programme Conference

On March 23rd 2016, Dundalk Institute of Technology Youth Work Programme welcomed youth and community educators and practitioners to a conference at DkIT entitled 'Where Now for Youth and Community Work?'

Research Update

DCU-DKIT Graduate School

Currently the planning for phase 2 of the Graduate School is underway with a view to a new agreement being drafted in the next few months between DkIT and DCU. Phase 2 is due to commence in September 2016.

Research Strategy (2017-2020)

The Institutes Research Strategy for the period 2017 to 2020 is currently under development through a working group from the Academic Council Research subcommittee.

Events

The launch of the DkIT GAA U16, 7 a side tournament in memory of Brendan Carthy took place on Monday 4th April, 2016 in DkIT Sport and was attended by Mr Páraic Duffy, Director General of the GAA.

DkIT Sports and Societies Awards 2015/2016 were held on Thursday 21st April at 7.30 p.m. in the Crowne Plaza Hotel, Dundalk.

DkIT Choir and Chamber Choir performed a concert of choral music on Thursday 14 April at 7pm in St Nicholas' Church, Bridge Street, Dundalk under the direction of Annalisa Monticelli and Dr David Connolly.

The Committee congratulated all those involved in the Dundalk 10k which was held on the 20th April 2016.

G.227.4 Finance, Audit & Risk Committee

Programmes & Budgets 2016

The budget for 2016 for the HEA as recommended by the Finance, Audit and Risk Committee was approved. The budget reflected the plan for 2015/2016 to 2017/2018 as previously agreed with the HEA.

Proposed by: Bill Sweeney

Seconded by: Margaret Swords

Voted on and agreed.

Financial Reports to 28th February 2016

The Vice President for Finance & Corporate Affairs reported on performance against the plan to 28th February 2016.

See Table and summary below;

Financial Report to 28th February 2016.

Financial Summary	Period		Variance €'000	YTD		2015/16 Budget €'000	PY - Period		
	Feb-16 Actual €'000	Feb-16 Budget €'000		Feb-16 Actual €'000	Feb-16 Budget €'000		Feb-15 Actual €'000	Feb-15 Actual €'000	
Income	3,119	3,217	(98)	19,443	19,421	22	38,596	3,724	19,477
Pay	2,705	2,609	(96)	15,831	15,656	(175)	31,307	2,662	15,583
Non Pay	449	936	487	4,015	4,042	27	7,622	970	4,282
Total Expenditure	3,154	3,545	391	19,846	19,698	(148)	38,929	3,632	19,865
Operating Surplus/(Deficit) excluding Research and Devolved Grant	(35)	(328)	293	(403)	(277)	(126)	(333)	92	(388)
Research - Net Surplus/(Deficit)	16	0	16	(11)	0	(11)	0	(129)	(313)
Operating Surplus/(Deficit) excluding Devolved Grant	(19)	(328)	309	(414)	(277)	(137)	(333)	(37)	(701)
Devolved Grant	0	0	0	750	0	750	0	62	374
Operating Surplus/(Deficit)	(19)	(328)	309	336	(277)	613	(333)	25	(327)

Based on results for the first six months to February 2016, it is estimated that the total over expenditure against the plan will be €360k; this would mean a deficit of €693k for the full year 2015/16. The Devolved Grant already received of €750k is not included in these figures.

The report on the Engineering School is in progress and will be completed by June 2016.

The report on Research is due by the end of April 2016.

The review of the programmes schedules and timetables does not indicate any further savings.

The need for significant Capital investment in the Institute was discussed in some detail. The Chairman read an excerpt from a letter to the HEA which included:

- The need for targeted investment in the Institute.
- A redundancy scheme.
- Capital funding for areas in need of renovation.
- Additional investment to aid maintain student numbers.

Restructuring of Finance, Audit & Risk Committee

It was proposed that Mr Brendan Murtagh and Mr Bill Sweeney will become members of the Finance, Audit & Risk Committee.

Proposed by: Clifford Kelly
Seconded by: Paschal McGuire

Voted on and agreed.

HEA COMPACT

The chairman reported that the revised HEA Compact had been submitted to the HEA and we are expecting a response by the end of April 2016.

He commended everyone on the work done on the new document.

G.227.5 Seal

The Institute Seal was applied to Semper Security and Finca Skin Organics.

G.227.6 Presentation on Regional Development Centre

Ms Irene McCausland sent her apologies as she could not attend the meeting. She will present at the next meeting in May 2016.

G.227.7 AOB

The Chairman had three items to discuss:

1. He wished to notify the Governing Body that the college had received a number of unsigned letters recently.
2. He had replied to the letter from the HEA who were satisfied with his response.
3. Sub committees. He proposed that the following sub committees be established;
 - A. an Educational Trust to look at philanthropic and other donations for the Institute.
 - B. an external Industrial committee to interact with external stakeholders in the Region.

He is proactively working at these committees and will come back to them at the next meeting.

President's Job

This will be going to a short listing process in the next few weeks.

Chaplaincy services

The chaplaincy services will be put out to tender

Fees collection policy

The issue of cutting off of services for students who have not paid their fees was discussed. It was pointed out that this is only a final action in the process whereby the students would have been contacted on numerous occasions.

Next meeting is Monday 23rd May 2016 @ 4pm.

Chairperson: _____ **Date:** _____