

BOARD OF MANAGEMENT – ANNUAL ACTIVITY CALENDAR 2016 - 2017

	Audit	Finance & Resources	Development	Human Resources	Board Meeting	Events
November/December 2016	Monday 14/11/16	Monday 14/11/16	Tuesday 22/11/16	Wednesday 23/11/16	Tuesday 06/12/16	
			Submit media plan for summer 2017 Action learning pilot/self-evaluation Internal Audit Programme Learner Engagement			
February/March 2017	Monday 20/02/16	Wednesday 15/02/17	Tuesday 21/02/17	Wednesday 22/02/17	Tuesday 14/03/17	
	Internal Audit Appraisal and External Audit Quality Survey		Submit media plan for August intake. Review 2016/17 winter campaign.			LGBT – PURPLE FRIDAY – 24/02/17 EQUALITY AND CHOICES EVENT -
					Tuesday 07/02/17	
					Principal's Update	
April/May/June 2017	Monday 15/05/17	Wednesday 10/05/17	Tuesday 09/05/17	Wednesday 17/05/17	Tuesday 06/06/17	
	Consideration and approval of Principal Accounting Policies. Review of Draft Internal Audit Plan and agreement of work schedule. Review of External Audit Strategy	Approval of Annual Budget Approval of Financial Forecast Return (FFR) – subject to SFC timetable. Summer works planning finalised.	Commence Student President/Vice President Election Process. Update on mailing distribution and media Review of recruitment levels to inform targeted marketing requirements. Action Learning Pilot update Internal Audit Programme for Academic year 2016/17		Approval of Annual Budget – recommended by F&R	DESTINATION SUCCESS –
BOARD OF MANAGEMENT APPRAISAL AND EVALUATION						

	Audit	Finance & Resources	Development	Human Resources	Board Meeting	Events
July/August/ September 2017	Monday 28/08/17	Wednesday 06/09/17	Tuesday 05/09/17	Wednesday 30/08/17	Tuesday 19/09/17	
	Written representation to TLB to confirm compliance with Code of Good Governance, Financial memorandum and delegated financial limits Annual Report to BOM	October works – submitted. Annual Health and Safety Review DSE Assessment issued to all staff	Student Association Elections commence Review of August recruitment. Agree media plan for Nov/Jan intakes. Course Approvals Academic Board External and		Annual Report from the Audit Committee Financial Update	ALL STAFF CONFERENCE PRIDE MARCH/EVENT FRESHERS' WEEK
October/November/ December 2017	Monday 06/11/17	Monday 06/11/17	Tuesday 07/11/17	Wednesday 15/11/17	Tuesday 05/12/17	
		Consideration and recommendation for approval of Annual Audited Financial Statements	Submit media plan for summer 2018		Approval of Annual Audited Financial Statements	CONSTRUCTION AWARDS – STUDENT GRADUATION DINNER GRADUATION HEALTH AND WELLBEING EVENT (PINK DAY)
					Tuesday 10/11/17 Board Training Day 12 noon to 1700 hours	
Register of Members' Interests to be updated						