

MINUTES OF INAUGURAL MEETING OF THE GOVERNING BODY

HELD ON TUESDAY 12 DECEMBER 2023 @ 10.00 A.M.

BOARDROOM, T.K. WHITAKER BUILDING

Present in the Boardroom

Prof. Thomas (Tom) Collins	Chair of the Governing Body
Dr. Diarmuid O'Callaghan	President
Ms. Ann Marie Lacey	
Ms. Anna Shakespeare	(left at 11:46)
Ms. Antoinette Rourke	
Mr. Bill Sweeney	
Ms. Ciara O'Shea	
Mr. Eoin Clarke	
Mr. Fergus Grimes	
Dr. Fiona Lawless	
Ms. Holly Lambe Sally	
Dr. Jennifer Brennan	
Mr. Patrick W. Malone	
Mr. Patrick McCormick	
Mr. Richard Hanlon	

In attendance for all agenda items in the Boardroom:

Mr. Hugh Nolan	Vice President Finance, Resource and Diversity / Secretary to the Governing Body
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In attendance for agenda points 2 & 3:

Ms. Irene McCausland	Vice President for Strategic Planning, Communications and Development ("VP SCD") joined at 10:10 and left at 11:51
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Meeting commenced at 10:09

The Chair convened the meeting and asked all members to provide a brief introduction.

Declarations of Interest

Nil

G.309.1

Ministerial Nominees

Deferred, awaiting nominees from the Minister's Office.

G.309.2 Overview of DkIT

The President, Dr. Diarmuid O’Callaghan, provided a ‘state of nation’ style overview of the Institute.

A questions and answers / discussion session ensued.

G.309.3 Update on the Strategic Plan 2024 - 2028

The VP SCD provided members with an overview of the progress made to date in drafting a new Strategic Plan for the period 2024 – 2028. The previous Governing Body have been briefed on the process and progress to date.

The VP SCD advised members further consultation is underway and this was not a final version of the Strategic Plan. Members were asked to consider this presentation and revert with any feedback at a future meeting.

A questions and answers / discussion session ensued around the topics of the ‘North East Region’, University designation, predominate catchment area for the Institute, recruitment from Northern Ireland and the input / ‘voice’ of the student and staff bodies.

G.309.4 Appointment of a Deputy Chair

The Governing Body appointed Ms. Anna Shakespeare as Deputy Chair.

Proposed by: Patrick W Malone

Seconded by: Antoinette Rourke

G.309.5 Subcommittees

The Governing Body appointed Chairs of the following subcommittees / subsidiaries:

Finance: Mr. Patrick W. Malone

Proposed by: Bill Sweeney

Seconded by: Fergus Grimes

Audit, Risk & Compliance: Mr. Bill Sweeney

Proposed by: Jennifer Brennan

Seconded by: Patrick W. Malone

Land & Buildings: Ms. Ann Marie Lacey

Proposed by: Antoinette Rourke

Seconded by: Fergus Grimes

EDI: Dr. Jennifer Brennan

Proposed by: Ciara O’Shea

Seconded by: Fiona Lawless

Nominations: Ms. Anna Shakespeare

Proposed by: Patrick W. Malone

Seconded by: Bill Sweeney

D Connect DAC: Mr. Richard Hanlon

Proposed by: Bill Sweeney

Seconded by: Ciara O'Shea

DkIT Sport: Bill Sweeney

Proposed by: Fergus Grimes

Seconded by: Fiona Lawless

Members were requested to advise the Secretary of at least one subcommittee they wish to sit on that would be aligned to their skill base, competency or experience before the next meeting of Governing Body. The Secretary advised all subcommittees will need be gender balanced (no more than 40% of any one gender).

The Secretary also advised the Terms of Reference of the sub-committees would need to be reviewed and potentially updated at the first meeting of the various subcommittees.

G.309.6 Governing Body Dates

The circulated calendar outlines draft dates for Governing Body meetings for the year 2024. Sub-committees meeting dates have been included in this calendar however these will need to be re-considered once subcommittees have been fully constituted.

Also, once subcommittee dates have been finalised a work-plan for 2024 will come forward to Governing Body.

In the absence of subcommittees being constituted there would be no meetings thereof in January 2024.

G.309.7 Draft Minutes of Meeting G308 held on 7 November 2023

The Draft Minutes G308 dated 7 November 2023 were approved.

Proposed by: Bill Sweeney

Seconded by: Patrick W. Malone

G.309.8 Matters Arising

None.

G.309.4.1 Recruitment

Personnel Report (tabled at meeting)

Recent appointments were noted by Governing Body.

The Secretary and President advised Governing Body Members historically acted as Chair on all interview panels. This applied to all positions, irrelevant of the grade, and was driven by the Regional College Act 1992.

As part of a review of the Recruitment and Selection Policy the Executive are proposing, in the absence of a Governing Body member as Chair, the President would nominate a Chair for each panel (in line with the circulated draft document).

Mr. Malone noted this has historically been an onerous task for Governing Body members and supported the proposal coming forward. Numerous other members concurred with the proposal.

Based on the feedback of members the Secretary would continue to develop the policy and revert back to the Governing Body.

G.309.10 Academic Council Minutes

Minutes of Meeting 189 dated 29 September 2023

The Academic Council Minutes Ref 189 dated 29 September 2023 noted.

Minutes of Meeting 189S dated 16 October 2023

The Academic Council Minutes Ref 189S dated 16 October 2023 noted.

The President advised two members of the Governing Body were historically appointed to sit on Academic Council. Ms Antoinette Rourke provided a background to this process, which she understands has been in place since circa 2010.

The President also advised, in his experience, the appointment of Governing Body members to the Academic Council was not aligned with the sector. Furthermore, the membership of Academic Council appears misaligned with the sector.

It was suggested by the Governing Body that the constitution is reviewed by Academic Council in advance of establishment of the next Academic Council in 2024. Two specific areas mentioned were the legislative context, which has changed significantly since 2016, and membership.

In the interim the Governing Body will not be making an appointment to Academic Council.

G.309.11 Funding the Future

[HEA Grant Allocation \(e-mail dated 17 February 2023\)](#)

[HEA Grant Allocation \(Summary Table\)](#)

The Governing Body noted the allocations along with the requirements of Funding the Future.

G.309.12 AOB

Mr Paddy Malone referenced the recent visit by Prof. Jocelyn Bell Burnell to the Institute and noted the event was a significant success. The Governing Body wished to note their appreciation of Prof. Bell Burnell's attendance at the event.

Bereavements

Recent bereavements were noted and a minute's silence was held.

Meeting concluded at 13:33.

Prof Tom Collins, Chair of the Governing Body

Date

Governance Training

Michael Kelly (Governance Ireland) provided governance training for members after the meeting has concluded. Topics covered included the principles of good governance, governance frameworks, duties of charity trustees and the role of subcommittees.