

NOTES OF MEETING OF THE GOVERNING BODY

HELD ON TUESDAY 28th SEPTEMBER 2021 AT 10.00 A.M.

PRESENT VIA ZOOM IN THE BOARDROOM

Meeting commenced at 10.10 a.m.

Declarations of Interest

Nil

G.287.1 M286 Minutes of the Meeting of 27th July 2021

The minutes of the Governing Body of the 27th July 2021 were approved.

Proposed by: Ms. Sadie Ward McDermott

Seconded by: Ms. Brenda McGeeney

G.287.2 Matters Arising

Governing Body Strategy (TU) Project Governance and Oversight Committee

The Secretary to the Governing Body clarified a query raised by Mr. Aidan McKenna in the previous meeting re GBTU subcommittee minutes. Given draft minutes had been presented at previous meetings and the GBTU subcommittee meeting on 20 July was held after the Governing Body correspondence was circulated (7 days' notice prior to Governing Body meetings) it was therefore not included on the last meeting agenda. The draft minutes were included in the documentation circulated for this meeting.

Student Nominees to Governing Body

The Secretary to GB updated the members on the appointment of the 2 student union representatives.

G.287.3 Correspondence

None.

G.287.4.1 Personnel Report

Recent appointments were noted and confirmed.

G.287.5 Finance & Audit Risk Committee (FAR)

In the absence of the FAR Chairman and the Vice Chairman, the Secretary to GB updated members.

Minutes of Meeting M.F. 211 dated 20th July 2021

The minutes of the Finance, Audit & Risk Committee, M211 dated 20th July 2021 were noted.

The Secretary to the Governing Body provided a brief overview of the management accounts up to 31 August 2021. The input from the wider management teams in delivering an improved financial performance from that originally forecast was noted.

G.287.6 Land and Buildings Committee

L&B15 Minutes of Meeting dated 17th July 2021

The Minutes of Land and Buildings Committee L&B15 dated 17th July were noted.

L&B16 Draft Minutes of Meeting dated 14th September 2021

The Draft Minutes of Land and Buildings Committee L&B16 dated 14th September 2021 were noted.

G.287.7 Governing Body Strategy (TU) Project Governance and Oversight Committee

Dr. R Neavyn joined the meeting at 11.15 a.m. and updated the committee on the latest developments. It is envisaged that AIT/LIT consortium will be designated on the 1st October 2021.

It was agreed TU Subcommittee should convene a meeting next week; either on Tuesday 5th October or Thursday 7th October.

TUSG08 Minutes of Meeting dated 8th June 2021 [draft minutes presented at G.285]

The Minutes of the above subcommittee TUSG08 dated 8th June 2021 were noted.

TUSG09 Minutes of Meeting dated 15th June 2021 [draft minutes presented at G.285]

The Minutes of the above subcommittee TUSG09 dated 15th June 2021 were noted.

TUSG10 Draft Minutes of Meeting dated 20th July 2021

The Draft Minutes of the above subcommittee TUSG10 dated 20th July 2021 were noted.

TUSG11 Draft Minutes of Meeting dated 16th September 2021

The Draft Minutes of the above subcommittee TUSG11 dated 16th September were noted.

G.287.8 Seal

The Secretary to Governing Body read the details of the leases at the meeting and the Governing Body noted leasing documents with the institute seal.

Project /Company	Date Used
Leasing documents for Walls Construction x 2	20 th July 2021
Leasing documents for Overhaul x 2	16 th September 2021
Leasing documents for Integrated Aviation Systems x 2	16 th September 2021
Leasing documents for Digital Design and Consultancy Ltd x 2	16 th September 2021
Leasing documents for Advanced Medical Parts x 2	16 th September 2021

G.287.9 THEA Code of Governance Evaluation: Survey Monkey

G.285.11 Governing Body Self-Assessment (Appendix N) Evaluation Questionnaire

The Secretary of the Governing Body provided an overview of the discussions that were held during the FAR meeting on 21 September along with the selection criteria used to refine the areas for the FAR committee to review in further detail.

Anna Shakespeare clarified the delegation of responsibility by the Governing Body to the FAR Committee regarding self-assessment and that ultimate responsibility still remained with the Governing Body.

It was agreed the Chairperson of the Governing Body should be invited to the next FAR when further discussion will take place on the topic.

G.287.10 Outstanding documentation

The Secretary to Governing Body stressed the importance of those members who have not completed relevant documentation to prioritise same as a matter of urgency.

G.287.11 AOB

- The Chairman queried if School Liaison post had been filled. President confirmed substantive post holder had returned to his position.
- Dr. Tom Dooley brought to the member’s attention that it is 50 years, to the day, that DkIT accepted students on the apprenticeship programme. A brief discussion was had on the refurbishment works in the Carroll’s building allowing an increase in apprentice blocks to 60.
- The President wished to thank the entire staff for their excellent work in “restarting” the campus after one and a half years of students undertaking their education remotely. He noted the input of all those involved in this success. Dr. Tom Dooley also noted the work of academic staff over the past 18 months in providing continuity in teaching.

- Both the Chairperson and Cllr. Sharon Tolan wished to include the Guerin Report and Shared Island Reports on the next agenda. The President again noted the importance of the Drogheda region and current discussions with LMETB through Ms. Sadie Ward McDermott in this regard.
- Aidan McKenna queried accommodation challenges being faced by students. Dr. Sheila Flanagan VP Academic Affairs & Registrar explained it's a national issue and as such Dundalk is affected, especially the International Office. There is expected to be an increase in deferral of places due to accommodation and the Institute is hoping to widen transport links to the campus for e.g. a bus from the train station to facilitate students who may be forced to seek accommodation in the Fingal /Newry regions.
- Cllr. Nick Killian would not like to see competition with local authorities for accommodation and enquired if the Institute had explored possibilities of those perhaps wishing to rent a room in rural areas around the Dundalk region? It was suggested a presentation should be made to Louth County Council.
- Aidan McKenna requested this issue be included on the next Governing Body agenda with a report from Dr. Sheila Flanagan, VP for Academic Affairs & Registrar.
- Cllr. Nick Killian requested a tour of the campus and the President advised should any other members wish to join they were most welcome.
- The Secretary to Governing Body advised that Laptops would be sent to the Governing Body home/work addresses.

Bereavements

Recent bereavement were noted.

The Chairman thanked all members for their contributions and invited GB members to attend in person in October.

Meeting concluded at 11.51 a.m.

Patrick W. Malone, Chairman

Date: