

CONFIDENTIAL

**MATTERS TO BE REPORTED OF THE MEETING OF AN BORD C.N.E.D., HELD ON TUESDAY 12
APRIL 2022 AT 11am ON ZOOM AND IN PERSON IN THE DIRECTOR'S OFFICE, NCAD, 100 THOMAS
STREET, DUBLIN 8**

PRESENT

VIA ZOOM: Dr Richard Thorn, Chairperson
Dr Patsey Bodkin
Claire Dowling
Frederick Goltz
Bill Harris
Jane McDaid
Christine O'Donovan
Sinéad Ryan

IN PERSON: Professor Sarah Glennie, Director

APOLOGIES: Taffina Flood
Sarah O'Connor

IN ATTENDANCE: Dr Siún Hanrahan, Interim Head of Academic Affairs & Research
Leone Karakus, NCAD Staff Observer
Gerry McCoy, Secretary
Amy O'Hanlon

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It was agreed by An Bord to record these meetings on Zoom and that the recordings would be deleted following the approval of the minutes.

1. MEETING OF AN BORD WITHOUT EXECUTIVE: (AGENDA ITEM 1):

Members of An Bord did not meet without members of the executive present at this meeting.

2. DECLARATION OF CONFLICT OF INTEREST: (AGENDA ITEM 2):

There were no conflicts of interest.

3. CHAIRPERSON (AGENDA ITEM 3):

3.a. An Bord Internal Self Evaluation Report:

Gerry McCoy gave a presentation on the An Bord Internal Self Evaluation Report which will be shared following the meeting with support documentation referenced in the presentation.

In the round the report gave an overall satisfaction level in the mid 80% and a small number of procedural issues were raised and addressed and will be reviewed over the coming year.

3.b. Code of Governance Annual Review:

The Code of Governance checklist was presented and noted. A general discussion followed regarding appropriateness of the 2016 Code of Governance. It was noted that there are updates to the IUA code which reflect current legislative changes. It was agreed that later in 2022 a review shall take place to investigate whether changing codes of governance is now appropriate for the college. The formal adoption of a new code will require a formal approval by An Bord.

3.c. Government Appointment of a new member of An Bord

The submissions for a government appointment to An Bord closed. Following a review of all applications, Minister Simon Harris will appoint the new member. It was noted that An Bord will select a new Chair of the

NCAD Board following this process. An update on the process will be provided at the next meeting of An Bord.

4. MINUTES: (AGENDA ITEM 4):

4.a. Minutes of the Meeting of An Bord held on 1 March 2022 for approval:

A copy of the minutes of the meeting of An Bord held on 1 March 2022 was circulated in advance of the meeting, deemed read and noted by An Bord.

Clarification on the wording in item 7.c.i will be resolved to finalise the draft minutes.

Following the above change, the minutes were **PROPOSED** by Jane McDaid, **SECONDED** by Patsey Bodkin and **AGREED** by An Bord to **APPROVE** the minutes of the meeting of An Bord held on 1 March 2022.

4.b. Matters to be Reported from the Meeting of An Bord held on 1 March 2022 for approval:

A copy of the matters to be reported of the meeting of An Bord held on 1 March 2022 were circulated in advance of the meeting, deemed read and noted by An Bord.

Following the change in item 7.c.i, the draft Matters to be Reported were **PROPOSED** by Jane McDaid, **SECONDED** by Patsey Bodkin and **AGREED** by An Bord to **APPROVE** the Matters to be Reported from the Meeting of An Bord held on 1 March 2022.

4.c. Matters arising from the meeting of An Bord held on 1 March 2022:

There were no matters arising as each item is included as part of the agenda.

5. EXECUTIVE REPORT: (AGENDA ITEM 5):

5.a. Executive Report:

A copy of the Executive Report was circulated in advance of the meeting, deemed read and noted by An Bord.

The following was noted:

- A thank you on behalf of An Bord will be given to the teams working on the **Education Review** and the **Institutional Review**.
- **The Campus Development** application to the HEA is in development. It was agreed that NCAD would investigate the possibility of bringing forward site investigations, where appropriate.
- **QS Ranking** - NCAD will develop a report showing the changes to NCAD's ranking over the last number of years. NCAD will work with QS ranking regarding alumni and key partner names within their questionnaire.
- **NCAD Graduate Showcase Director's Evening** will take place on 7 June.
- **The Financial Statements 2020-21** will be presented to An Bord at the next meeting.
- **Capital Summer Works**: the design team, OBFA, will be meeting with the ARC shortly to discuss the costs and plans. An Bord will be updated at the next meeting.
- **The Vaults** - NCAD should take possession of the space on 7 May 2022.

5.a.i. Institutional Review 2021 (for nothing)

The document was circulated in advance of the meeting, deemed read and noted by An Bord.

5.a.ii. Area Review - School of Education (for noting)

The document was circulated in advance of the meeting, deemed read and noted by An Bord.

5.a.iii. SSA Final Student numbers (for noting)

The document was circulated in advance of the meeting, deemed read and noted by An Bord.

5.a.iv. NCAD COMPACT & Impact Case Study (for noting)

The documents were circulated in advance of the meeting, deemed read and noted by An Bord.

5.a.v. HEA Annual Governance Statement 2020-21 (for noting)

The document was circulated in advance of the meeting, deemed read and noted by An Bord.

5.a.vi. HEA Annual Budget Presentation 2022 (for noting)

The document was circulated in advance of the meeting, deemed read and noted by An Bord.

5.a.vii. Sustainability Action Plan - NCAD Greening (for noting)

The documents were circulated in advance of the meeting, deemed read and noted by An Bord.

6. RISK: (AGENDA ITEM 6):

6.a. Risk Register Review and Update:

There have been no changes to the Risk Register since 1 March 2022 meeting of An Bord.

6.b. Audit and Risk Committee Matters:

The ARC did not meet in April. This item will be discussed at the next meeting of An Bord.

7. OPERATIONAL MATTERS: (AGENDA ITEM 7):

7.a. Updates:

7.a.i Staff Wellness

Sarah Glennie updated An Bord regarding the level of staff absences as noted in the Executive Report. The NCAD management team is aware that the last two years have been difficult for staff and students and that staff have worked very hard during that period of time. The management team is very mindful of staff wellness. With a number of strategy initiatives moving into their enactment phase, NCAD will continue to be mindful of the pace of work for our staff and management.

7.b. Strategy Updates

7.b.i. HEI Landscape Update

Documentation was shared in advance of the meeting, deemed read and noted by An Bord. Sarah Glennie gave a presentation on this agenda item.

An Bord congratulated the executive on the research within this report.

At the next meeting of An Bord, the following updates will be provided:

- Further information on the research projects at other institutions
- Further information on the financial planning / implications
- The minimum requirements against each of the options.

7.b.ii. Creative Futures Academy Update - Prof Alex Milton

Prof Alex Milton, Head of the School of Design, presented an update on the Creative Futures Academy and the programme architecture for NCAD's delivery which was approved by Academic Council on 6 April and has been sent to UCD for approval. This was developed by the NCAD Academic Development Group made up of Declan Long, Dr Feargal Fitzpatrick, Fiona King, Prof Alex Milton, Prof David Crowley and Suzanne Martin.

Documentation will be shared in the folder following the meeting.

7.c. HEPSS MOU:

Documentation was circulated in advance of the meeting, deemed read and noted by An Bord. The MOU was reviewed by the ARC who recommended its approval by An Bord.

The HEPSS MOU was **PROPOSED** by Jane McDaid, **SECONDED** by Patsey Bodkin and **AGREED** by An Bord to **APPROVE** the HEPSS MOU.

7.d. Protected Disclosure Report:

As the ARC meeting was postponed this week, this item will be presented at the next meeting of An Bord.

8. AOB: (AGENDA ITEM 8):

8.a. Dates for 2021-2022 Academic Calendar

- 24 May 2022 - 11am - 1pm
- 21 June 2022 - 11am - 1pm

8.b. Proposed dates for 2022-2023 Academic Calendar - Times 11am-1pm

- 20 September 2022
- 8 November 2022
- 30 November 2022 - Incorporal Meeting
- 13 December 2022
- 24 January 2023
- 7 March 2023
- 18 April 2023
- 30 May 2023
- 27 June 2023

9. AGREED ACTION POINTS: (AGENDA ITEM 9):

- **5.a. Executive Report:** A thank you on behalf of An Bord will be given to the teams working on the **Education Review** and the **Institutional Review**.
- **5.a. Executive Report: The Campus Development:** it was agreed that NCAD investigate the possibility of bringing forward site investigations.
- **5.a. Executive Report: QS Ranking -** NCAD will develop a report showing the changes to NCAD's ranking over the last number of years. NCAD will work with QS ranking regarding alumni and key partner names within their questionnaire.
- **5.a. Executive Report: The Financial Statements 2020-21** will be presented to An Bord at the next meeting.
- **5.a. Executive Report: Capital Summer Works:** An Bord will be updated at the next meeting following the OBFA and ARC meeting.
- **7.b.i. HEI Landscape Update:** at the next meeting of An Bord, the following updates will be provided:
 - Further information on the research projects at other institutions
 - Further information on the financial planning / implications
 - The minimum requirements against each of the options.
- **7.d. Protected Disclosure Report:** this item will be presented at the next meeting of An Bord.

The meeting concluded at 1.15p.m.

Chairperson of An Bord

Dated