

**NOTES OF THE GOVERNING BODY MEETING**

**HELD ON MONDAY 12<sup>TH</sup> JUNE 2017 @ 5PM.**

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

**Declarations of Interest**

None

**G.238.1 M.237 Minutes of the Meeting of 2<sup>nd</sup> May 2017**

The minutes of the Governing Body of 2<sup>nd</sup> May 2017 were approved.

**Proposed by:** Paschal McGuire

**Seconded by:** Paddy Matthews

Voted and agreed on.

**Bereavements**

Recent bereavements were noted.

**G.238.2 Matters Arising**

None

**G.238.8 Update on The TU Process**

The President gave a presentation on “The Economic Impact of a New Technological University in Ireland”

Following the presentation and discussion on the implications of the report it was proposed that:

The Governing Body of Dundalk Institute of Technology endorses the engagement of this Institute with the Connacht Ulster Alliance Technological University consortium, with a view to the potential development of an expanded consortium of up to 6 members which have similar objectives (CUA – GM IT, LyIT, ITSligo -, AIT, DkIT, LIT). The Governing Body supports the President and Executive in further discussions with the CUA and other interested parties to this end.

**Proposed by:** Bill Sweeney  
**Seconded by:** Paschal McGuire

Voted 9 for, 2 abstained.

#### **G.238.7 Sale of Ice Dome**

Mr. Paddy Matthews excluded himself from the meeting. Ms Irene McCausland joined the meeting.

It was reported that the Executive Board had already recommended the sale of the Ice Dome; this was further endorsed by the Land & Buildings Committee. The Finance, Audit and Risk Committee also agreed to the sale of the Ice Dome

#### **Ref M.F.164.2**

*It was proposed to recommend to the Governing Body that the Ice Dome be offered for sale now in one or two lots;*

- *Lot One including the Building only.*
- *Lot Two the Building and the adjoining Land (3 acres).*

It was felt that the proposal might be more attractive if the land was included.

The Governing Body discussed the Business Case for Disposal of a State Asset which put forward four options:

1. Status Quo.
2. Lease the Property.
3. Sell the Property now. 3a. Sell the property now in two lots.
4. Hold off and sell the property at a later stage. (post the embarrassment clause)

Following the recommendations of the Executive Board, Land & Buildings and Finance, Audit & Risk, it was proposed that the Ice Dome be offered for sale in two lots:

- Lot 1 - Building only.
- Lot 2 - Building plus 3 acres of land.

(It was agreed that the land would not be sold on its own).

**Proposed by:** Margaret Swords  
**Seconded by:** Aaron Lawless

Voted 9 for, 2 abstained.

The next stage of the protocol is to get formal approval for sale of the assets from the HEA and then to put it up on the Government Capital Website to see if any other Public Bodies are interested.

### **G.238.3 Correspondence**

1. Email from HEA, dated 15<sup>th</sup> May 2017, re. Update on DES/HEA November 2016 Request for Information on Capital Requirements in Higher Education Institutions.

2. Letter from Alone, dated 30<sup>th</sup> May 2017, thank you letter for hosting the official launch of the partnership with Netwell CASALA.

### **G.238.4.1 Personnel Report**

The appointments were noted and confirmed.

### **G.238.4.2 President's Report**

#### **1. Research Update:**

THEA has completed an analysis of where we are as an Institute in terms of H2020.

- DkIT 4<sup>th</sup> in terms of number of applications made (WIT 100, CIT 80, DIT 62, then us at 28, AIT 21);
- DkIT 5<sup>th</sup> in success rate at 10.7% with EU 28 member average at 12%. THEA average 10.3% and Ireland success rate at 15%;
- From framework 7 we have increased our success in terms of funding secured by 155% from H2020.

#### **2. Accountability and Budget Meeting**

Members of the Executive and Mr. Michael O'Connell met with HEA Officials on Friday, 26<sup>th</sup> May for the annual Accountability and Budget meeting.

#### **3. Strategic Dialogue Cycle 4 Progress Report**

DkIT submitted its Strategic Dialogue Cycle 4 Progress Report to the H EA. The strategic dialogue meeting is scheduled to take place on 19th September 2017.

#### **4. Regional Development Centre**

The average occupancy in the RDC and Millmount Development Centre is 90% and 92% respectively.

Millmount was established as a small pilot project in 2004 for the provision of enterprise facilities in Drogheda. Millmount was established as an independent limited company with representation from Louth County Council, Enterprise Ireland and DkIT. The RDC at DkIT managed the facility on behalf of the Board. At the time it was the first such enterprise centre in the town and was successful in catalysing the development of a high-tech hub of small start-up enterprises in Drogheda. The longer term strategy, however, was always for the development of a larger enterprise centre of sufficient size, resources and

infrastructural facilities to best meet the growing and increasingly sophisticated needs of such companies within Drogheda. The establishment of the Mill enterprise hub in the town is a new state of the art facility which supports this strategy. As a result the Millmount Board has decided to close the facility as its long term future is not viable. All companies currently residing in the centre have been advised of the plans and reassured that they will be facilitated with any on-going supports and advice continuing as required. DkIT, through the work of the RDC, will continue to support high-tech start-ups in the Drogheda region.

### **New Frontiers Programme (NFP)**

The recruitment for Phase 2 of the NFP 2017 programme was concluded in April with 13 participants being offered places.

### **Lifelong Learning and Springboard**

The DkIT 17/18 Part-time Course Prospectus is now published and the LLL Centre is currently promoting and enrolling for Autumn 2017. DkIT submitted 18 courses to the H EA Springboard scheme. 5 programmes were approved with 69 places awarded.

### **Marketing and Communications**

#### **Website:**

- The first phase of the launch of the updated website will go live in June 2017.

#### **PR:**

- Some highlights from PR activity over the past 6 weeks include:
  - Feature on successes of Netwell Casala and the Great Northern Haven in the Sunday Independent
  - Minister Damien English unveils DkIT's Regional Development Centre as the first higher education incubator to benefit SIRO & Vodafone's Gigabit Hub Initiative (secured national & regional Coverage)
  - Minister McEntee launches new DkIT and ALONE partnership (secured regional coverage)
  - Dearbhla McCourt and Ruth Clarke of St Vincent's to represent North East at Ireland's largest science competition [SciFest] (secured regional coverage)
  - LM FM interview with Martin Maguire to speak about Co. Louth in Irish Revolution
  - DkIT Hosts NMBI National Student Midwife Debate 2017 (secured regional coverage)
  - Music Production Showcase at Spirit Store (secured regional coverage)

- Australia Embassy Launches the DkIT Australia Study Visit 2017 (secured regional coverage)
- Local Businesses Line Up to Show Support for DkIT Dundalk 10k (secured regional coverage)

## 5. THEA signs MoU with BC Colleges

BC Colleges is the representative body for 10 colleges in British Columbia, Canada and THEA is signing a Memorandum of Understanding with BC Colleges on 20 June.

## G.238. 5 Finance, Audit & Risk Committee

### Minutes of Meeting MF162 5<sup>th</sup> April 2017

The minutes of the Finance, Audit & Risk Committee MF162 were noted.

### Finance Report to March 2017

The Financial Report up to March 2017 was discussed.

Financial Summary	Period	Period		YTD	YTD		2016/17 Budget €'000	PY - Period	PY - YTD
	Mar-17 Actual €'000	Mar-17 Budget €'000	Variance €'000	Mar-17 Actual €'000	Mar-17 Budget €'000	Variance €'000		Mar-16 Actual €'000	Mar-16 Actual €'000
Income	3,485	3,367	118	23,382	22,702	680	38,667	3,248	22,732
Pay	2,655	2,568	(87)	18,373	17,984	(389)	30,831	2,547	18,378
Non Pay	739	600	(139)	4,640	4,212	(428)	7,222	624	4,709
Total Expenditure	3,394	3,168	(226)	23,013	22,196	(817)	38,053	3,171	23,087
Operating Surplus/(Deficit) excluding Research and Devolved Grant	91	199	(108)	369	506	(137)	614	77	(355)
Research - Net Surplus/(Deficit)	0	0	0	0	0	0	0	0	0
Operating Surplus/(Deficit) excluding Devolved Grant	91	199	(108)	369	506	(137)	614	77	(355)
Devolved Grant	0	0	0	0	0	0	0	62	438
Operating Surplus/(Deficit)	91	199	(108)	369	506	(137)	614	139	83

The Institute is still forecasting a breakeven situation for 2016/2017, based on the results to the end of March 2017, nett of Research.

It was noted that this is largely due to increased income for the period while maintaining pay and non-pay costs at the same levels as previous year.

The core issue to be discussed is in relation to full time students and the need to increase these numbers.

Competition from universities and the increase in apprentice applications is affecting the number of students coming to DkIT through CAO. This is reflected in the drop in Student Contribution Fee in the report. (*An increase of 100 students would contribute in the region of €800k to the Institute*).

Apprentices will increase by 6 blocks in September 2017 contributing in the region of €500k extra income but the drop in student numbers will also be reflected in the RGAM for next year. The effect of this remains to be quantified.

The apprentice blocks will increase again in September 2018 by a further 6 blocks.

It is also important to continue to bring in income from International Students. New opportunities e.g. in Kenya and Canada are being looked at. It is expected that students from Saudi Arabia and Oman will return next year.

#### **G.238.6 Academic Council**

The Academic Minutes No 1 50S of 16<sup>th</sup> February 2017 and Minutes Nos 151 of 10<sup>th</sup> March 2017 were noted.

#### **G.238.9 Seal**

The Institute's Seal was applied to Nova Leah.

As this was the last meeting for the Vice President for Finance & Corporate Affairs, the Chairman, along with the Chairman of Finance, Audit & Risk Committee and the President thanked him for his service to the Institute over the past 18 years and wished him good luck in his retirement.

The next meeting will not take place on 24<sup>th</sup> July 2017; it is postponed to a later date to be confirmed.

**Chairperson:** \_\_\_\_\_

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