

NOTES OF THE GOVERNING BODY MEETING

HELD ON TUESDAY 8TH AUGUST 2017 AT 16.30

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

At the outset of the meeting, the Chairperson and the President asked the Governing Body if they had any objections to Valerie Ward taking the Minutes at the meeting. There was no objection.

Declarations of Interest

None

G.239.1 M.238 Minutes of the Meeting of 12th June 2017

The minutes of the Governing Body of 12th June were approved.

Proposed by: Paddy Matthews

Seconded by: Paschal McGuire

Subject to the following change to G.238.7 Sale of Ice Dome; Ref M.F.164.2

“Following the recommendations of the Executive Board, Land & Buildings and Finance, Audit & Risk, it was proposed to sell the Ice Dome in two lots”

should read: “Following it was proposed that the Ice Dome be offered for sale in two lots””

Proposed by: Bill Sweeney

Seconded by: Paschal McGuire

Voted and agreed on.

Bereavements

Recent bereavements were noted.

G.239.2 Matters Arising

Personnel Report

In response to queries regarding new staff appointments arising from the Institute’s increased apprenticeship blocks, the President confirmed that these appointments are

permanent and are to be funded through the income generated by additional blocks.

Ice Dome

The President informed the Governing Body that Minister Bruton's office has acknowledged the Institute's correspondence in relation to the sale of the Ice Dome with a promise to consider the matter. The Chairperson requested that the Minister's Office be contacted to enquire when a decision might be forthcoming.

G.239.3 Appointment of President

The Chairperson informed the Governing Body that Dr Michael Mulvey is being recommended to the Board for approval for the position of President. Pending acceptance by Dr Mulvey, the Chairperson reminded members of their obligation for confidentiality.

Proposed by: Paschal McGuire

Seconded by: Bill Sweeney

Voted on and agreed unanimously.

G.239.4.1 Personnel Report

The appointments were noted and confirmed.

G.239.4.2 President's Report

1. Technological University

The Presidents of DkIT, AIT, LIT, GMIT, IT Sligo and LyIT met in June following the endorsement of the Governing Bodies for continued discussions to explore TU potential. At the meeting, the President of Limerick Institute of Technology (LIT) informed colleagues that the LIT Governing Body has decided not to pursue TU Status for the next 5 years. The Governing Body at AIT will meet at the end of August to consider the matter.

2. Technological Higher Education Association (THEA) visit to British Columbia

The President was a member of the THEA delegation to visit British Columbia to sign an MoU between BC Colleges and THEA at the end of June. The President of IT Tallaght was also part of the delegation. The MOU will advance a broad range of innovative and collaborative opportunities for Canadian students to pursue pathways to complete degrees and post-degree credentials (up to PhD) in Irish IoTs.

Dr Ian Humphries from Langara College will visit DkIT in September 2017 to progress the relationship.

3. Visit by Minister Mary Mitchell O'Connor

Minister Mary Mitchell O'Connor visited the Institute on 28th July and met with members of the Governing Body and Executive Board. Ms. Emma Leonard, Buildings Unit joined the Minister on her visit. The President advised the Minister on the Institute's need for capital funding and was taken on a tour of the North Block. The Minister was delighted to hear that the Institute is engaging in TU discussions.

4. Delegated Authority for Level 9 Research Awards

QQI has extended DkIT's Delegated Authority to include the making of research Master's degrees. Research Masters degrees at DkIT are currently awarded by DCU through the DCU-DkIT Graduate School.

5. Apprenticeships

DkIT has been allocated €903,277 for the purchase of equipment and associated enabling works to support the rollout of the first four new Version 4 Apprenticeship Syllabi. The first instalment (70%) was transferred to the Institute on the 12th July.

The remaining 30% instalment will be paid by end December 2017 if the HEA has received confirmation that all procurement/expenditure is on track and that full expenditure of the total amount allocated to each institute will be expended by end December 2017.

The HEA has advised that it is very important to note that if the total allocations are not fully expended by each institute by end December 2017, this will impact on any discussions with DES on similar allocations for 2018 and future years. Due to procurement issues, however, it may not be possible to expend all of the allocation by that deadline and the Institute is in discussion with the HEA about the matter.

6. CEO HEA

Dr Graham Love, CEO, HEA will pay a courtesy visit DkIT on Wednesday 23rd August to meet with the Executive Board.

G.239.5 Finance, Audit & Risk Committee

Minutes of Meeting M.F.163 dated 27th April 2017

The minutes of the Finance, Audit & Risk Committee M.F.163 were noted.

Minutes of Meeting M.F.164 dated 31st May 2017

The minutes of the Finance, Audit & Risk Committee M.F.164 were noted.

G.239.6.1 Academic Council

The Academic Minutes No 152 dated 12th May 2017 were noted

G.239.7 Data Protection Policies

- (i) Data Protection Policy adopted

Proposed by: Oliver Tully

Seconded by: Bill Sweeney

Voted on and agreed by all.

- (ii) Data Protection Procedures adopted

Proposed by: Bill Sweeney
Seconded by: Paddy Matthews

Voted on and agreed by all.

- (iii) Personal Data Security Breach Management Procedures adopted

Proposed by: Oliver Tully
Seconded by: Paschal McGuire

Voted on and agreed by all.

- (iv) Staff/Student Guidelines for Data Protection Compliance adopted

Proposed by: Paschal McGuire
Seconded by: Bill Sweeney

subject to the following amendment to include the word “student” in the heading to read ‘As an employee/student of DkIT and a Data Processor – How to ensure compliance with the eight rules of data protection’.

Proposed by: Paddy Matthews
Seconded by: Oliver Tully

Voted on and agreed by all.

G.239.8 Correspondence

1. Letter from HEA, 12th July 2017, re Version 4 Apprenticeship Syllabi.
2. Email from HEA, 20th July 2017, re HEA Gender Stats.
3. Email from HEA, 21st July 2017, re Launch of National Student Accommodation Strategy.
4. Letter from Ms. Loretto Gaughran, FOI Officer, 24th July 2017, re Document Management – FAO Governing Body Correspondence. The Board agreed that Ms Gaughran, FOI Officer, should be invited to draft a policy in relation to the appropriate retention of GB Correspondence.

Proposed by: Antoinette Rourke
Seconded by: Paddy Matthews

Voted on and agreed by all.

G.239.9 Seal

The Institute's Seal was applied to the following

- i. Rightify
- ii. Statsports
- iii. Renunciation of Renewal Rights RTE

G.239.10 AOB

The Chairperson thanked Governing Body for attending the meeting today at short notice and the President concurred with the Chairperson.

Chairperson: _____

Date: _____