Minutes of the Governing Body Meeting – 12 March, 2025

Present:	David Holohan (Chairperson)*, David Smith (President), Ruth Barry, Turlough Conway, Bernadette Costello, Dr Eimear Cotter, Dr Gráinne Kirwan, Owen Laverty, Siobhan Lynch*, Prof Paul Moore*, Brian Mulligan, Peter O'Brien, Colm O'Callaghan*, Eva Perez
Apologies:	Dr Cormac Deane, Anne Ferris
Absent without Apology:	Lavender Jane Gartlan, Simone James, Diana Moldoveans
In Attendance:	Michael Farrell (Interim Secretary), Sinead Keane, Niamh Clifford (Item 9.1), Elizabeth Stunell
	*Attendance via MS Teams

This meeting took place in the Boardroom, Roisin Hogan House, IADT, with remote attendance being facilitated via the MS Teams Platform – IADT Governing Body Group. Attendance for the meeting was monitored throughout the meeting by the Interim Secretary to the Governing Body, and the Recording Secretary to the Governing Body. The meeting commenced at 12.00 pm, and concluded at 1.35 pm.

The Chairperson welcomed Sinead Keane – Governance Lead – to the meeting. Sinead Keane will provide governance support to the Governing Body as part of her remit.

1. **Adoption of Agenda**
   The Agenda was adopted as circulated.

   Proposed: Chairperson
   Seconded: B. Costello

2. **Conflicts of Interest**
   No conflicts of interest were reported regarding items for discussion on the agenda for this meeting.

3. **Adoption of Minutes of the Meeting of 8th January 2025 (including for Publication)**
   The Minutes of the Meeting of 8th January 2025 were approved (including approval for publication).

   Proposed: Chairperson
   Seconded: R. Barry

4. **Matters Arising**
   No matters arising.

5. **Correspondence**
No correspondence.

6. **President's Briefing**
Circulation of the President's Briefing to Governing Body was noted and a number of key points form the Briefing were highlighted by the President.

6.1   National Strategic Update

- **CAO Application Numbers** – media coverage in relation to national trends showing a 9% growth in CAO applications was noted and welcomed. However within the trend data, there has been a significant national reduction in applications in areas of Arts and Humanities-based programmes. IADT's overall application numbers have increased in the region of 9%, with strong application numbers being received for programmes in the Film, Animation and Psychology disciplines with new programmes launched for the first time this year also receiving strong numbers of applications with high preferences. It is expected that IADT's student numbers will increase by 100+ students this year which was welcomed by the Governing Body. A strong marketing campaign is planned in the lead up to the CAO Change of Mind deadline of 1st July. National trend data has shown a strong shift towards STEM-based programmes, which has had a significant impact on applications to programmes within the Department of Humanities and Arts Management. IADT has taken the regrettable decision to close two programmes which have seen a decline in applications and student numbers over the past number of years. However new programmes are in development at present. A new Programme Development Unit has been established which will ensure that effective market research is carried out ahead of investment in programme development, and to identify new and emerging discipline areas in which IADT can offer new programmes. Opportunities for programme growth in the area of Creative Industries was highlighted, as was the potential for collaborative engagement with other HEIs on the island of Ireland.

6.2   Strategy Implementation

- **Review of Organisational Structures** – the President has received the interim report from Crowe on the review IADT's Organisational Structures and will review the report in detail over the coming days. Recommendations include the need for IADT to rebalance the distribution of staff and student numbers among academic departments, and for a redistribution of areas of responsibility within the Executive Team. Crowe have also recognised the importance of academic research and embedding research within the academic department structure. Crowe have provided an interim briefing for the Executive on key findings from the consultation process.
- **Objectives and Key Results** – the Executive is currently meeting on a fortnightly basis to review ongoing progress on the delivery of OKR targets, and will also meet shortly to undertake a full 1st quarter review on progress for 2025.

6.3   Risk Management
No items to note.

7. Governing Body – Deloitte Review – Follow-up

7.1 Explanatory Cover Sheet

Circulation of a number of papers and draft templates for future documentation was noted by the Governing Body, and an overview of the purpose of the reformatted drafts was provided by the Interim Secretary. The aim of the changes being proposed to document templates is to address concerns raised during the Governing Body Effectiveness Review and subsequent Report prepared by Deloitte. A more detailed meeting schedule mapping out the likely items for discussion at the various meetings of the Governing Body has been proposed. Work has also been undertaken to align the meeting schedule being proposed for the Governing Body, with key areas of work for the Institute's Executive and Management Team. In addition, the Interim Secretary has undertaken a review of the Reserved Functions of the Governing Body mapping them to the relevant legislation. Where possible, duplication of reserved function provisions has been eliminated with a reduced number of discrete reserved functions being proposed. A reordering of the Agenda has also been proposed and implemented for the current meeting, placing items for discussion and agreement earlier within the meeting agenda. It is also proposed that items for 'noting' will be discussed by exception.

Members of the Governing Body were requested to review the proposed document templates and to send any feedback to the Recording Secretary for the Governing Body for collation and onward forwarding to the Interim Secretary. The revised set of documents will be proposed for adoption at the next meeting of the Governing Body. In relation to members of the Governing Body who wish to have items raised on the Agenda, it was requested that these items be notified to the Chairperson of the Governing Body two weeks prior to the upcoming meeting. The need to review the Standing Orders for Governing Body was also noted. The Governing Body thanked the Interim Secretary for the work which has been undertaken on behalf of the Governing Body to address issues raised within the Deloitte Report.

7.2 Draft Documents
  7.2.1 Revised GB Reserved Matters (Document 1)
  7.2.2 Proposed Agenda Format (Document 2)
  7.2.3 Revised Cover Sheets X2 (Document 3)
  7.2.4 Sample Agenda (Document 4)
  7.2.5 Draft Annual Governing Body Calendar (Document 5)

See Item 7.1 above.

8. Technical Approvals
8.1 Bank Accounts
No changes to IADT's Bank Accounts.

8.2 Property Rentals
The following Media Cube Licenses were approved:

- Sinoclix Digital Marketing Agency t/a The Chic Tote Company

Proposed: O. Laverty
Seconded: Grainne Kirwan

8.3   HR Appointments

No appointments to note.

9.   Governing Body Resolutions

9.1   The Governing Body Approves the IADT Protected Disclosures Policy (2/2025)

Niamh Clifford – HR Manager – was in attendance for this item. Circulation of the updated IADT Protected Disclosures Policy was noted by the Governing Body. The HR Manager provided an overview of the key updates made to the Policy. The Protected Disclosures Policy has been updated to ensure that the Policy is compliant with updates to legislation. The Policy presented has also been reviewed by IADT's Data Protection Officer, and by legal advisors to the Institute. IADT's Governance Lead Sinead Keane will be responsible for ensuring procedures are in place as set out within the Policy. IADT's updated Privacy Statement has been circulated to staff over the past week and a link to the updated Privacy Statement will be included within the published Protected Disclosure Policy. With the agreed addition of a link to the updated Privacy Statement, the IADT Protected Disclosures Policy was approved by the Governing Body:

Resolution 2/2025 was adopted by the Governing Body.

Proposed: T. Conway
Seconded: E. Perez

10.   Governing Body Committees and Academic Council

10.1   Academic Council – Minutes of the Meeting of 9th December 2024 and 13th January 2025

Circulation of the Academic Council – Minutes of the Meeting of 9th December 2024 and 13th January 2025 were noted by the Governing Body. An overview of matters discussed by Academic Council was given by the President. Academic Council noted that the pilot rollout of Semesterisation has been mostly positively received by students and staff. Dr Selina Guinness has been appointed as Chairperson of the Teaching and Learning Committee following the retirement of Dr Therese Moylan from IADT. The Illustro repository has been successfully implemented and is being managed by staff in the Library. The 5-yearly cycle of Programmatic Reviews undertaken by each academic department within the Institute will commence in early 2026. Work to develop a Linked Provider Framework to allow IADT to validate appropriate qualifications offered within the Further Education Sector is in progress. A number of policies to support work in the area of suicide prevention have been adopted. In relation to risks associated with the use of Artificial Intelligence tools by students in the preparation of work for assessment, the Governing Body was again assured that IADT's academic staff work to ensure that assessment processes are robust and are mindful of the risks to academic integrity related to inappropriate use of AI in the preparation of assessment work. Students are also reminded of the need to cite any resources used in the preparation of their work. The appropriate policies are being developed in relation to the use of AI and will be considered at a future meeting of the Academic Council. The potential for the positive use of AI in relation to business intelligence and academic work was also noted.

10.2 Audit and Risk Committee – Minute of Meeting of 25th November 2024, and Summary Report of the Meeting of 19th February 2025

Circulation of the Audit and Risk Committee – Minute of Meeting of 25th November 2024, and Summary Report of the Meeting of 19th February 2025 were noted by the Governing Body. An overview of matters discussed at the Audit and Risk Committee was given by the Chairperson of the Committee. The Audit and Risk Committee has reviewed and approved the IADT Protected Disclosure Policy. Progress is being made to agree a revised layout for the Management Accounts which are considered by the Audit and Risk Committee on a regular basis. The Audit and Risk Committee has met with Deloitte to receive an update on progress in implementing recommendations made during the Internal Audit process.

11. Equality, Diversity and Inclusion Implications

- IADT's first cohort of students to undertake the Creative Pathways programme developed specifically for students with intellectual disabilities have now commenced their studies at IADT.
- A number of events were held on campus to mark International Women's Day.
- The positive impact of IADT having campus bases within the town of Dún Laoghaire were noted.
- The implementation of Semesterisation has been generally positively received by staff and students.
- The potential for both positive and negative impacts of the use of Artificial Intelligence both by students in preparing assessment work and by the Institute in terms of business intelligence, were noted.

The next meeting of the Governing Body will take place on 14th May 2025.

Signed: _____   Date: _____
          David Holohan