DUNDALK
INSTITUTE OF TECHNOLOGY
INSTITIÚID TEICNEOLAÍOCHTA
DHÚN DEALGAN

M. 274

NOTES OF SPECIAL MEETING OF THE GOVERNING BODY

HELD ON TUESDAY 1st SEPTEMBER 2020 AT 10.00 A.M.

VIA ZOOM AND CROWNE PLAZA

The meeting commenced at 10.00 a.m. with the Governing Body Chairman welcoming everyone to the meeting via ZOOM including Dr. Alan Wall, CEO, HEA and Mr. Tim Conlon, Head of Policy and Strategic Planning, HEA. The Governing Body Chairman also welcomed Mr. Taidgh Kavanagh to his inaugural meeting as Male Student Representative.

Declarations of Interest
Nil

G.274.1   Discussion with Dr. Alan Wall, CEO, HEA followed by Q&A.

Dr. Alan Wall, CEO, HEA gave a briefing of the HEA's proposed offer to provide a resource to Dundalk Institute of Technology in light of recent discussions with TUD, CUA, AIT/LIT Consortia.

The HEA will fund a resource to assist the Institute in reviewing its current positons in relation to the metrics.

The resource identified currently reports to the CEO, HEA.

The resource would also liaise with DkIT Management and the CEO, HEA The CEO, HEA is making a genuine attempt to assist with the Institute becoming a TU. In addition, the HEA is assisting in allowing the Institute become a member of TURN.

Members of the Governing Body expressed their concerns at the current situation re TU status.

The CEO, HEA stipulated his intention to remove this isolation and assist to achieve TU status in developing relationship and mapping to achieve this status.

TURN will allow the Institute to explore for funding relationships.

Mr. Tim Conlon, Head of Policy and Strategic Planning, HEA stated that Relationship Building is a very important factor for the Institute in relation to other consortia.

No Timescale stipulated but indicated all parties agreed to conclude as soon as possible.

The resource will be funded in total by the HEA thorough TUTF process.

The CEO HEA clarified that TU process was for Southern Institutes only. Any North/South links is a political issue and outside his remit.

The CEO HEA also stated that the Institute working with the resource may attract more than one consortia interest in merging with DkIT.

All Governing Body members and personnel present agreed a unified approach by Governing Body, Staff and Students is vital for achievement of TU.

Other matters raised with CEO, HEA and Mr. Conlon from Mr. Taidgh Kavanagh included:

- Postgraduate difference - were Students disadvantaged in Institutes compared to TUs? The CEO, HEA stated that he does not think there is any issue at the moment, as only one TU is formed with a second commencing.
- E-Journal. Mr. Taidgh Kavanagh enquired about e-journal online. Mr. Conlon, Head of Policy and Strategic Planning HEA stated that is currently funded in total by Universities. The HEA are working on a model for the third level sector and in particular, COVID-19 has brought this to the fore.

The CEO, HEA concluded that the HEA to develop a route to achieve TU status and proposed resource would assist in this matter and the Institute brining clarity to the route going forward and engaging other consortia re the aim for TUs.

The Chairman Governing Body thanked Dr. Alan Wall and Mr. Tim Conlon for their briefing to the Governing Body and appreciated the proposals put forward.

Dr. Wall and Mr. Conlon were excused at 10.45 a.m.

Discussion followed and Mr. Aidan McKenna due to the urgency suggested calling a meeting prior to the 29th September (as stated in the Agenda circulated). Following a discussion, Governing Body concurred with the following proposal.

Dr. Fiona Lawless proposed that the Governing Body accept Dr. Alan Wall's proposal to the meeting.

Proposed by: Dr. Fiona Lawless

Seconded by: Mr. Aidan McKenna

Voted and agreed unanimously

The President to write to the CEO, HEA to inform him that the Governing Body accepts his proposal.

G.274.2 **Updated Presentation on the Final TURN submission by Dr. Tim McCormac, Head of Research**
Dr. Tim McCormac, Head of Research gave his presentation on Technology University Transformation Fund Application (TUTF) "Accelerating DkIT's Technology University Trajectory".

The powerpoint presentation was emailed to Governing Body members yesterday.

Outlined the following:

- Introduction to "Technology University Transformation Call 2020"
- Proposal Overview – Key Aim and Work-packages
- Project Management and Implementation
- Budgets and Costings

To accelerate DkIT's upward trajectory towards Technology University Status

- A detailed assessment of the TU readiness of the Institute;
- Institute reflection on how DkIT's TU trajectory maps onto the dynamic landscape;
- Meeting the 4% TU target for the number of postgraduate research students;
- 45% of academic staff possess a level 10 or equivalent professional qualification;
- Increasing the competitiveness and sustainability of the research agenda through dedicated support structures;
- Enriched learner experience by implementation of digital T&L infrastructure;
- Improving the FE to HE progression possibilities for our region

Governance and Management – WP1 & WP2 – Project Management & TU Readiness.

Research Capacity Building – WP3 to WP7

- Increasing our PhD cohort to 115-118 by mid 2023 - "4% TU Target"
- Increasing staff qualifications to level 10, approx. 12 staff over 3 years - "45% TU Target"
- Senior Research Positions aligned with our two Research Institutes of strength - "increasing our R&I metrics"
- Dedicated support staff roles in the R&I support units - "increasing our R&I metrics and supporting our research community"
- Roll out of professional training programme aligned to national researcher career framework -   "producing the future research leaders to maintain our competitive edge

Communications and Stakeholder Engagement – WP8 – FE to HE provision

- Work package WP8 is building upon our successful 2019 Landscape "Region of Learning" submission to FE to HE provision within our region.

Digitisation and IT Infrastructure – WP9
A key requirement for TUs, as stated in the TURN report, is that priority must be given to new modes of learning specifically the implantation of an integrated digital infrastructure to allow a blended approach to teaching.

- The key enabling infrastructure to allow the development of online provision in the submission includes:
- Hardware elements (e.g. server infrastructure, network, firewalls)
- Software elements with a focus on discipline specific software tools to enable remote learning and online labs across all academic schools (e.g. increased moodle VLE capacity)
- On line electronic resources through library (e.g. EBooks, Electronic Databases and Journals*)
- Key additional support staff within the Centre for Teaching and Learning (CELT) and academic schools

Project Management and Implementation

Project Manager – Dr Tim McCormac
Project Management Team – comprised of a range of internal stakeholders.
Key elements
- Ongoing project monitoring – deliverable attainment and financial management
- Reporting (internal and external)
- Communication to DkIT staff and student bodies

Cost Categories Year 1 and Year 2

Conclusion

In summary, the TUTF proposal contains a number of important elements, including;

- Proposal aligns with TURN report and the Strategy for Higher Education 2030
- Targeted and prioritised approach with 9 work-packages costed against 4 of the possible 8 TUTF categories
- Substantial "Value for Money" – over 3 years 50/50 approx. cost share thereby presenting a strong business case for investment
- Real and attainable deliverables in appropriate timeframe (e.g. PhD cohort, Staff qualifications, increased R&I competitiveness, FE to HE provision, Blended learning infrastructure)
- Professional management and governance structure to ensure

Q&A followed the presentation by the Head of Research. A member referenced earlier conversation and enquired who the resource assigned by the HEA would report too? The Head of Research said that the resource would work with the Project Team and Governing Body.

Another member of the Governing Body asked for a copy of Survey results, as they are all new members. The VP SCD will circulate.

The Governing Body Chairman thanked the Head of Research for his presentation.

G.274.3   Personnel Report

Recent appointments were noted and confirmed.

A brief discussion followed in relation to the appointment and job description/ contract. The President stated that staffing is an executive function and not within the remit of Governing Body. A request for a bio to be circulated to Governing Body subject to the appointee accepting the offer. The Chairman will send a Bio if the offer is accepted.

Noted also that there were some technical issues during the meeting.

Meeting concluded at 12.45 p.m.

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Patrick W. Malone   Date:
Chairman