

## Submission from DIT to Committee of Public Accounts – 26 April 2017

### Information from Dublin Institute of Technology (DIT) in respect of the meeting held on Thursday 6<sup>th</sup> April 2017

Please find below further information as requested by the Committee of Public Accounts in the letter to DIT of 12 April 2017

#### 1. A note on the breakdown between full time and part time staff

**Table 1 – Full-time & Part-time Staff**

	Full-time	Pro-Rata Part-Time	Casual Part-Time	Total
<b>Headcount</b>				
Academic	849.00	166.00	633.00	1,648.00
Non-Academic	662.00	128.00	349.00	1,139.00
Total Headcount				2,787.00
<b>FTE</b>				
Academic	849.00	63.77	73.14	985.91
Non-Academic	662.00	77.55	50.62	790.17
Total FTE				1,776.08

The table reflects the DIT staff complement as at 31<sup>st</sup> March 2017. This is extracted from the staff return which is submitted quarterly to the HEA. The following are a number of notes of clarification in relation the above table:-

- **Head Count** is the actual number of staff members, whether contracted for full hours or not.
- **FTE = Full-Time Equivalent.** These are total staff numbers when all contracted hours are calculated at their full time equivalent rate.
- **Academic Pro-Rata** are members of staff whose contracts are for timetabled hours that are less than the maximum in the standard contract
- **Non-Academic Pro-Rata** refers to members of staff who choose to work less than a five day week, availing of a job share or other such approved work arrangement.
- **Academic Casual Part-time** refers to Hourly Paid Assistant lecturers (HPALs). The majority of HPAL hours are contracted with practitioners in their profession who provide specialist input in areas of particular expertise
- **Non-Academic Part Time staff** - this figure includes a headcount of 286 people who are employed as examination invigilators at various times during the year.

## 2. A note on the losses incurred by DIT on the library subscription service to include;

- A comparison note on losses incurred with other Third Level Institutions in Ireland
- The overall percentage of the tender that DIT represented
- The option to pay in instalments and if this was taken up by any other institution
- The impact this loss has had on delivery of services for students and teachers and where changes were implemented to offset the loss

DIT represents approximately 10% of all students in higher education in Ireland; approximately 30% of all students in Institutes of Technology (IoT), and over 50% of all PhD students in the IoT sector. DIT would have the largest requirement for library services of any of the Institutes in the sector, comparable to some of the larger universities. With a distributed Library Service across six campus locations and a range of unique provision in a number of disciplines, DIT has extensive requirements for journals, databases, etc. and in some cases there is overlapping demand in more than one location.

DIT participated in the national tender process for the subscription services for library materials, which was conducted by the Education Procurement Service (EPS). This process resulted in the establishment of a framework whereby public institutions could contract with the selected supplier Swets Information Services Ltd. (Swets UK) for the supply of library journals, databases etc on an annual basis based on their individual requirements.

Each Institute participating in the EPS tender process entered into separate contractual arrangements specific to their needs. While DIT is not privy to any detailed information on the value of contracts entered into by other Institutes, the Swets UK administrator's report does include a list of creditors and identifies the losses suffered by Institutions and organisations arising from the appointment of an administrator to Swets UK in October 2014. A number of Irish HEIs and other public institutions are included, as follows:

**Table 2 – Some Irish Institutions listed in Administrator's Report**

Institution	Value £
Athlone I.T.	15,981
CIT Crawford College of Art & Design	7,137
Dept of Environment	14,271
Glasnevin Hill (DCU)	6,371
Dublin City Public Library	23,448
Dun Laoghaire/Rathdown Co Council	6,883
Fingal Co Council	1,000
HSE Kilkenny	13,770
HSE St. Stephen's Hospital	6,829
Inst. of Technology Carlow	40,501
National Museum of Ire	23,362
Saint Colmcilles Hospital Loughlinstown	7,700
Trinity College	22,152
UCC	27,813
UL	8,645
Waterford IT	444
<b>TOTAL</b>	<b>226,307</b>

For the most part, Irish universities with library requirements comparable to those of DIT can secure them through IReL which is funded separately through HEA and SFI, and therefore would have lower exposure to commercially

provided services. However, a number of UK-based universities and institutions were also included on the Administrators Unsecured Creditors list, including institutions such as the University of Durham which would be similar in scale to DIT and also has a large distributed library service. The figures listed in the Administrator’s Report include:

	£
University of Durham	1,859,604
Sheffield Hallam University	420,878
Science and Technologies Facilities Council	490,419
National History Museum	305,426
University of Westminster	226,786
University of Newcastle	223,709

The US subsidiary of Swets BV went into Chapter 7 at around the same time, with large losses accruing to a number of universities – among them the University of Colorado with a loss of over \$3 million.

The financial and payment clauses in the DIT contract with Swets UK provided for a small discount for early payment but did not provide for an instalment payment facility.

While the loss to DIT was very significant, the Institute ensured that it did not impact on the delivery of library services to students. As subscriptions for publications are typically paid in advance, materials remained current and available to students for the first months of the 2014/15 Academic Year. Alternative arrangements were put in place to secure library services from early 2015 for the remainder of the academic year, thus ensuring no break in service to students.

The financial loss suffered by the Institute was absorbed in the year by the Institute’s reserves. Actions were taken to offset the impact of that loss on reserves in subsequent years. These included a delay in the filling of a number of director-level posts, the deferral of other project activity not directly related to student-facing services and the postponement of other initiatives

The loss incurred due to the Swets Information Services bankruptcy was unprecedented in the history of DIT. It should be noted that DIT has consistently achieved a balanced budget every year, including in 2014, and has an excellent track record in this regard. In the intervening two-and-a-half years, DIT has succeeded in restoring its financial position and has put in place a number of additional safeguards in relation to supplier contracts.

### 3. A note on the €3M DIT paid to BIMM with a detailed breakdown of this figure

Since 2012 DIT has had an arrangement with the BIMM Dublin Ltd. to deliver the BA in Commercial Modern Music course to DIT students. This provision was developed in response to high demand from students who would otherwise have had to go abroad to access similar provision at considerable cost. While DIT has excellent provision in classical, traditional and jazz music education in the Conservatory of Music and Drama, to develop this additional provision would have required that DIT build or acquire additional facilities, add to existing staffing and develop the other necessary attributes required to deliver the programme.

The most cost-effective solution was to partner with a recognised third party to deliver the best possible offering to students. The current provider is a multi-national company with an excellent reputation in the sector. DIT works closely with the provider in ensuring quality of provision and appropriate student support. The programme has been extremely successful to date. It remains the only commercial modern music degree in Ireland and continues to attract high first preference choices within the DIT portfolio. In this academic year (2016/17), 634 students are registered across the four years of the programme.

The financial arrangements for this delivery include:-

- DIT receives all Income relating to students on the programme [DT506](#) including:
  - Tuition fees
  - Student Contribution charge
  - HEA Recurrent Grant Allocation
- BIMM resources the delivery of the programme to students including providing:
  - qualified teaching and support staffing
  - professional equipment
  - suitable premises

The income has been split on a pre-agreed percentage basis for each of the above categories.

As part of ensuring continuity of delivery and value for money, this area of provision is currently subject to tender as part of a public procurement process. The contract has not yet been awarded and therefore to avoid compromising the procurement process, we are unable to disclose any detailed financial information at this juncture. However, we anticipate that the procurement process will be completed by August 2017.

#### 4. Gender breakdown

##### Staff

**Table 3 – Gender Breakdown of DIT Staff**

	Headcount			Headcount %	
	Male	Female	Total	% Male	% Female
<b>Academic:</b>					
Senior Lecturer 3	18	9	27	67%	33%
Senior Lecturer 2	44	23	67	66%	34%
Senior Lecturer 1	43	24	67	64%	36%
Lecturer 2	17	8	25	68%	32%
Lecturer 1	4	-	4	100%	0%
Lecturer	267	191	458	58%	42%
Assistant Lecturer	177	124	301	59%	41%
Other (please state below by grade)					
Director	5	1	6	83%	17%
Lecturer Structured	6	2	8	75%	25%
Hourly Paid Academic Staff	417	268	685	61%	39%
<b>Total Academic</b>	<b>998</b>	<b>650</b>	<b>1,648</b>	<b>61%</b>	<b>39%</b>
<b>Non-Academic:</b>					
Pay scale with maximum point above €70,000	31	30	61	51%	49%
Pay scale with maximum point on or below €70,000	463	615	1,078	43%	57%
<b>Total Non Academic</b>	<b>494</b>	<b>645</b>	<b>1,139</b>	<b>43%</b>	<b>57%</b>
<b>All Staff</b>	<b>1,492</b>	<b>1,295</b>	<b>2,787</b>	<b>54%</b>	<b>46%</b>

- The above table is drawn from the March 2017 return to HEA. All of our academic grades are specified in this table and the non-academic breakdown uses the HEA guide of 'greater than' or 'less than' a salary of €70,000 p.a. to categorise.
- Please note that DIT does not utilise agency staff and DIT does not have access to the gender statistics for private contractors who provide services for cleaning, catering, etc.
- There are currently no 2013/14 retirees on contract in DIT. In 2014, we received sanction from HEA to retain one retiree from September 2014 to December 2014 on an Hourly Paid Assistant Lecturer basis to deliver lectures in a particular area of expertise pending new recruitment.
- The DIT Foundation currently employees 4 staff in total, all of whom are female.
- DIT does not have any 'consultants retained'.

##### Students

**Table 4 – Gender Breakdown of DIT Students**

	Headcount			Headcount %	
	Male	Female	Total	Male	Female
<b>All Students</b>					
Undergraduate (UG)	10,699	6,818	17,517	61%	39%
Postgraduate (PG)	1,504	1,296	2,800	54%	46%
<b>Total</b>	<b>12,203</b>	<b>8,114</b>	<b>20,317</b>	<b>60%</b>	<b>40%</b>
<b>Undergraduates by nationality</b>					
Irish	9,212	5,610	14,822	62%	38%
EU, excluding Irish	675	712	1,387	49%	51%
Non-EU	812	496	1,308	62%	38%
<b>Total</b>	<b>10,699</b>	<b>6,818</b>	<b>17,517</b>	<b>61%</b>	<b>39%</b>
<b>Postgraduates by nationality</b>					
Irish	1,089	914	2,003	54%	46%
EU, excluding Irish	117	137	254	46%	54%
Non-EU	298	245	543	55%	45%
<b>Total</b>	<b>1,504</b>	<b>1,296</b>	<b>2,800</b>	<b>54%</b>	<b>46%</b>

**Other**

**Table 5 – Gender Breakdown of Other Related Bodies**

<b>Body</b>	<b>Male</b>	<b>Female</b>
Governing Body	11	9
Academic Council	64	30
Management Team – (Management Forum)	47	29
Foundation Board	9	1

**5. A report to the Committee on the financial implications of the two-year delay in delivery of the PPP projects**

Two major academic quads are in development as PPP projects on the Grangegorman campus, with an expected completion date of September 2019. DIT welcomes the agreement of the Committee to wait until late October 2017 for a full report on the financial implications of the two year delay in the delivery of the Projects, in order to allow current procurement negotiations to be completed and achieve financial close.