

## **NOTES OF MEETING OF THE GOVERNING BODY**

**HELD ON TUESDAY 22<sup>nd</sup> FEBRUARY 2022 AT 10.00 A.M**

### **Via ZOOM**

Meeting commenced at 10.03 a.m.

#### **Declarations of Interest**

Nil

#### **G.292.1 M.291 Minutes of the Meeting of 25<sup>th</sup> January 2022**

The minutes of the Governing Body of the 25<sup>th</sup> January 2022 were approved.

**Proposed by: Mr. Bill Sweeney**

**Seconded by: Ms. Isabell Murphy**

#### **M.291 (B) Minutes of the Reconvened Meeting of 4<sup>th</sup> February 2022**

The minutes of the Governing Body of the 4<sup>th</sup> February 2022 were approved.

**Proposed by: Ms. Aprilanna Barker**

**Seconded by: Dr. Tom Dooley**

#### **G.292.2 Matters Arising**

The Chair states this was not being taken at this point.

The Chair proposed to suspend the holding of standing orders to discuss the recruitment of the position of the President.

**Proposed by: Mr. Patrick W. Malone**

**Seconded by: Mr. Bill Sweeney**

The Chair requested both the President and the Secretary to Governing Body to leave the meeting for this discussion.

The President left at 10.15 a.m.

The Secretary was subsequently asked to leave at 10:16.

#### **Position of Presidency**

There followed a briefing from the Chair on the deliberations of the subcommittee and the options to be considered by Governing Body.

The Chair introduced the Governing Body's legal adviser, who outlined the procedures for the filling of the position of President. Tom Dooley then proposed a motion on the setting up of a subcommittee to oversee the process. The motion was seconded by Isabel Murphy and unanimously agreed. The following were nominated to the subcommittee:

P Malone, A Shakespeare, S Ward McDermott, A McKenna, B Sweeney

The President and Secretary re-joined the meeting at 11.07 am.

**G.292.3 Correspondence  
LMETB correspondence in relation to appointment to vacancy on the Governing Body.**

The process for nominating members was discussed and various members stressed the need for nominations to be provided to LMETB in advance of the board meeting on Thursday, 26 February, from the nominating body.

**G.292.4.1 Personnel Report**

Recent appointments and progression were noted and confirmed by Governing Body.

**G.292.5 Finance & Audit Risk Committee (FAR)  
Minutes of Meeting M.F. 218 dated 18<sup>th</sup> January 2022**

The minutes of the Finance, Audit & Risk Committee, M.218 dated 18<sup>th</sup> January 2022 were noted.

The President reiterated the work in preparing a budget to the Governing Body and recommended it for their approval. The President stated he was absolutely satisfied with the scrutiny, process and preparation undertaken for the 2021/22 budget. He stated that all efforts have now been directed, over the past period, on developing the financial plan towards sustainability and surplus. The FAR Chair advised Governing Body a meeting will be held on 3 March with the Heads of School to gain a further understanding of student numbers, both existing and forecasted.

**Feedback from HEA Systems Governance on DkIT Annual Governance Statement 2019/20**

Noted.

**Athrú Report**

There was a discussion on the Athrú report based on various recommendations therein and agreed a summary would come forward detailing the steps taken to resolve these matters, some of which have been resolved to date.

The Chairs of both the Governing Body and FAR, President and Secretary agreed to meet in relation to this summary document.

### **HEA Regular Reporting Form**

The FAR Chair provided an overview of the Finance Audit and Risk comments and the report had been sent subsequent to the FAR meeting to all members.

**Proposed by: Mr. Patrick W. Malone**

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

### **Draft Annual Governance Statement 2020/2**

The FAR Chair advised the committee was not in a position to approve and a private session without members of the executive was held to discuss same.

## **G.292.6 Land and Buildings Committee**

### **L&B19 Minutes of Meeting dated 17th January 2022**

The Minutes of Land and Buildings Committee L&B19 dated 17<sup>th</sup> January 2022 were noted.

### **L&B20 Minutes of the Special Joint Meeting with FAR dated 4th February 2022**

The minutes of the Special Joint Land and Buildings Committee & Finance Audit & Risk Committee L&B20 dated 4<sup>th</sup> February 2022 were noted.

Dr. Tom Dooley outlined the strategic relevance and importance of PJ Carroll refurbishment. The Chair echoed these comments.

## **G.292.7 Governing Body Strategy (TU) Project Governance and Oversight Committee**

The minutes of the above subcommittee TUSG13 dated 25 November were noted.

### **Verbal Update of Meeting dated 15th February 2022**

Dr. Tom Dooley, Chairman of Governing Body Strategy (TU) Project Governance and Oversight Committee provided an update and the next steps arising from this meeting.

## **G.292.8 Pathway to Effective Surplus**

### **(i) Financial Position**

A discussion was had in relation to this pathway document with queries being raised on the measurability of these targets. The President advised the Governing Body this is an evolving plan and outlined the significant work completed to-date. He did however acknowledge there would be challenges in achieving the targets therein. As stated at previous meetings, some elements of the items required consultation through industrial relations process and these were ongoing as expeditiously as possible. The President also outlined some of the main components of any savings in the area of pay. Further analysis of non-pay was not planned given it was felt this would not yield any further material savings; the focus would be on income and payroll. The President also outlined initiatives being undertaken to bolster part-time income while also expanding on apprenticeship provision.

The President outlined that although targets are evolving they are realistic.

Mr. Hugh Nolan, VP FRD again advised the members of the income model, with a significant portion based on the previous year's student registration i.e. a portion of income for 22/23 has already somewhat crystallised.

Ms. Anna Shakespeare acknowledged the work being carried out and raised queries on how the current year deficit will be financed and attractiveness of an IoT currently generating a deficit.

Dr Tom Dooley noted the competitive landscape in which DkIT operate and again referred to the required buy in from the wider staff to any financial plan. He also referred to other IoTs who faced difficult financial situations and this did not preclude them from TU discussions.

Mr. Bill Sweeney echoed Dr. Dooley's comments noting the importance of buy in from staff when the Institute previously faced similar issues. He also noted the importance of a HEA representative previously and felt a similar advisor may be beneficial on this occasion.

**(ii) Student Number**

A presentation was shared with the Governing Body members on screen.

Dr. Sheila Flanagan provided a trend analysis of student numbers by programmes and academic year. Dr. Flanagan provided a summary of the findings and next steps therein.

Dr. Flanagan also advised the CAO applications have experienced a 2% decrease nationwide and also provided an update on international recruitment. Ms. Irene McCaulsand, VP SCD stressed the need to look at all opportunities across all student income sources and outlined possible significant opportunities in post graduate taught courses. The VP SCD felt a strategy would be required to address each of these areas.

Dr. Fiona Lawless provided a departmental perspective based on her own experience and advised staff are very much aware of drop in student numbers and are taking actions to address this.

Mr. Fergus Grimes outlined the possibility of part-time courses aimed at apprentices and drew from his own experience.

The Chair requested the document presented by Dr. Sheila be circulated to all members

**G.292.9 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.

**G.292.10 AOB**

### **Subcommittee Appointments**

- **Vacancy arises from Alec McAllister on Governing Body EDI subcommittee**

- **Vacancy arises from Cllr Sharon Tolan on Governing Body the Board of DKIT Sport Ltd; Governing Body Strategy (TU) Project Governance and Oversight subcommittee of Governing Body and Land & Buildings subcommittee of Governing Body.**

It was agreed that any vacancies on subcommittee be deferred until vacancies on the Governing Body have been resolved.

The Secretary to Governing Body sought Governing Body approval for him to be the representative of the Trustees for submission to the Charity Regulator's Office.

**Proposed by: Mr. Bill Sweeney**

**Seconded by: Ms Amanda Jane Gainford**

### **Bereavements**

Recent bereavement noted.

The Chair thanked members for attending the meeting.

Meeting concluded at 13.03.

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**Patrick W. Malone**  
**Chairman**

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**Date:**