

NOTES OF GOVERNING BODY MEETING

HELD ON MONDAY 24th SEPTEMBER 2018 AT 16.00

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

The GB Chairman introduced Ms. Irene McCausland, Vice President for Strategic Planning, who was in attendance to discuss Agenda Item Ref: G249.7. and Dr. Sheila Flanagan, VP for Academic Affairs & Registrar who was also in attendance to discuss Agenda Item Ref:G249.8

Declarations of Interest

Nil.

G.249.1 M.248 Minutes of the Meeting of 30th July 2018

The minutes of the Governing Body of the 30th July 2018 were approved.

Proposed by: Mr. Paschal McGuire;

Seconded by: Cllr. Oliver Tully.

G.249.2 Matters Arising

G.248.8.1. GB Gender Equality Sub Committee Draft Terms of Reference

The GB Chairman outlined the background to the Draft Terms of Reference that was deferred from previous meeting.

The Institutes of Technology Act 2006 requires of governing bodies that they, or “where appropriate, a committee shall ... have regard to the attainment of gender balance and equality of opportunity among the students and staff of the college”. The report of the Expert Group with HEA National Review of Gender Equality in Irish Education Institutions (June 2016) recommended that “to provide the necessary strategic oversight, it is recommended that a permanent sub-committee of the governing authority be established for gender equality, with a focus on the gender-proofing of organisational processes, policies and strategic plans and securing resources for gender-equality initiatives”.

The GB Chairman informed Governing Body there should be at least five members on the sub-committee and:

Chair: One of the External Governing Body Members

- The sub-committee shall appoint a Chair of the group;
- Meet at least 4 times annually;
- Publish a report which shall be made available to all staff, students and members of the Institute;
- Have at least 1 student and staff member as part of the sub-committee.

The Draft Terms of Reference was agreed and nominating a sub-committee would be scheduled on the Agenda for the next meeting.

Proposed by: Mr. Bill Sweeney

Seconded by: Mr. Paschal McGuire.

G.249.3 Correspondence

None.

G.249.4.1 Personnel Report

Recent appointments were noted and confirmed.

G.249.5 Finance Audit & Risk Committee (FAR)

Minutes of Meeting MF 177 dated 30th July 2018 (to be tabled)

The minutes of the Finance, Audit & Risk Committee, M177 dated 30th July 2018 tabled at the meeting were noted following a briefing to the Governing Body by Mr. Bill Sweeney in the absence of Mr. Brian Harten.

Clarification was sought re. Ref: MF 177.2 Land & Buildings sub-committee, Mr. Bill Sweeney clarified that it was never a formal committee, was a subdivision and wasn't working effectively. A FAR subgroup was set up to make it more effective. Land & Buildings is covered by the FAR committee.

G.2496 Seal

The Institute's seal was applied to the following:

- Leasing documents for Greenville Electrical

G.249.7 Draft HEA Compact Presentation by Ms. Irene McCausland, VP for Strategic Communications & Development (VP SCD)

Ms. Irene McCausland, VP for Strategic Planning Communications & Development (VP SCD) informed the Governing Body that there was a delay in scheduling meetings therefore, the presentation is being postponed. The VP SCD confirmed that the Institute's second draft of the HEA Compact was submitted to the HEA on the 9th July 2018 for the International Review Committee to overview. She also confirmed that the International Review Committee meeting with personnel from the Institute will take place on 23rd October 2018. Following feedback from the International Review Committee

meeting, the VP SCD will give a presentation on the HEA Compact to Governing Body for sign off at the December 2018 meeting.

€18.5M Capital Investment for DkIT

DkIT received confirmation of a €18.5m capital investment from the Department of Education & Skills on Friday 19th September 2018. The funding secured the refurbishment of the North and South blocks. The VP SCD stated that we haven't received official letter to-date from the Department. The GB Chairman asked the President to write to the Department to acknowledge the funding €18.5M.

The GB Chairman on behalf of the Governing Body congratulated the VP SCD, the Estates Manager, the President and all their staff for their time and effort in collating the proposal and securing the funding.

G.249.8 Presentation by Dr. Sheila Flanagan, VP for Academic Affairs & Registrar re Self Study Institutional Review (VP AAR)

Dr. Flanagan, VP for Academic Affairs & Registrar (VP AAR) gave a presentation on the Self Study Institutional Review December 2018.

The aim of this review is to provide an independent external review of the effectiveness and implementation of the institution's own internal quality assurance procedures. The key focus of the ISER is to critically self-evaluate the performance of the institution with respect to 5 objectives:

- QA Compliance;
- Operation and Management as an Awarding Body;
- Quality Enhancement;
- Access, Transfer & Progression;
- International Learners.

The VP AAR briefed the Governing on the following too:

- Process for the 2018 Institute Review;
- Self Study Document which was presented to Academic Council on the 3rd September and submitted to Quality and Qualifications Ireland (QQI);
- Institute Review Working Groups;
- Self Study Development including an all Institute Staff Survey;
- Structure and Content of Self Study;
- Key Developments since 2009 review;
- Key Recommendations;
- Next Stage (Visit of International Panel 3rd – 7th December)

Following the presentation there was a Q&A session.

The GB Chairman on behalf of the Governing Body thanked the VP AAR for her detailed presentation and congratulated her and her team for their work for the Institutional Review. The President concurred with the Chairman and Governing Body.

G.249.11 AOB

Cllr. Tomás Sharkey

The GB Chairman on behalf of the Governing Body congratulated Cllr. Sharkey on his recent appointment as Principal to Colaiste Chu Chulainn, Dundalk and wished him every success. The President concurred. Cllr. Sharkey thanked the Governing Body and the President for their good wishes.

Cllr. Sharkey conveyed his appreciation to the President who was a guest speaker at an event at Inver College in Carrickmacross.

Bereavements

Recent bereavements were noted.

Meeting concluded at 17.15.

**Chairman
Governing Body**

Date: