

**NOTES OF MEETING OF THE GOVERNING BODY**

**HELD ON MONDAY 16<sup>th</sup> DECEMBER 2019 AT 16.00**

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

**Declarations of Interest**

Nil

At the outset of the meeting, Cllr. Clifford Kelly wished Mr Paddy Malone every success in the forthcoming years as Chairman of Governing Body and said that it's a very important time for Dundalk Institute of Technology.

**G.265.1 M.264 Minutes of the Meeting of Monday 25<sup>th</sup> November 2019**  
The minutes of the Governing Body of the 25<sup>th</sup> November were approved.

**Proposed by: Mr. Paddy Matthews;**  
**Seconded by: Mr. Paschal McGuire.**

**G.265.2 Matters Arising**  
The President stated Mr. Gerald O'Driscoll, Human Resource Manager has been assigned the role of Secretary duties to the Governing Body. Any member of Governing Body who wishes to seek clarity around Governing Body procedures and governance should contact Mr. O'Driscoll.

**G.265.3 Correspondence**  
None.

**G.265.4.1 Personnel Report**  
Recent appointments were noted and confirmed.

At 16.20, Mr. Stuart Quinn, Financial Analyst joined the meeting to provide an update on correspondence received last Friday (13<sup>th</sup>) from the Comptroller & Auditor General re income apprenticeships and income devolved grant capital expenditure. As these are material changes, a Special Governing Body meeting to approve the Financial Statements 2017/18 is scheduled for Thursday 19<sup>th</sup> December 2019 at 10.00 a.m. The President's Office to email the Governing Body informing those absent from the meeting of the proposed date and time.

The Financial Analyst left the meeting at 16.30.

**G.265. 5 Finance Audit & Risk Committee (FAR)**

**Minutes of Meeting MF.194 dated 19<sup>th</sup> November 2019**

The minutes of the Finance, Audit & Risk Committee, MF. 194 were noted.

**Proposed by: Mr. Paddy Matthews;**

**Seconded by: Michael Mulvey Ph.D.**

**Minutes of Special Meeting 25<sup>th</sup> November 2019**

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

**Proposed by: Mr. Paddy Matthews;**

**Seconded by: Michael Mulvey Ph.D.**

**G.265. 6 Draft Strategic Plan 2020-2022**

Prior to the Vice President for Strategic Planning, Communications & Development joining the meeting, the Governing Body Chairman, Mr. Malone suggested that the Draft Strategic Plan 2020-2022 be reviewed during the meeting and approval considered at the January Meeting. The Governing Body concurred.

Ms. Irene McCausland, Vice President for Strategic Planning, Communications & Development (VPSCD) joined the meeting at 16.45 to update the Governing Body on the Draft Strategic Plan 2020-2022. The VPSCD stated that all the consultations are complete. Feedback is included in the Draft Strategic Plan being discussed today.

The VP SCD reviewed the Draft Strategic Plan page by page as follows:

Strategic Plan sets out to address two key questions:

1. What does this region need in terms of learners, families, enterprises and the wider community?
2. How can DkIT best deliver on this in a credible and sustainable manner?

A number of working groups were established to engage in the development of five key areas of the Strategic Plan to include:

- i. Changing Landscape to include consideration of alliances, mergers and designation options;
- ii. Teaching and Learning and the Student Experience;
- iii. Research and Innovation;
- iv. National and International Engagement;
- v. Organisational Development and Corporate Excellence.

Three externally commissioned reports were completed which provided Institute specific quantitative and qualitative datasets to further inform strategy.

- Socio-Demographic Profile – Foundations for Growth DkIT 2019.
- PMCA Economic, Social and Cultural Impact Analysis and Study 2019
- PMCA Scenario Planning and Foresight Study of Strategic Options (Designations, Alliances and Mergers) 2019.

Other areas covered Our Region; Our Institutional Profile; DkIT's Future Trajectory, Mission, Vision and Values.

The VP SCD also outlined the DkIT's Strategy for 2020-2022:

- Strategic Priority 1: Changing Landscape in terms of designations, mergers and alliances;
- Strategic Priority 2: Excellent Teaching and Learning and Quality of Student Experience ;
- Strategic Priority 3: High quality, internationally competitive research and Innovation;
- Strategic Priority 4: Enhanced National and International Engagement
- Strategic Priority 5: Organisational Development and Corporate Excellence.

The Strategic Goals are:

- Strategic Goal 1: To achieve TU status for DkIT under the Technological Universities Act 2018;
- Strategic Goal 2: To enhance the Institute's position within the North Leinster-South Ulster region of learning;
- Strategic Goal 3: To maintain a high-quality inclusive learner environment that supports all our learners, holistically, and in their diversity, to achieve their potential;
- Strategic Goal 4: To foster the development of learners as graduates, personally and professionally, who can contribute positively to society;
- Strategic Goal 5: Focus and drive research and innovation excellence in an enabling environment, which is internationally competitive and has societal and economic impact which informs our teaching and learning environment;
- Strategic Goal 6: Sustain existing and build new collaborative research and innovation networks, nationally and internationally, of scale so as to increase the visibility and impact of our research and innovation;
- Strategic Goal 7: To increase the level of responsiveness to external organisations focusing on areas of academic excellence, flexible learning provision, research and innovation strengths.
- Strategic Goal 8: To enhance and widen learner experience and global awareness by sustained development of inbound and outbound internationalisation;
- Strategic Goal 9: To enhance Institute's reputation as an organisation committed to sustainable excellence, equality and wellbeing for all learners and staff.

The VP SCD also mentioned that one of the KPIs under Strategic Goal 9 is the development and implementation of plans to deliver effectively on the Institute's strategic goals and objectives to include:

- o Resource Plan 2020-2022
- o Marketing and Brand Development Strategy 2020-2022
- o Internal and External Communications Strategy 2020-2022
- o Campus Development Plan 2020-2030;
- o IT Plan 2020-2030

The VP SCD also outlined that the Leadership Team will review, monitor and report on progress. This will also form the basis for the annual report. This report will be presented to the Governing Body for review and adoption. It will also form the basis for the annual report to the HEA on the Mission-Based Performance Compact.

Q&A followed the update briefing from the VP SCD.

Ms. Rourke congratulated the VP SCD on the presentation of the Strategic Plan and collating all the information in a short period. Ms. Rourke suggested adding the following to Goal 4, support and enable staff to become research active. The Governing Body agreed to the additional comment for inclusion. Ms. Rourke also welcomed the guidelines included on mental health and Athena Swan.

Mr. Paddy Malone referenced the M1 corridor and the AIRO report.

Mr. Fergal Smyth congratulated the VP SCD on the Draft Strategic Plan and referenced Learner Centre phrase and issues for students in relation to accommodation – should this be in the plan as we should look to alleviate accommodation difficulties for students. The VP SCD stated that it is in our Compact Plan and will be an important feature in the Campus Development Plan 2020-2030.

The President thanked the VP SCD for all her work on the Draft Strategic Plan 2020-2022 and that the plan is a huge credit to her. The Governing Body concurred.

### **Land and Buildings**

On a separate note Cllr. Kelly referenced Land and Buildings and asked the VPSCD if she had received plans from the Architects to display for staff to view. The VPSCD said she was still awaiting the plans from the Architects.

## **G.265. 7.1 Academic Council**

### **Academic Council Minutes No. 164 dated 20th June 2019**

The Minutes No. 164 were noted.

### **Academic Council Minutes No. 165 dated 27th September 2019**

The Minutes No. 165 were noted.

The Motions for Academic Council Minutes No. 164 and No. 165 were approved at the Governing Body meeting (G264) on the 25<sup>th</sup> November.

**G.265. 8.1 Land and Buildings Committee L&B05**

The Minutes of Meeting L&B05 dated 4th November 2019 were noted.

**G.265.9 Two replacements required for the Gender Equality Sub-Committee**

Cllr. Kelly nominated Mr. Glenn McCourt to the Equality Sub Committee to replace the late Cllr. Oliver Tully RIP. Ms. Rourke suggested the second nominee should be female. The second nominee replacement for Ms. Maguire is deferred to the next Governing Body meeting.

**G.265.10 AOB**

**Seal**

The Institute's seal was applied to Leasing documents for Walls Construction and tabled at the meeting. Ms. Antoinette Rourke sought clarification on the leasing document for Walls Construction.

**Bereavements**

Recent bereavements were noted. Minutes silence held.

**Meeting concluded at 17.40.**

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**Mr. Patrick W. Malone**

**Chairman**

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**Date:**