

**NOTES OF MEETING OF THE GOVERNING BODY**

**HELD ON MONDAY 25<sup>th</sup> NOVEMBER 2019 AT 16.00.**

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

**Declarations of Interest**

Nil

At the outset of the meeting, the Chairman, Cllr. Clifford Kelly introduced Mr. Paddy Malone, Chairperson Designate and extended a warm welcome to him and commented that the Institute is very fortunate to have a prominent businessman from Dundalk taking on the role of Chairperson. The Chairman on behalf of the Governing Body genuinely wished him very success in his new role.

The Chairman also welcomed Mr. Glenn McCourt, Student Union President to his inaugural meeting and wished him every success too.

The Chairman congratulated Ms. Sadie Ward McDermott on the recent conferring ceremony that he attended for apprentices.

**G.264.1 M.263 Minutes of the Meeting of Monday 21<sup>st</sup> October 2019**

The minutes of the Governing Body of 21<sup>st</sup> October were approved.

**Proposed by: Mr. Bill Sweeney;**

**Seconded by: Mr. Paschal McGuire**

**G.264.2 Matters Arising**

**G.263.8.9 HEA Compact – Self Evaluation Report and DkIT Strategic Planning.**

Ms. Maria Maguire referenced the following comment under the above heading: “*Members of the Committee were reminded that they are not representatives but rather nominees*”. She expressed concern about how the discussion was dealt with regarding the issue of nominees and Governing Body members.

Mr. Richard Crowley felt there was a complexity of language and training could have a role. The President said training could be organised for Governing Body.

### **G.263.10 AOB Mr. Crowley Statement**

Ms. Sadie Ward McDermott enquired about “...*timescale on the process to staff*” The President outlined that there have been various consultations and the schedule has been communicated to All Staff. The consultation process is ongoing and will be concluded in December.

Ms. Antoinette Rourke referenced the following minute under the above heading “*Mr. Crowley enquired as to who the Secretary of Governing Body is and where members can seek advice if required, as per the THEA Code of Governance. The President confirmed that this is done through his office*”. Ms. Antoinette Rourke stated that the Governing Body should formally seek clarification from the Dept of Education and Skills on whom they contact for legal advice/other advice for e.g. conflict of interest for Governing Body members.

### **G.264.3 Correspondence**

The Chairman, Governing Body informed Governing Body that he received a letter of Engagement from the Comptroller and Auditor General to be recorded in the minutes and given to the President’s Office to date stamp and keep on file.

### **G.264.4.1 Personnel Report**

Recent appointments were noted and confirmed.

Ms. Antoinette Rourke suggested that the motion that is currently in place for the President and Chairman or their nominees to approve the Personnel Reports before being presented to the Governing Body should be reviewed by the new Governing Body next year. The Chairman said that the motion was put in place to expedite appointments to avoid losing people appointed to posts due to the length of time between interviews and Governing Body meetings.

The Chairman brought Agenda Item G.264.6 forward for discussion. Mr. Stuart Quinn Financial Analyst joined the meeting at 4.30 p.m. to present the Draft Financial Statements 2017/18 and Draft Financial Statements 2018/19 for this item.

### **G.264. 6 Finance Audit & Risk Committee (FAR)**

#### **M.F. 194 Draft Financial Statements 2017/2018**

The Financial Analyst, Mr. Stuart Quinn gave a detailed review of the updated draft Financial Statements for 2017/2018 tabled at the meeting.

The Acting FAR Chairman, Mr. Bill Sweeny informed Governing Body that a Special FAR Meeting took place at 3.00 p.m. on Monday 25th November 2019 to review Internal Controls for 2017/18 and are tabled at this meeting for noting in the Draft Financial Statements 2017/2018 on page 5 under Item 8.

The Governing Body approved the Draft Financial Statements 2017/18 subject to no material changes.

**Proposed by: Ms. Maria Maguire;**  
**Seconded by: Ms. Sadie Ward McDermott;**  
**Voted on and agreed unanimously**

The President informed the Governing Body that he might have to call a special Governing Body meeting prior to the 16<sup>th</sup> December 2019 to sign-off the Financial Statements 2017/18 for submission to the Comptroller and Auditor General (C&AG).

**M.F. 194 Draft Financial Statements 2018/2019**

The Financial Analyst gave a detailed review of the draft Financial Statements for 2018/2019

**Proposed by: Michael Mulvey Ph.D.;**  
**Seconded by: Mr. Paschal McGuire.**  
**Voted on and all agreed and in favour.**  
**One member of Governing Body was absent when the voting took place.**

**M.F. 194.7 Capital Development Reserve**

The Acting FAR Chairman, informed the Governing Body that the FAR Committee at their meeting on the 19<sup>th</sup> November 2019 agreed to formally approve an additional €400k to be moved to Capital Development Reserve fund and to seek approval from Governing Body today.

**Proposed by: Michael Mulvey Ph.D.;**  
**Seconded by: Mr. Paschal McGuire;**  
**Voted on and agreed unanimously**

**Minutes of Meeting M.F. 192 dated 17<sup>th</sup> September 2019**

The minutes of the Finance, Audit & Risk Committee, MF. 192 were noted.

**M.F. 192.6 Fraud Policy recommended for adoption by the FAR Committee**

The Acting FAR Chairman informed the Governing Body that the Fraud Policy was presented at the FAR Meeting and he is recommending the Fraud Policy for adoption by Governing Body today.

**Proposed by: Ms. Sadie Ward McDermott;**  
**Seconded by: Mr. Paddy Matthews;**

**Minutes of Meeting M.F. 193 dated 29<sup>th</sup> October 2019**

The minutes of the Finance, Audit & Risk Committee, MF. 193 were noted.

Ms. Irene McCausland, Vice President for Strategic Planning, Communications & Development (VPSCD), Dr. Tom Dooley, Head of School of Engineering and Dr. Moira

Maguire, Head of Department for Centre for Learning and Teaching joined the meeting at 17.30 to give a presentation on the following item.

**G.264.5 Strategic Plan Presentation on Mission, Vision and Strategy for DkIT; Overview of the Feedback from the Consultation Process and Overview of the Draft Strategic Goals and Objectives**

Before the presentation began, the Chairman welcomed Ms. McCausland, Dr. Dooley and Dr. Maguire to the meeting.

Ms. McCausland commenced with a briefing update for Governing Body:

- Timeframe June – December 2019;
- Strategic Planning Process – 5 subgroups;
- Format of the consultations including written feedback by 29th November 2019;
- 35 Consultations planned – 19 completed and 16 in progress.

followed by a presentation from the President:

- DkIT proud record in its 50 year history;
- DkIT Graduate Pool, 1400 graduated this year;
- Strategic focus and DkIT Vision;
- Great location;
- What will DkIT /Future regional locus of HE look like in the future?
- Centrality of DkIT to North Leinster-South Ulster (NLSU) Education System
- Alliances, Designations, Partnerships, Centrality of DkIT.

Dr. Tom Dooley followed the President's presentation by briefing on the Aim of the changing landscape by the Ambition Subgroup consisting of Ms. Irene McCauland, Vice President for Strategic Planning, Communications & Development, Dr. Edel Healy, Head of School, Health and Science, Mr. Paschal McGuire, Governing Body and Prof. John Bristow was Chairman.

- Progress to date;
- Sub group meetings with the following:
  - Paul O Toole, Chief Executive Officer, HEA
  - Vincent Cunnane, President, LIT
  - Ciarán Ó Catháin, President, AIT
  - David Fitzpatrick, President, TU Dublin
  - Joseph Ryan, Chief Executive Officer, THEA
  - Tom Collins, former chair, Governing Body, DIT-ITB-ITT
  - Brian Doran, Principal, Southern Regional College
  - CUA: Brendan McCormack, President, ITS; Paul Hannigan, President, LyIT; Michael Hannon, President, GMIT; Martin Cronin, Chair, CUA

- DCU: Brian MacCraith, President, DCU; Daire Keogh, Vice-President DCU; Lisa Looney, Executive Dean of Engineering & Computing; Joseph Stokes, Dean of Graduate Studies; Michelle Butler, Executive Dean Science & Health
  - William Beausang, Head of Higher & Further Education Policy, Department of Education and Skills
- Findings to Date: Northern Ireland and DCU
  - Findings to Date: Technological University Consortia;
  - Meeting with Department of Education and Skills on the 12<sup>th</sup> November;
  - Findings to Date: Financial Funding;
  - Landscape Funding to date;
  - TU Specific funding to date;
  - Technological University Transformation Fund (TURN) Report;
  - Changing Landscape:
    - Goal 1: To achieve Technological University Status under the Technological Universities Act 2018 for DkIT;
    - Goal 2: To enhance the Institute's positioning within the North Leinster-South Ulster Region of Learning;

Dr. Moira Maguire followed Dr Dooley and briefed the Governing Body on the following goals including Research and Innovation on behalf of Dr. Tim McCormac, Head of Research and Mr. Aidan Browne, Head of Innovation and Development.

- Strategic Portfolio Review – Teaching and Learning including participation, access and equality of opportunity and student experience:
  - Goal 3: To maintain a high-quality, inclusive learner experience that supports all our learners, holistically and in their diversity, to achieve their potential
  - Goal 4: To foster the development of students as graduates, personally and professionally, who can contribute positively to society.
  
- Research and Innovation
  - Goal 5: Focus and drive research and innovation excellence in an enabling environment, which is internationally competitive and that has societal and economic impact.
  
  - 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.

- National and International Engagement
  - Goal 7: To increase the level of responsiveness to external organisations focusing on areas of academic excellence, flexible learning provision and research and innovation strengths.
  - Goal 8: To enhance and widen learner experience and global awareness by sustained development of inbound and outbound internationalisation.

The President followed Dr. Maguire's presentation to discuss the following:

- Organisational Development and Corporate excellence in the context of a Region of Learning
  - Goal 9: To promote Organisational Excellence, in a sustainable manner, through:
    - Effective governance, leadership and operational practices reflective of an agile and innovative organisation
    - Enhanced campus facilities and IT infrastructure/Systems
    - Enhanced brand awareness regionally, nationally and internationally.
  - Goal 10: To enhance the Institute's reputation as an organisation committed to equality for all students and staff reflected in:
    - Engaging and enabling staff through Continuous Professional Development
  - Athena Swan Accreditation
  - Compliance of the Public Sector Duty
  - Implementation the third Irish Language Scheme.

The Vice President for Strategic Planning, Communications & Development followed the President's presentation to brief Governing Body on the initial strategic planning consultation feedback.

- 35 Consultations (completed 19 and in progress 16);
- Initial Feedback Structure
  - Domains
    - Region
    - Context, Vision and Mission
    - Changing Landscape
    - Teaching and Learning and Student Experience
    - Research and Innovation
    - National and International Engagement
    - Organisational Excellence

- Stakeholder Groups to date
  - Guidance Counsellors
  - Students
  - NEFHEA
- Strategic Planning Process sets out to address two key questions:
  - (i) What does the region need?
    - Stakeholder Groups to date
    - Guidance Counsellors
    - Students
    - NEFHEA
  - (ii) What is best for DkIT?
 

North Leinster South Ulster – should we be placing the same emphasis on both? Bigger weight on Southern Side, Louth, Cavan, Meath, Monaghan, North Dublin – should it be equally balanced?
- Alliances, Designations, Partnership, Centrality of DkIT
  - TU is policy with “P”
  - Funding implications for the Institute given TURN is ring-fenced for TU/ TU Consortia
  - Financial Viability going forward if remain as an IoT
  - TU designation would support increased student numbers regionally and internationally
  - Fear of being “Left behind”/ Third Tier
  - DkIT is excluded from external interview panels, PRs, working groups etc and are thus missing shared learning experiences with peers.
  - DkIT is embedded in the region;
  - Critical we do not lose our uniqueness;
  - Strong support to engage with DCU
  - Strong support to engage with Cross Border
  - Priority should be TU
  - Options are not mutually exclusive.
- Feedback: Changing Landscape in the context of designations, alliances and mergers.
  - Unilateral Support/Commitment for DkIT to be part of a TU Consortia/TU with the process of identifying a partner commencing immediately and concluding by April 2020.
  - Strong support for further exploration and development of cross-border alliances
  - Strong support for further exploration and development of existing alliances with DCU and NEFHEA
  - Not seen as mutually exclusive but can all be worked in parallel.

- Resonating within the feedback. Responses for each of the Goals.

### **Goals 1 – 4 Strategic Portfolio Review, Teaching and Learning including Participation, Access and Equality of Opportunity and Student.**

- Support for “Student Success” as a theme but broadly defined, not just in the context of progression and completion but within the overall Learner Experience
- Support to focus strategically on the learner experience, recognizing that this is a strength of the Institute. The importance of support for wellbeing was emphasised.
- Blended learning. Acknowledged this was more evident in the part-time provision with question raised as to whether it should be incorporated into full-time programmes. Caution expressed in respect of ensuring 1st years have sufficient class time/lecturer contact.
- Broad agreement that a goal around “graduateness” was needed capturing employability but should also speak to community engagement and personal development.

### **Goals 5-6 Research and Innovation**

- Focus should not just be on prioritized research alone but also emerging areas
- Greater demonstration of coherence of strategy in terms of teaching and learning and engagement
- Research career paths.

### **Goals 7-8 National and International Engagement**

- Find language to reflect employers, volunteering, community, industry, external stakeholders
- Graduate attributes should be merged into the goals for teaching and learning and student experience
- Greater demonstration of coherence of strategy in terms of teaching and learning and research
- The goals should reflect a stronger wider internationalization agenda and not just on international markets.

### **Goals 9-10 Organisational Development and Corporate Excellence in the context of a Region of Learning**

- Strategic Goal should reflect commitment to equality and diversity rather than compliance
- Collapse Athena Swan, Public Sector Duty and Irish Language into one overarching strategic objective



- CPD continues to be a priority with the continuation of MALT but also smaller modules and upskilling courses as well as academic qualifications (TU metric)
  - Agreement on the need for IT systems for data collation, analysis and dissemination
  - Strategy to improve internal communications.
- Feedback from NEFHEA
    - Political and cultural cross-border challenges: Key area is progression from FE to HE
    - Need to re-invigorate
    - Importance of Progression Routes from FE-HE
    - Need to get the mapping of progression routes correct
    - Links with FE sector are crucial
    - Numbers in FET are increasing. Need seamless pathway to HE
  - Guidance Counsellors presented with a series of questions.
    - Strategic Focus over next 3 years
    - University Status
    - Institutes Strengths
    - How can we reach out better to their students
    - How best to engage
  - Students presented with a series of questions.
    - DkIT Brand
    - Views of DkIT before they came and now
    - How can we attract more students
    - Priorities for the new SP
    - Wider student experience
  - Number of Themes Emerging with underpinning Enablers (e.g. staff development, IT Systems etc)
    - Connectedness;
    - Identity;
    - Diverse Learners;
    - Messaging;
    - Staff and Students;
    - Sustainability.

The VPSCD provided a snapshot of the feedback in the presentation and thanked the Governing Body.

The Chairman thanked everyone involved with the presentation and a Q&A session followed from the members:

Ms. Sadie Ward McDermott thanked everyone for their presentation and asked the following:

Q. Apprenticeships – Crafts / New Programmes – where does the college see itself in these areas? Linking to finances/funding / additional needs? What percentage of students who are coming to IoT over the last 3 years from Northern Ireland? Also mentioned progression pathways. In Louth 2,500 FE learners and in Cavan/Monaghan similar numbers, we need to market more with emphasis placed on L7.

A. Dr. Dooley said that DkIT have been doing craft apprenticeships since the 70s. We are now concentrating moving craft apprenticeships to the next level. Also working with Cavan Meath Education Training Board. Have been looking for funding. Human Capital Initiative. DkIT has a good record for apprenticeships in DkIT.

A In relation to demand for services and increase in learners with additional needs a consultation was held earlier today with the Student Support Services. There are approx. 240 students from Northern Ireland.

Mr. Paddy Malone also thanked everyone for their presentation and commented as follows:

Q. Are DkIT getting a fair share of students from Cavan/ Monaghan area? Mr. Malone referenced M1 corridor and concept arose from 2040 Strategic Government Plan and positions Dundalk as strategically placed. Reflected on what the President said in the presentation, DkIT is in a prime location on the M1 corridor.

A. The President mentioned that DkIT are up against competition from DCU and Maynooth, they are both well-funded and have newer facilities. Transport is against us too. The Chairman also stated that students from Cavan/Meath are going to other colleges.

Mr. Richard Crowley also conveyed his thanks for the presentation and mentioned the following:

Q. TU Policy, Timing is critical in making a decision, TU Status by 2020/2022 ? During the Ambition landscape meetings that Ms. McCausland, Dr. Dooley and Mr. McGuire attended – is there any preference?

A. April 2020, meeting relevant consortia (TU Dublin, Connaught Ulster Alliance, Shannon Consortium). Process by the Leadership Team to

evaluate. A process will be carried out and consultations with staff. The Ambition landscape group did not pre-empt who DkIT would go with during their meetings. All possible consortia that the subgroup met “left the door open to DkIT”.

Ms. Antoinette Rourke also conveyed her thanks for the presentation and made the following comments:

Perception from Parents, undersell ourselves, fully supports Marketing Dept; need investment; welcome decision by the TURN report – leverage funding, digital learning/online, access all areas across the campus for students.

Ms. Maria Maguire fully supportive of the presentation and asked the following:

Q. Accommodation is an issue – fundamentally should be looking at this for students. A lot of students commute. Fully supportive with working with Northern Ireland college but how realistic is it, how much effort and reward will DkIT get?

A. Ms. McCausland said that we are looking at the accommodation issue. There is a HEA/Model in Limerick that is being considered.

Ms. Kitty Warnock said the presentation was very good and had pride in the college. She also commented that it is time to move to University status and felt that we are not showcasing ourselves enough. Also agreed about the issue with accommodation. Ms. Warnock stated that wonderful work has been done over the years and now looking forward to moving to the next stage.

The Chairman on behalf of himself and the Governing Body wished to thank all the presenters for their informative presentation conveyed to the members at the meeting.

Ms. Sile O’Connor was excused from the meeting at 18.30 and Ms. Kitty Warnock was excused from the meeting at 19.20.

The Chairman on behalf of the Governing Body thanked the President, Ms. McCausland, Dr. Dooley and Dr. Maguire for the informative presentation and for the amount of work undertaken. It was an excellent presentation.

## **G.264. 7**

### **Land and Building Minutes**

The minutes of the Land and Building Meeting L&B 04 dated 30<sup>th</sup> September 2019 were noted.

## **G.264.8.1**

### **Academic Council Motions**

#### **Motions agreed at Academic Council Meeting No. 164 dated 20<sup>th</sup> June 2019**

The President read the following motions at the meeting:-

**Motion 164.01**

That the Academic Council confirms the results of the Examinations as listed in the Examination Result Listing AC:DOC:164:02:01.

**Proposed by: Mr. Richard Crowley.;**

**Seconded by: Mr. Bill Sweeney.**

**Motion 164.02**

“That the Academic Council ratifies the panel reports and responses from the Centre for Excellence in Learning and Teaching Programmatic Review 2019 (AC:DOC:164:05:01).

**Proposed by: Michael Mulvey Ph.D.;**

**Seconded by: Cllr. Tomas Sharkey.**

**Motion 164.03**

“That the Academic Council approves the re-validation of the following programmes from the Centre for Excellence in Learning and Teaching.

*Master of Arts in Learning and Teaching*

*Postgraduate Diploma in Arts in Learning and Teaching*

*Certificate in Arts in Learning and Teaching*

*Certificate in Assessment and Feedback*

*Certificate in Higher and Professional Learning”*

**Proposed by: Michael Mulvey Ph.D.;**

**Seconded by: Mr. Bill Sweeney.**

**Motion 164.4 – Ann Mc Geeney Award withdrew**

**Motion 164.05**

“That the Academic Council ratifies the panel reports and School responses from the School of Engineering Programmatic Review 2019 (AC:DOC:164:10:01)(AC:DOC:164:10:02).”

**Proposed by: Michael Mulvey Ph.D.;**

**Seconded by: Mr. Paddy Matthews.**

**Motion 164.06**

“That the Academic Council approves the re-validation and validation (V) of the following programmes from the School of Engineering

*Master of Science in Renewable Energy Systems*

*Certificate in Renewable Energy*

*Certificate in Wind Energy*

*Certificate in Bio-Energy*

*Certificate in Solar Energy*

*Certificate in Ocean Energy*

*Bachelor of Engineering (Honours) (Common Entry)*

*Bachelor of Engineering (Honours) in Electrical and Electronic Engineering*

*Bachelor of Engineering (Honours) in Mechanical Engineering*

*Bachelor of Engineering (Honours) in Civil Engineering*

*Bachelor of Engineering in Electrical and Electronic Systems*  
*Bachelor of Science (Honours) in Engineering Entrepreneurship*  
*Bachelor of Engineering in Mechanical Engineering*  
*Certificate in Applied Electrical Engineering*  
*Bachelor of Engineering in Civil Engineering*  
*Bachelor of Science (Honours) in Civil Engineering*  
*Bachelor of Science (Honours) in Construction Project Management*  
*Bachelor of Science (Honours) in Architectural Technology*  
*Bachelor of Science (Honours) in Construction Management*  
*Bachelor of Science in Architectural Technology*  
*Bachelor of Science in Construction Management*  
*Bachelor of Science (Honours) in Building Surveying*  
*Bachelor of Science in Building Surveying (V)*  
*Certificate in Building Energy Management*  
*Higher Certificate in Property and Facilities Management*  
Exit Awards:  
*Postgraduate Diploma in Science in Renewable Energy Systems*  
*Bachelor of Engineering in Electrical and Electronic Engineering*  
*Higher Certificate in Engineering in Electrical and Electronic Engineering*  
*Higher Certificate in Engineering in Electrical and Electronic Systems*  
*Bachelor of Engineering in Mechanical Engineering Systems*  
*Higher Certificate in Engineering in Mechanical Engineering*  
*Higher Certificate in Engineering in Mechanical Engineering Systems*  
*Bachelor of Engineering in Civil Engineering Studies*  
*Higher Certificate in Engineering in Civil Engineering Studies*  
*Higher Certificate in Engineering in Civil Engineering*  
*Higher Certificate in Science in Architectural Technology*  
*Higher Certificate in Science in Construction Technology*  
*Higher Certificate in Science in Building Surveying”*

**Proposed by: Michael Mulvey Ph.D.;**  
**Seconded by: Ms. Antoinette Rourke.**

**Motion 164.07**

“That the Academic Council approve the appointment of the following External Examiners

Dr. Maria Noonan, University of Limerick  
**(BSc. (Hons) in Midwifery programme)**

Dr Anne Fallon, NUI Galway  
**(Higher Diploma in Midwifery programme and Certificate in the Recognition and care of the Acutely Ill Woman in the Maternity Services)**  
 Extension of Contract by 1 year.

**Proposed by: Michael Mulvey Ph.D.;**  
**Seconded by: Ms. Maria Maguire.**

**Motion 164.08**

That the Academic Council ratifies approval of the following programme (AC:DOC:164:14:01):

**School:** Business and Humanities

**Department:** Management and Financial Studies

**Programme:** *Certificate in Financial Services*

**Proposed by:** Michael Mulvey Ph.D.;

**Seconded by:** Ms. Sadie Ward McDermott.

**Motion 164.09**

That the Academic Council ratifies approval of the following programmes (AC:DOC:164:15:01):

**School:** Health and Science

**Departments:** Nursing, Midwifery and Early Years  
Agriculture, Food and Animal Health

**Programmes:**

**Department:** Nursing, Midwifery and Early Years

*Post Graduate Diploma in Advanced Professional Management of Aggression and Violence*

*Certificate in the Professional Management of Aggression and Violence in Health and Social Care Settings*

*Certificate in the Fundamentals of the Professional management of Aggression and Violence*

**Department:** Agriculture, Food and Animal Health

*Certificate in Fundamentals of Food Production Management*

*Certificate in Health and Safety (Manufacturing Industry)*

**Proposed by:** Michael Mulvey Ph.D.;

**Seconded by:** Mr. Bill Sweeney.

**Motion 164.10**

“That the Academic Council ratifies approval of the following programme: Certificate in Culinary Skills (60 Credit Special Purpose Award).”

**Proposed by:** Michael Mulvey Ph.D.;

**Seconded by:** Mr. Paddy Matthews.

**Motion 164.11**

“That Academic Council approve and adopt the following policies (AC:DOC:164:17:01)

in support of the BA (Hons) in Social Care’s validation by CORU:

1. Social Care Students Attendance Policy
2. Social Care Placement Attendance Policy
3. Fitness to Practise Policy
4. Statement on Fitness to Practise for Social Care Workers
5. Equal Opportunities Policy for Student Admissions

6. Social Care Placement Policies and Procedures.”

**Proposed by: Michael Mulvey Ph.D.;**

**Seconded by: Mr. Paschal McGuire.**

**Motion 164.11**

“That Academic Council approve and adopt the following policies (AC:DOC:164:17:01)

in support of the BA (Hons) in Social Care’s validation by CORU:

1. Social Care Students Attendance Policy
2. Social Care Placement Attendance Policy
3. Fitness to Practise Policy for Social Care
4. Statement on Fitness to Practise for Social Care Workers
5. Equal Opportunities Policy for Student Admissions
6. Social Care Placement Policies and Procedures.”

**Proposed by: Michael Mulvey Ph.D.;**

**Seconded by: Mr. Glenn McCourt.**

**Motion 164.12 DkIT Work Placement, Common Procedures Document - withdrew**

**Proposed by: Michael Mulvey Ph.D.;**

**Seconded by: Ms. Sadie Ward McDermott.**

**Motion 164.13**

“That the Academic Council ratifies the panel reports and School responses from the School of Informatics and Creative Arts Programmatic Review 2019 (AC:DOC:164:10:01)(AC:DOC:164:10:02).”

**Proposed by: Michael Mulvey Ph.D.;**

**Seconded by: Ms. Antoinette Rourke.**

**Motion 164.14**

**That the Academic Council approves the re-validation and validation (V) of the following programmes from the School of Informatics and Creative Arts.**

**Department of Creative Arts, Media and Music:**

*Master of Arts in Music Technology*

*Master of Science in Music Technology*

*Master of Arts in Traditional Music Studies*

*Bachelor of Arts (Honours) in Audio and Music Production*

*Bachelor of Arts (Honours) in Music*  
*Bachelor of Arts (Honours) in Creative Media*  
*BA (Honours) in Communications in Creative Multimedia*  
*Bachelor of Arts (Honours) in Film and TV Production*  
*Bachelor of Arts in Audio and Music Production (V)*  
*Bachelor of Arts in Creative Media*  
*Bachelor of Arts in Theatre and Film Practice*  
*Diploma in Composing for Games*  
*Certificate in Sound Design and Implementation for Interactive Media*  
*Certificate in Irish Traditional Music Studies*  
*Certificate in Digital Imaging and Data Wrangling*  
*Certificate in Entrepreneurship for the Creative Industries*

**Exit Awards:**

*Postgraduate Diploma in Arts in Music Technology*  
*Postgraduate Diploma in Arts in Traditional Music Studies*  
*Bachelor of Arts in Music*  
*Bachelor of Arts in Film and TV Production*  
*Higher Certificate in Arts in Music*  
*Higher Certificate in Arts in Audio and Music Production*  
*Higher Certificate in Arts in Film and TV Production*  
*Higher Certificate in Arts in Creative Media*  
*Higher Certificate in Theatre and Film Practice*

**Department of Computing Science and Mathematics:**

*Master of Science in Computing*  
*Bachelor of Science (Honours) in Computing in Cloud Computing*  
*Bachelor of Science (Honours) in Computing in Cloud and Data Centre Operations*  
*Higher Diploma in Science in Computing*  
*Higher Diploma in Science in Data Analytics*  
*Bachelor of Science in Computing*  
*Certificate in Foundations of Cloud Computing*  
*Certificate in Cloud Architecture (V)*  
*Certificate in Data Analytics*  
*Certificate in Mathematical and Computational Finance*  
*Certificate in Blockchain and Distributed Ledger Technologies*  
*Certificate in Programming*  
*Certificate in Networking and System Administration*

**Exit Awards:**

*Postgraduate Diploma in Science in Computing*  
*Higher Certificate in Science in Computing*

**Department of Visual and Human-Centred Computing:**

*Bachelor of Science (Honours) in Computing in Software Development*  
*Bachelor of Science (Honours) in Computing in Games Development*  
*Higher Diploma in Science in 3D Computer Animation*  
*Higher Diploma in Science in Augmented and Virtual Reality Development*  
*Certificate in 2D and 3D Digital Animation Production*



*Certificate in Universal Design*

**Exit Awards:**

*Bachelor of Science in Computing in Software Development*

*Bachelor of Science in Computing in Games Development*

*Higher Certificate in Science in Computing in Software Development*

*Higher Certificate in Science in Computing in Games Development”*

**Proposed by: Michael Mulvey Ph.D.;**

**Seconded by: Mr. Paschal McGuire.**

**Motions agreed at Academic Council Meeting No. 165 dated 27<sup>th</sup>  
September 2019**

The President read the following motions at the meeting

**Motion 165.01**

That the Academic Council confirms the results of the Examinations as listed in the Examination Result Listing AC:DOC:165:02:01.

**Proposed by: Michael Mulvey Ph.D.;**

**Seconded by: Mr. Paddy Matthews.**

**Motion 165.02**

“That the Academic Council ratifies the panel reports and School responses from the School of Business and Humanities Programmatic Review 2019 (AC:DOC:165:06:01)(AC:DOC:165:06:02).”

**Proposed by: Michael Mulvey Ph.D.;**

**Seconded by: Mr. Paschal McGuire.**

**Motion 165.03**

“That the Academic Council approves the re-validation of the following programmes from the School of Business and Humanities

Master of Business in Entrepreneurship and Marketing

Postgraduate Diploma in Business in Entrepreneurship and Marketing

Higher Diploma in Business in Business and Marketing

Bachelor of Business Studies (Honours) (PT)

Bachelor of Business Studies (PT)

Higher Certificate in Business Studies (PT)

Bachelor of Business (Hons) in Digital and International Business

Bachelor of Business in Business and Management

Bachelor of Business in Business and Technology

Higher Certificate in Business in Business and Management

Higher Certificate in Business in Business and Technology

Certificate in Lean Six Sigma (Green Belt)

Certificate in Business in Digital Marketing and Digital Media Management

Certificate in Employment Law

Certificate in Business Strategy  
 Certificate in Data Analytics for Business  
 Bachelor of Arts (Honours) in Accounting and Finance  
 Bachelor of Business (Honours)  
 Bachelor of Business Studies (Honours)  
 Bachelor of Arts (Honours) in Public Relations  
 Bachelor of Arts (Honours) in Global Marketing  
 Bachelor of Arts in Digital Marketing and Public Relations  
 Bachelor of Arts (Honours) in Youth Work  
 Bachelor of Arts (Honours) in Sport, Exercise with Enterprise  
 Bachelor of Arts (Honours) in Arts  
 Bachelor of Arts  
 Bachelor of Arts (Honours) in Arts International  
 Bachelor of Arts in Arts International  
 Bachelor of Arts (Honours) in Social Care  
 Bachelor of Arts in Community Youth Work  
 Bachelor of Arts in Sport, Exercise and Enterprise  
 Bachelor of Arts in Social Care (Exit Award)  
 Higher Certificate in Arts in Sport, Exercise and Enterprise  
 Higher Certificate in Arts in Social Studies  
 Higher Certificate in Arts  
 Higher Certificate in Arts in Youth Studies  
 Certificate in Foundation Studies  
 Certificate in Foundation Studies with Intensive English  
 Certificate in Pre-Sessional English  
 Certificate in Cultural Landscapes  
 Bachelor of Arts (Honours) in Hospitality Management  
 Bachelor of Arts (Honours) in Event Management  
 Bachelor of Arts (Honours) in Culinary Enterprise  
 Bachelor of Arts in Hospitality Management  
 Bachelor of Arts in Event Management  
 Bachelor of Arts in Culinary Arts  
 Higher Certificate in Arts in Culinary Arts  
 Higher Certificate in Arts in Hospitality Studies  
 Higher Certificate in Arts in Front Office Management and Business Administration  
 Higher Certificate in Arts in Event Studies  
 Certificate in Applied Business Development for Food Tourism  
**Proposed by: Michael Mulvey Ph.D.;**  
**Seconded by: Mr. Bill Sweeney.**

**Motion 165.04**

“That the Academic Council approve the appointment of the following External Examiners

Ms. Maggie Bennett -School of Nursing and Midwifery, Queens University Belfast.

Certificate in the Recognition and Management of the deteriorating Adult

Certificate in the Recognition and Management of the deteriorating Adult in the Emergency Department  
B.Sc. (Hons) in General Nursing

Ms Olive Corcoran - Athlone IT (One year Extension only)  
B.Sc. (Hons) in Mental Health Psychiatric Nursing  
Certificate in Psychosocial Interventions

Assistant Professor Carmel Doyle – Trinity College  
Certificate in Nursing Health Assessment and Intervention for Persons with an Intellectual Disability

Dr. Timmy Frawley – UCD  
Certificate in Psychosocial Interventions for Contemporary Professional Practice

Dr. Catrina Heffernan – IT Tralee  
B.Sc. (Hons) in General Nursing  
Certificate in Adult Respiratory Nursing Practice

Ms. Marian Quinn – Cork IT  
BA (Hons) in Early Childhood Studies”

Dr. Ronan Courtney – University of Limerick  
MSc external examiner

**Proposed by: Michael Mulvey Ph.D.;**  
**Seconded by: Cllr. Tomas Sharkey.**

**Motion 165.05**

“That the Academic Council approve the appointment of the following External Examiners

Ms. Marina Finn – Atkins  
B.Sc. (Hons) in Civil Engineering

Dr. Barry Mc Auley  
B.Sc. (Hons) in Civil Engineering

**Proposed by: Michael Mulvey Ph.D.;**  
**Seconded by: Ms. Antoinette Rourke.**

**Motion 165.06**

That the Academic Council ratifies approval of the following programmes (AC:DOC:165:09:01):

School: Business and Humanities  
Department: Business Studies  
Programmes:

Certificate in Management (Level 6; 10 credits)

Certificate in Communication Skills (Level 6; 10 credits)

Certificate in Introduction to Digital Marketing (Level 6; 10 credits)

Certificate in Accounting (Level 6; 15 credits)

Certificate in Marketing (Level 6; 15 credits)

Certificate in Management Fundamentals (Level 6; 20 credits)

**Proposed by: Michael Mulvey Ph.D.;**  
**Seconded by: Ms. Maria Maguire**

**Motion 165.07**

That the Academic Council ratifies approval of the following programmes (AC:DOC:165:10:01):

School: Informatics and Creative Arts

Department: Computing Science and Mathematics

Programmes:

Master of Science in Data Analytics

Postgraduate Diploma in Science in Data Analytics

**Proposed by: Michael Mulvey Ph.D.;**  
**Seconded by: Mr. Glenn McCourt.**

**Motion 165.08**

That the Academic Council ratifies approval of the following programmes (AC:DOC:165:11:01):

School: Informatics and Creative Arts

Department: Creative Arts, Media and Music

Programmes:

Bachelor of Arts in Musical Theatre

Higher Certificate in Arts in Musical Theatre

**Proposed by: Michael Mulvey Ph.D.;**  
**Seconded by: Mr. Paddy Matthews.**

**Motion 165.09**

That the Academic Council ratifies approval of the following programmes (AC:DOC:165:12:01):

School: Informatics and Creative Arts

Department: Department of Visual and Human Centred Computing

Programmes:

Bachelor of Science (Honours) in Augmented and Virtual Reality

Bachelor of Science in Augmented and Virtual Reality

Higher Certificate in Science in Augmented and Virtual Reality

**Proposed by: Michael Mulvey Ph.D.;**  
**Seconded by: Mr. Paschal McGuire.**

**Motion 165.10**

That the Academic Council ratifies approval of the following programme (AC:DOC:165:13:01):  
School: School of Health and Science  
Department: Nursing, Midwifery and Early Years  
Programme: Certificate in Psychosocial Interventions for Contemporary Professional Practice

**Proposed by: Michael Mulvey Ph.D.;**  
**Seconded by: Mr. Bill Sweeney.**

**Motion 165.11**

That Academic Council approves amendments and updates to the DkIT Work Placement Common Procedures document (AC:DOC:165:14:01)

**Proposed by: Michael Mulvey Ph.D.;**  
**Seconded by: Ms. Antoinette Rourke.**

**Motion 165.12**

That Academic Council approve the proposed update to the Annual Programme Board Monitoring Template Report to include Student Services (AC:DOC:165:15:01)

**Proposed by: Michael Mulvey Ph.D.;**  
**Seconded by: Mr. Paddy Matthews.**

**Motion 165.13**

“That the Academic Council approves the nominations for the Presidents Prizes for the conferring of awards 2019.”

**Proposed by: Michael Mulvey Ph.D.;**  
**Seconded by: Cllr. Tomas Sharkey.**

**G.264.9**

**Seal**

The Institute’s seal was applied to the following and noted.

<b>Project /Company</b>	<b>Date Used</b>
Leasing documents for Dealgan Clothing x 2	04/11/19
Leasing documents for TrustLabs Compliance Solutions x 2	19/11/19
Leasing documents for CAWT Innovation Recovery Project x 2	19/11/19
Leasing documents for SeaPark Consultancy x 2	19/11/19
Leasing documents for Overhaul x 2	19/11/19

**G.264.10 Technological University Process**

Ms. Antoinette Rourke referenced the earlier presentation on the Strategic Plan and enquired if the Governing Body need to formally give the President and Leadership Team approval to move forward to scope Technological University consortia. The Chairman said that for this to be proposed it would have to be an agenda item for it to be considered for discussion.

**G.264.11 AOB**

**THEA Code of Governance**

Ms. Maria Maguire referenced the THEA Code of Governance section where the Governing Body meet twice a year without the President in attendance. The Chairman stated that he is aware of this. The Acting FAR Chairman stated that the Finance Audit & Risk Committee have met without the President and internal staff.

Ms. Maguire informed the Governing Body that her term ends on the 11th December 2019, therefore, this is her last Governing Body meeting. She enquired on the following in relation to the THEA Code of Governance i.e. clear guidelines for future reference: who do Governing Body members contact to put on Item on the Agenda? The Chairman responded that the requests should go to the President's Office. Executive functions are through the President's Office. Mr. Richard Crowley commented there should be a separate role between the Secretary of Governing Body and the President's Office re procedural areas.

The Governing Body Chairman on behalf of himself and the Governing Body sincerely thanked Ms. Maguire for her contribution and support during her term on the Governing Body and wished her every success in the future.

**Gender Equality**

Ms. Antoinette Rourke referenced the Sally initiative and requested an update on Athena Swan for the next meeting. Ms. Rourke also requested a replacement on the Gender Equality Sub-Committee for Cllr. Oliver Tully RIP and in light of Ms. Maguire's term finishing the Chairman proposed that two replacements to the Gender Equality sub-committee should be an Agenda Item for the next Governing Body meeting.

Meeting concluded at 19.40.

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**Cllr. Clifford Kelly**  
**Chairman**

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**Date:**