



M. 303

**MINUTES OF MEETING OF THE GOVERNING BODY**

**HELD ON TUESDAY 21 MARCH 2023 AT 09:30 A.M.**

**VIA TEAMS & BOARDROOM, T.K. WHITAKER BUILDING**

**PRESENT VIA TEAMS IN THE BOARDROOM**

Mr Patrick W. Malone, Chairman  
Dr Diarmuid O'Callaghan, President  
Ms Amanda-Jane Gainford  
Mr Fergus Grimes  
Cllr Clifford Kelly joined at 09:39 a.m.  
Ms Marianne Lyons joined at 09:55 a.m.  
Mr Aidan McKenna joined at 09:45 a.m.  
Ms Isabell Murphy  
Ms Anna Shakespeare  
Mr Bill Sweeney

**APOLOGIES**

Ms Aprilanna Barker  
Ms Niamh Fallon  
Mr Eddie Maguire  
Ms Sadie Ward McDermott

**PRESENT VIA TEAMS**

Cllr Nick Killian joined at 11:03 a.m.  
Dr Fiona Lawless  
Ms Brenda McGeeney  
Cllr Damien O'Reilly joined at 10:00 a.m.

**IN ATTENDANCE IN THE BOARDROOM**

All agenda points:

Mr Hugh Nolan Secretary to the Governing Body ("Secretary") / Vice President for Finance, Resources & Diversity ("VP FRD")

Agenda points 8 – 14:

Dr. Breda Brennan Head of School of Engineering  
Dr. Sheila Flanagan Vice President for Academic Affairs & Registrar  
Dr. Edel Healy Head of School of Health & Science  
Prof. Fergal McCaffrey Head of School of Informatics & Creative Arts  
Ms. Irene McCausland Vice President for Academic Affairs & Registrar  
Dr. Patricia Moriarty Head of School of Business & Humanities

Agenda point 13:

Ms. Maire Gallen International Student Recruitment Manager

Meeting commenced at 09:32

**Declarations of Interest**

Nil

The Chair reminded members they could identify a possible conflict of interest at any stage during the meeting.

The Chair also brought members attention to time allocation as detailed on the agenda and asked members to be cognisant of this during the meeting.

- G.303.1 M.302 Minutes of the Meeting of 28 February 2023**  
The minutes of the Governing Body of the 28 February 2023 were approved.

**Proposed by: Isabell Murphy**  
**Seconded by: Bill Sweeney**

- G.303.2 Matters Arising**  
None.

- G.303.3 Correspondence**  
**Email from DFHERIS re DkIT Staff Position on Governing Body**  
The correspondence was noted.

- G.303.4.1 President's Report.**  
The President provided an overview of the President's Report drawing member's attention to numerous items. The report was noted.

**Personnel Report**

The President noted two academic staff progressing from Assistant Lecturer to Lecturer Grade as at 1 April 2023 and 1 July 2023. These were noted.

- G.303.5 Finance & Audit Risk Committee ("FAR")**  
**Minutes of Meeting M.F.230 dated 21 February 2023**  
The minutes of the Finance, Audit & Risk Committee (M230) dated 21 February 2023 were noted.

The FAR Chair provided a verbal update of the main points arising from the meeting on 14 March 2023 (M231).

Tender Report for Landscape Maintenance

The FAR committee recommended a tender for landscaping maintenance.

**Proposed by: Patrick W. Malone**  
**Seconded by: Fergus Grimes**

#### New FAR Member

The FAR Committee requested approval from Governing Body for Ms. Celine McAnenly, to replace Mr. Aidan McKenna as a second external member of the FAR Committee. This appointment will result in 50:50 gender balance.

**Proposed:       Isabell Murphy**  
**Seconded:       Clifford Kelly**

#### **G.303.6       Land and Buildings Committee**

The Minutes of Land and Buildings Committee L&B26 dated 14 February 2023 were noted.

The Land & Buildings Chair provided a verbal update of the main points arising from the meeting on 7 March 2023.

#### **G.303.7       Academic Council Minutes No. 184 dated 9 December 2022**

The Minutes of Academic Council Minutes No. 184 dated 9 December 2022 were noted.

#### **G.303.8       February 2023 CAO Data**

Dr. Sheila Flanagan, Vice President for Academic Affairs & Registrar, provided a PowerPoint presentation on the data received from the CAO at 1 February 2023. This is the first / provisional snapshot of possible recruitment for the academic year 2023/24.

Dr Flanagan stressed these are interim figures. An overview was provided of programmes with increases and decreases in CAO first preferences. Dr. Flanagan also provided an overview of programmes that will not run in September due to poor demand, both historical and current.

Q&A session ensued with the Governing Body to include the following areas:

- International students and their inclusion in these figures.
- Current work underway by the Marketing Team.
- Programmes with shared modules and the number of first years required for any programme to be viable.
- Challenges on comparing year by year as a result of COVID-19 pandemic.
- New programmes under development/due to commence.

#### **G.303.9       School of Engineering**

Dr Breda Brennan, Head of School of Engineering, provided a presentation on the structure of the school along with some pertinent information on projected student number recruitment for the academic years 2023/24, 2024/25 & 2025/26.

Q&A session ensued with the Governing Body to include the following areas:

- Possible reduction in future entry routes to streamline and clarify programmes within the School of Engineering.
- Ability to leverage postgraduate programmes to undergraduate students and further utilise staff skills set.

- Increase in the interest of offshore wind energy and the Institute's skillset in this area.
- Move from Heat Pumps to Solar PV Panels.
- OEM Apprentices and the possibility of an industry forum.

#### **G.303.10 School of Health & Science**

Dr Edel Healy, Head of School of Health & Science, provided a presentation on the structure of the school along with some pertinent information on projected student number recruitment for the academic years 2023/24, 2024/25 & 2025/26.

Q&A session ensued with the Governing Body to include the following areas:

- DkIT is the only TU/IOT to offer Midwifery.
- School position as a leader and preferred training partner.
- Engagement with Industry is ongoing and reflective via focused / targeted part-time programmes.
- Adjunct Lecturer title.
- Possibility of HEA/HSE in funding additional nursing places.

#### **G.303.11 School of Informatics & Creative Arts**

Prof Fergal McCaffrey, Head of School of Informatics & Creative Arts provided a presentation on the structure of the school along with some pertinent information on projected student number recruitment for the academic years 2023/24, 2024/25 & 2025/26.

Q&A session ensued with the Governing Body to include the following areas:

- Challenges in relation to postgraduate offerings as a result of a demand for graduates within industry.
- The work of the research centres developing standards, specifically NSAI.
- Possibility to build additional links with international bodies.
- Further integration of the three academic departments within the School.

#### **G.303.12 School of Business & Humanities**

Dr Patricia Moriarty, Head of School of Business & Humanities provided a presentation on the structure of the school along with some pertinent information on projected student number recruitment for the academic years 2023/24, 2024/25 & 2025/26.

Q&A session ensued with the Governing Body to include the following areas:

- "2+2" approach with FE.
- Previous engagement with Monaghan Institute of Further Education.
- Process of developing programmes and programmatic review.
- The importance of mentions and not necessarily first preferences when it comes to reviewing CAO data
- Planned growth of postgraduate offering

#### **G.303.13 International Students**

Ms Maire Gallen, International Student Recruitment Manager provided a presentation on the demand for DkIT programmes in both the EU and non-EU. Ms

Gallen provided an overview of the regions students are recruited from, both historically and where the Institute have identified emerging demand.

Q&A session ensued with the Governing Body to include the following areas:

- Enquires and automation of queries originating from the website.
- Possible benefits of new CRM system.
- Yield/return from various markets and the process around this.
- Cost of recruiting international students.
- Recruitment of students from Northern Ireland. Challenges of delays of Leaving Cert results being issued on this cohort of students.

**G.303.14 Programmes & Budget Report – March 2023**

The Institute prepared an annual budget for the current financial year and following two financial years, on a consolidated basis. These projections have been reviewed in detail with the FAR Committee along with being socialised with the HEA.

The VP FRD provided a presentation highlighting any areas where variances for the November projections have been identified or are likely to occur.

Q&A session ensued with the Governing Body to include the following areas:

- Alternative income sources from alumni.
- Cyclical nature of cash balances within the sector.
- Underfunding of state pay awards.
- Objectives that must be achieved by the institute and the overall uplift of student numbers.
- The ability of the Institute to reduce payroll given the sector and the possible ability to transfer skillset between departments.

The Programmes and Budgets were approved by Governing Body.

**Proposed by: Bill Sweeny**  
**Seconded by: Clifford Kelly**

**G.303.15 Seal**  
None.

**G.303.16 AOB**  
None.

**Bereavements**

Recent bereavements noted and a minutes silence held.

Meeting concluded at 13:18.

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**Patrick W. Malone**  
Chairman

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**Date:**