

Meeting commenced at 10:02.

Declarations of Interest

None

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

G.306.1

Student Recruitment

The President made reference to a presentation at the recent Finance, Audit & Risk meeting on 18 July by Dr. Sheila Flanagan, Vice President for Academic Affairs & Registrar. This presentation detailed the latest CAO data given the 'Change of Mind' window has come to an end.

Dr Sheila Flanagan summarised the presentation made to the Finance Audit & Risk Committee noting the following points:

- Round A: Increase in the number of acceptances based on the previous years.
- Round 0: Previous quotas removed on a range of programmes resulting in earlier engagement with the Further Education Sector. It is envisaged this will result in an increase in acceptances.
- Round 1: Referred to sectoral work carried out on leaving certificate timelines and although recent developments are welcomed, additional work is required to align with the Northern Irish timeline.
- International: Increase in the number of confirmed offers however caution was advised due to the requirement for these students to secure a visa.
- Additional places: Launch of a new campaign earlier in the calendar aimed at reassuring students of their options. The intention is to release Available Places on 31 August 2023 (1 day after round 1 offers).

Question and answer session followed on the CAO July data and how this may convert into registered students. Both the President and VP FRD provided an overview of the CAO system and the complexities therein.

Dr. Sheila Flanagan also referenced recent work carried out by the Examinations Office in relation to progression from one year of study to another. Progression is broadly in line with the previous year however Dr. Flanagan reminded members progression can be programme specific and therefore no clear conclusion can be drawn at present.

Finally, Dr. Flanagan provided an overview of a benchmarking exercise carried out by her office in conjunction with various schools and departments in order to align the number of delivery hours to those across the technological sector.

Mr. Bill Sweeny referred to Prof Fergal McCaffery's clear examples at the recent FAR meetings of how these changes are being operationalised in the School of Informatics & Creative Arts.

Dr. Fiona Lawless provided members with an overview of initiatives as a result of the feedback received from Leaving Cert students on Maths Papers 1 & 2.

Cllr. Clifford Kelly noted the strong relationships with Cavan Monaghan ETB in recent years and this can be attributed to Dr Flanagan’s participation on the Board of that organisation.

The Chair thanked Dr. Flanagan for her time and presentation this morning.

Dr. Flanagan left the meeting at 10:48.

G.306.2 M.305 Minutes of the Meeting of 27 June 2023

The minutes of the Governing Body of 27 June 2023 were approved.

Proposed by: Bill Sweeney

Seconded by: Isabell Murphy

G.306.4 Matters Arising

The President updated members on a meeting held between Ms Sadie Ward McDermott (Chair of Technological University Project Governance and Oversight Subcommittee), Mr. Patrick Malone (Chair of Governing Body), Mr Hugh Nolan (Secretary to Governing Body) and himself with regard to the need to convene a meeting of the TU Governance and Oversight Committee. Both Chairs felt there was no need to organise a meeting at present and the situation would be held under review.

G.306.4.1 Executive Board Report

The President drew member’s attention to the most pertinent Executive Board activity since the last meeting. A conversation ensued and the President addressed queries members had regarding the next steps on various matters.

Personnel Report

Recent appointments and progressions were noted.

The President drew member’s attention to panels being formed with recruitment dependent on student numbers and other matters, as discussed earlier in the meeting.

G.306.5 Finance & Audit Risk Committee (FAR)

Minutes of Meeting M.F. 234 dated 20 June 2023

The minutes of the Finance, Audit & Risk Committee, M.234 dated 20 June 2023 were noted subject to a minor adjustment.

The FAR Chair provided a verbal update of the main points arising from the meeting on Tuesday, 18 July 2023.

Tender Report x 4

3-year contract for photocopying and printing

Tender to appoint a supplier to provide printing and photocopying services to the Institute for an initial period of 3 years. There is an option to extend for three further 12-month periods (up to a maximum six years).

The Governing Body approved this tender, based on the recommendation of FAR.

Proposed by: Aidan McKenna
Seconded by: Fergus Grimes

3-year contract for canteen and catering facilities

Tender to appoint canteen services and for the use of the Institute's canteen facilities. The tender is for 36 months with an option to extend by 24 months.

The Governing Body approved this tender, based on the recommendation of FAR.

Proposed by: Damien O'Reilly
Seconded by: Nick Killian

Construction of Gas Storage Facility

This project would have two separate works elements, mainly the construction of the new gas storage facility in existing carpark and associated services diversions and new gas trench.

The Governing Body approved this tender, based on the recommendation of FAR.

Proposed by: Fergus Grimes
Seconded by: Marianne Lyons

Falkner & Engineering Drawing Rooms Roof

Tender to appoint a supplier for a roof refurbishment project. This project involves the Faulkner and South Building Roof - re-roofing works and mechanical plant installation with associated electrical works.

The Governing Body approved this tender, based on the recommendation of FAR.

Proposed by: Fergus Grimes
Seconded by: Aidan McKenna

Policies:

Corporate Procurement Plan

The Corporate Procurement Plan was last reviewed by FAR and Governing Body in July 2022. The Plan has been updated for Circular 05-2023 (increasing procurement thresholds).

The Governing Body approved this policy, based on the recommendation of FAR.

Proposed by: Aidan McKenna
Seconded by: Fergus Grimes

Travel, Subsistence & Expense Policy

The Travel, Subsistence & Expenses Policy presents a set of guidelines and procedures to be applied when authorising or undertaking travel on behalf of DkIT.

The Governing Body approved this policy, based on the recommendation of FAR.

Proposed by: Damien O'Reilly
Seconded by: Isabell Murphy

Gifts & Hospitality Policy

The Gift & Hospitality Policy provides details of the principles to be applied when organising and authorising gift and hospitality expenditure on behalf of DkIT.

The Governing Body approved this policy, based on the recommendation of FAR.

Proposed by: Isabell Murphy

Seconded by: Fergus Grimes

Purchasing Card Policy

The Purchasing Card Policy is a set of guidelines and procedures to be applied when authorising and undertaking purchases using the purchasing card.

The Governing Body approved this policy, based on the recommendation of FAR.

Proposed by: Clifford Kelly

Seconded by: Fiona Lawless

Petty Cash Policy

The Petty Cash Policy outlines the procedures for the management and administration of the petty cash system within DkIT.

The Governing Body approved this policy, based on the recommendation of FAR.

Proposed by: Nick Killian

Seconded by: Clifford Kelly

Consultancy Policy Update

Update on any potential conflicts of interest along with a recommendation whether, or not, the Consultancy Policy requires to be updated.

The Governing Body approved noted the memo and approved the recommendation thereon, based on the recommendation of FAR.

Proposed by: Clifford Kelly

Seconded by: Aidan McKenna

G.306.6

Land and Buildings Committee

Minutes of Meeting L&B29 dated 22 May 2023

The minutes of Land and Buildings Committee L&B29 dated 22 May 2023 were noted.

The Land & Buildings Chair provided a verbal update of the main points arising from the meeting on 13 July 2023.

The President also updated members on a meeting he had with Irene McCausland Vice President of Strategic Planning, Communications and Development and a Property Advisor regarding developments in relation to the Ice Dome.

G.306.7 Transition & Nominations Committee (“T&N”)
Minutes of Meeting T&N005 dated 6 June 2023
The minutes of T&N005 dated 6 June 2023 were noted.

The T&N Chair provided a verbal update of the main points arising from the meeting on Thursday, 13 July 2023.

Ms. Anna Shakespeare will now assume the role of Chair of the Subcommittee given Mr Aidan McKenna’s resignation from Governing Body.

Both the Secretary to Governing Body and the Chair drew member’s attention to the enclosed Governing Body Members Brief and Governing Body Chairperson Brief and advised members he would forward a digital copy after the meeting.

G.306.8 Seal
The Institute’s seal was noted by the Governing Body

G.306.9 Correspondence from Dr. Alan Wall, CEO of the HEA, dated 30 June 2023
The Secretary to Governing Body outlined the clarification of where the HEA will draw guidance from in relation to governance matters. This correspondence provides a good overview of the governance structures in place between the HEA and the HEI’s.

The Governing Body noted this correspondence.

G.306.10 EDI Presentation
The VP FRD introduced the EDI Officer Donna O’Connor who joined the meeting for the presentation.

The VP FRD provided members with some data on the diversity of our staff and students for the year 2022. This data plays an important part of Gender Action Plans and Athena Swan reaccreditation. The VP FRD provided an update on the next steps in the advancement of equality and equity across the college.

Questions and answers session ensued and members welcomed and noted the level of work ongoing across the campus on various initiatives. The VP FRD thanked the EDI Officer and their predecessor for the immense work carried out over the past year.

The Governing Body noted the presentation.

G.306.11 AOB
Cllr Clifford Kelly noted this would be Aidan McKenna’s last meeting and wished to thank him for his immense input since his appointment. Numerous members concurred and the Chair wished Aidan all the best going forward.

Bereavements
Recent bereavement were noted and a Minutes silence was held.

Meeting concluded at 12.38.

Patrick W. Malone
Chairman

Date: