

MINUTES OF MEETING OF THE GOVERNING BODY

HELD ON TUESDAY 27 JUNE 2023

Via TEAMS & BOARDROOM, T.K. WHITAKER BUILDING

PRESENT VIA TEAMS IN THE BOARDROOM

Mr. Patrick W. Malone	Chairman – temporarily left at 11:04 and re-joined at 11.31 and temporarily left at 11:50 and re-joined at 12:06
Dr. Diarmuid O’Callaghan	President
Cllr. Clifford Kelly	Vice Chairman (acting Chair for the duration Mr. Patrick W Malone was absent)
Mr. Fergus Grimes	
Mr. Aidan McKenna	joined at 10:39
Ms. Anna Shakespeare	
Mr. Bill Sweeney	
Ms. Sadie Ward McDermott	

PRESENT VIA TEAMS

Ms. Aprilanna Barker	
Cllr Damien O’Reilly	joined at 10:09
Ms. Marianne Lyons	joined at 10:12

APOLOGIES

Ms. Amanda-Jane Gainford
Dr. Fiona Lawless
Ms. Brenda McGeeney

IN ATTENDANCE IN THE BOARDROOM

Mr. Hugh Nolan,	Vice President Finance, Resource and Diversity / Secretary to Governing Body
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Agenda point 1:

(joined at 10:00 and left at 10:44)

Dr. Emma Carroll	Head of Student Counselling Services
Ms. Melissa Mackin	Student Counsellor

Agenda points 4 & 5:

(joined at 10:45 and left at 11:50)

Dr. Edel Healy	Head of School of Health & Science
Ms. Irene McCausland	Vice President for Strategic Planning, Communications & Development (“VP SCD”)

Meeting commenced at 10:03.

The Chair advised members he would unfortunately have to step out for some elements of today's meeting due to a prior commitment. The Chair requested Cllr. Clifford Kelly to Chair the meeting in his absence. The Chair apologised to members and stressed the prior engagement was also in relation to DkIT with his attendance being required.

Declarations of Interest

Nil

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

G.305.1 Mental Health and Ending Sexual Violence

Dr. Emma Carroll (Head of Student Counselling Services) and Ms. Melissa Mackin (Student Counsellor) attended the meeting to provide the Governing Body with the annual progress report from the Mental Health and Ending Sexual Violence Steering Group.

Q&A session ensued to include the following points:

- Benefits of "signposting"
- Inclusion of this in the induction programme for incoming students
- Remit of policy; staff, students etc.
- The need to be trauma informed
- Approach being taken for training and participation.

Numerous members congratulated both Dr. Carroll and Ms. Mackin. The Chair expressed the full support of the Governing Body on these matters.

Dr. Emma Carroll and Ms. Melissa Mackin left the meeting at 10.44.

G.305.2 Draft Minutes of Meeting G304 held on 25 April 2023

The minutes of the Governing Body of the 25 April 2023 were approved.

Proposed by: Bill Sweeney

Seconded by: Sadie Ward McDermott

G.305.3 Matters Arising

None.

G.305.4.1 Executive Board Report

Dr. Edel Healy, Head of School of Health & Science, and Ms. Irene McCausland, Vice President for Strategic Planning, Communications & Development, ("VP SCD") joined the meeting at 10.45.

The President, alongside Dr. Edel Healy and Ms. Irene McCausland, provided Governing Body members with an overview of recent discussions with various HEIs. They also provided an overview of potential next steps. Numerous members provided their input and feedback on the verbal update provided.

Ms. Sadie Ward McDermott queried the role of Governing Body Strategy (TU) Project Governance and Oversight Committee. The President advised members this would need to be considered in line with any potential future discussions. The Secretary and President would revert to the both Chairs on this matter.

Dr. Edel Healy and Ms. Irene McCausland left the meeting at 11:50.

The President provided an overview of the Executive Board Activity Report included in member's pack.

Personnel Report

Recent appointments and progressions noted by the Governing Body.

G.305.5

Strategic Planning Process

The current Strategic Plan (2020-2023) ends in December 2023. The Strategic Planning Process for the development of a new five year Strategic Plan (2024- 2028) is currently underway.

The VP SCD walked members through the plan drawing attention to the three-phase planning process. Various timing issues were discussed to include the Governing Body transition and the need to ensure a Strategic Plan has been formalised before the process of Programmatic Review formally commences.

Governing Body noted the Strategic Planning Process.

G.305.6

Finance & Audit Risk Committee (FAR)

Minutes of Meeting M.232 dated 18 April 2023

The minutes of the Finance, Audit & Risk Committee, M232 dated 18 April 2023 were noted.

Minutes of Meeting M.233 dated 23 May 2023

The minutes of the Finance, Audit & Risk Committee, M233 dated 23 May 2023 were noted.

Verbal Update of Meeting dated

The FAR Chair provided a verbal update of the main points arising from the meeting on Tuesday, 20 June 2023.

Draft Financial Statements for the year ended 31 August 2022

The VP FRD walked members through the most pertinent disclosures in the financial statements and advised these had been slightly adjusted since adopted by the FAR Committee. Clearance is expected to issue in the coming days from the C&AG.

The Governing Body approved the draft financial statements, in line with the recommendation from FAR.

Proposed by: Fergus Grimes

Seconded by: Aidan McKenna

Fixed Asset Disposal Schedule x 2

The Governing Body approved the fixed asset disposals, August 2022 to February 2023, in line with the recommendation from FAR.

Proposed by: Sadie Ward McDermott
Seconded by: Anna Shakespeare

G.305.7 Land and Buildings Committee Draft Minutes of Meeting L&B28 dated 19 April 2023
The Minutes of Land and Buildings Committee L&B28 dated 19 April 2023 were noted.

The Land & Buildings Chair provided a verbal update of the main points arising from the meeting on 22 May 2023.

G.305.8 Academic Council Minutes
Academic Council Minutes No. 184S dated 14 February 2023
The Academic Council Minutes No. 184S, dated 14 February 2023, were noted.

Academic Council Minutes No. 185 dated 24 February 2023
The Academic Council Minutes No. 185, dated 24 February 2023, were noted.

Academic Council Minutes No.186 dated 28 April 2023
The Academic Council Minutes No. 186, dated 28 April 2023, were noted.

Academic Council Minutes No.187 dated 26 May 2023
The Academic Council Minutes No. 187, dated 26 May 2023, were noted.

G.305.9 Transition & Nominations Committee (“T&N”)
Minutes of Meeting T&N003 dated 12 April 2023
The Minutes of T&N003, dated 12 April 2023, were noted.

Minutes of Meeting T&N004 dated 3 May 2023
The Minutes of T&N004, dated 3 May 2023, were noted.

Verbal Update on Meeting T&N005 dated 6 June 2023
The T&N Chair provided a verbal update of the main points arising from the meeting on Tuesday, 6 June 2023.

Correspondence from Minister Simon Harris
Governing Body noted correspondence from Minister Simon Harris.

Procedures for the appointment of a Governing Body for DkIT
Governing Body adopted the Procedures for the Appointment of a Governing Body, in line with the recommendation from the T&N Committee.

Proposed by: Anna Shakespeare
Seconded by: Sadie Ward McDermott

G.305.10 EDI Committee
Minutes of meetings EDI 007 dated 16 December 2022
The Minutes of EDI007, dated 16 December 2022 were noted.

Minutes of meetings EDI 008 dated 9 February 2023.
The Minutes of EDI008, dated 9 February 2023 were noted.

Verbal Update on Meeting dated 8 June 2023

In the absence of the EDI Sub-committee Chair, the VP FRD provided a verbal update of the main points arising from the meeting on Thursday, 8 June 2023.

Updated Terms of Reference.

The Terms of Reference were amended slightly at the meeting on 16 December to reflect the additional Action Plans being developed by the Institute based on sectoral initiatives.

Governing Body adopted the updated Terms of Reference, in line with the recommendation from the EDI Committee.

Proposed by: Clifford Kelly

Seconded by: Bill Sweeney

Second HEA National Review of Gender Equality in Irish Higher Education Institutes

The VP FRD provided members with an overview of the document and the need for this to be considered in line with the upcoming Athena SWAN accreditation. Member's attention was drawn to the recommendations and indicators in Section 8 of the report.

Governing Body adopted the document, in line with the recommendation from the EDI Committee.

Proposed by: Clifford Kelly

Seconded by: Bill Sweeney

Anti-Racism Principles of for Irish Higher Education Institutions

The VP FRD again provided an overview of the documents enclosed and updated members on the ongoing work across the sector in developing Race Equality Action Plans.

The VP FRD also drew member's attention to the upcoming Diversity Week and advised member's calendar invites would issue shortly.

Governing Body adopted the Anti-Racism Principles document, in line with the recommendation from the EDI Committee.

Proposed by: Clifford Kelly

Seconded by: Bill Sweeney

G.305.11 Seal

The seal was assigned and noted by Governing Body

G.305.12 Schedule of Meetings

The Secretary to Governing Body will send calendar invites in line with the proposed meeting dates:

- Tuesday – 3 October 2023
- Tuesday – 7 November 2023

G.305.13 AOB

Correspondence from Mr. Pairic Duffy (Remember the Pioneers)

Correspondence from Mr. Pairic Duffy (Remember the Pioneers) was noted and the Governing Body referred the matter to the President for consideration by the Executive Board.

Student Representatives

The Chair advised members this was the last meeting of the Student representatives as their term comes to an end on 30 June. 2023. The Chair wished to thank both members for their contribution and wished them well in their future endeavours.

Meeting concluded at 12.42.

Patrick W. Malone
Chairman

Date: