

MINUTES OF MEETING OF THE GOVERNING BODY

HELD ON MONDAY 23rd MAY 2016 @ 4PM.

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

PRESENT

Mr. Andrew Griffith, Chairperson
Mr. Ann Campbell, President
Mr. Bill Sweeney
Ms. Sadie Ward McDermott
Mr. Paschal McGuire
Mr. Brian Harten
Mr. Aaron Lawless
Mr. Richard Crowley
Cllr. Oliver Tully
Cllr. Tomás Sharkey
Ms. Antoinette Rourke
Ms. Síle O'Connor
Cllr. Cathy Bennett
Ms. Kitty Warnock

APOLOGIES

Mr. Paddy Matthews
Ms. Margaret Swords
Cllr. Clifford Kelly
Mr. Fergal Smyth
Ms. Rebecca Somers

IN ATTENDANCE

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

Declarations of Interest

Nil

Bereavements

The recent bereavements were noted.

G.228.1. M.227 Minutes of the Meeting of 25th April 2016

The minutes of the Governing Body of 25th April 2016 were approved.

Proposed by: Paschal McGuire

Seconded by: Bill Sweeney

Voted on and agreed.

G.228.3 Correspondence

1. Email from HEA dated 23rd March 2016, RE Submission of Accounts.
2. Email from HEA dated 26th April 2016, RE Expiry of Increment measures under the Terms of the Haddington Road Agreement.
3. Guiding Principles for the determination of Top-Slices, April 2016.

G.228.4.1 Personnel Report

The recent appointments were noted.

G.228.4.2 President's Report

Springboard Update

The Institute has been approved for 8 Springboard Programmes with 124 places and with a potential contract value of €731,321 and we await to see the uptake.

Research Update

Interreg Strategic Research Funding Submission

Four Interreg proposals have now been submitted through the Research Office involving partners from UU, DCU, UCD and QUB.

EUH2020 Update

Dr Eleanor Jennings has secured only the second EJD within Ireland for a project entitled MANTEL. Total budget secured for DkIT amounts to €580K.

Research Review

The Research Office has now completed the detailed review of the past performance of all its research areas. The final draft of this report will be available in the next 2 weeks.

Visit by the Ambassador of Malaysia

The Ambassador of Malaysia, HE Dato' Syed Sultan Idris visited DkIT on the 22nd April, 2016. The President has been invited to meet the Ambassador again to explore opportunities for working with Malaysian Universities in relation to potential collaborative partnerships.

Student Ambassadors

The Student Learning and Development Centre invited 138 student Ambassadors to a short ceremony to receive their Gold Volunteer Certificates on Thursday 5th May.

Volunteer Society

The DkIT Volunteer Society presentation of Certificates took place on Wednesday 27th April 2016.

Scifest

Over 320 Post-primary school students from across the North East showed off their scientific knowledge at the regional SciFest fair which took place in DkIT on the 4th May 2016. It was noted that over 800 had applied.

HEA Accountability & Budget Meeting

HEA Accountability & Budget Meeting took place in DkIT on Monday, 16th May 2016 in the Institute. The HEA were updated by the Executive Board on the current progress of the financial plan and the budgetary situation for the year. They were also shown some of the facilities. The requirements for capital investment were outlined and these are in the region of €4.6m. There is, however, no indication that any extra funding is available.

HEA COMPACT

We are awaiting the outcome of the review of the HEA Compact following their Board meeting on 24th May 2016.

G.228.5 Finance, Audit & Risk Committee

Minutes of the Meeting of 8th March 2016

The minutes of the Finance, Audit & Risk Committee, MF150 of 8th March 2016 were noted.

Financial Reports to 31st March 2016

The Vice President for Finance & Corporate Affairs reported on performance against the plan to 31st March 2016.

Financial Report to 31st March 2016.

Financial Summary	Period	Period	YTD			2015/16 Budget €'000	PY - Period	PY - YTD	
	Mar-16	Mar-16	Mar-16	Mar-16	Mar-16		Mar-15	Mar-15	
	Actual €'000	Budget €'000	Variance €'000	Actual €'000	Budget €'000		Actual €'000	Actual €'000	
Income	3,198	3,217	(19)	22,641	22,758	(117)	38,596	2,578	22,055
Pay	2,547	2,606	59	18,378	18,262	(116)	31,307	2,599	18,182
Non Pay	624	626	2	4,639	4,668	29	7,622	746	5,028
Total Expenditure	3,171	3,232	61	23,017	22,930	(87)	38,929	3,345	23,210
Operating Surplus/(Deficit) excluding Research and Devolved Grant	27	(15)	42	(376)	(172)	(204)	(333)	(767)	(1,155)
Research - Net Surplus/(Deficit)	7	0	7	(4)	0	(4)	0	216	(97)
Operating Surplus/(Deficit) excluding Devolved Grant	34	(15)	49	(380)	(172)	(208)	(333)	(551)	(1,252)
Devolved Grant	0	0	0	750	0	750	0	64	438
Operating Surplus/(Deficit)	34	(15)	49	370	(172)	542	(333)	(487)	(814)

The Financial Report to 31st March 2016 was discussed and the following points were raised;

- Pay estimate for the full 12 months is €200k over the budget.
- Non-Pay is expected to breakeven for 2015/2016.
- Taking into account a €200k deficit on Income and €200k overspend on Payroll, our forecast will be €400k over, indicating a net deficit of €733k.
- The collection of fees was discussed as there would appear to be more fees outstanding at this time of year than in previous years. This is to be monitored closely and the procedures for following up on late fees to be looked at further depending on the final situation for this year.

G.228.6 Academic Minutes No 146, 4th March 2016

The Academic Minutes No 146 of 4th March 2016 was noted.

G.228.7 Presentation on Regional Development Centre

Ms Irene Mc Causland Vice President of Strategic Planning, Communications and Development, Mr Aidan Browne, Incubation Centre Manager RDC and Mr Neil Mc Loughlin, Technology Transfer Manager RDC, joined the meeting and gave a presentation on the activities in the Regional Development Centre.

The Regional Development Centre has a remit, which covers the following areas:

- Promoting Entrepreneurship among Students and Staff.
- Providing physical space and support services to new businesses.
- Providing ongoing innovation support for established enterprises.
- Providing research for established enterprises.

The Chairman thanked them for their presentation.

G.228.8 AOB

DKIT Sport

Having reviewed the various issues that arose, the Finance, Audit and Risk committee have agreed that the Ice Dome should be put back on the market. Parking will be on a licence/lease arrangement and a minimum price has been set.

Philanthropic Trust

Ms Irene Mc Causland, Vice-President of Strategic Planning, Communications and Development has reported on the setting up of a trust to raise funds for the Institute. Arising from this it was agreed it would be necessary to raise initial funds to establish the trust. The Chairman discussed setting up a small working group comprised of members of the Governing Body to meet in order to explore opportunities to get the initial Capital needed.

Next meeting is Monday 27th June 2016 @ 4pm.

Chairperson: _____ **Date:** _____