

Minutes of the Board of Governors Meeting of Thursday 30th January 2020

- Present:** D. Jennings [Chair]
- Also:** J. Carty, L. Cearr, T. Corcoran, L. Doherty, L. Hennessy,
D. Kelleher, R. Keary, A. Lenny, C. McGrath, C. O'hAodáin
- In Attendance:** K. Kelleher [Secretary]
- Apologies:** D. Conroy, I. Fox, D. McDonagh, J. Murray, D. O'Donnell.

Motion of Welcome

The Board welcomed Cormac O'hAodáin to his first meeting. Cormac was elected to serve by the teaching staff of the Academy.

Board committees' external experts

The Chair thanked the five external experts, who serve on the committees, for their continued support.

Des Lamont – Governance Committee

Michael Somers – Finance Committee

George Reddin – Audit & Risk Committee

Michael Walsh – ICT Steering Committee

Jan Van Dijk – Redevelopment Steering Committee

1. Minutes of the Board of Governors Meeting of 12th December 2019

The meeting approved the minutes subject to minor amendments.

2. Matters Arising

There were no matters arising not covered in the agenda.

3. Director's Report

The Director presented her Quarterly report under the headings of:-

- RIAM Re-development – Programme Timeline: A number of critical items being closed out prior to contract signing; 16 month programme tabled; letter of intent to issue in February - will trigger BCAR.
- RIAM Re-development – Funding update: 95% of original €20m target raised/pledged; preference for €20.5 project to include all acoustics; €2m bank facility sought with €1m contingency; new €3m funding campaign; Director's circle; Leadership circle.
- RIAM Re-development – Governance update: Steering Committee report and minutes tabled later in the agenda.
- RIAM Re-development – Decant to temporary accommodation: library relocation is the main decant piece left as the planned timeline of 44 Westland Row is delayed. Other areas are working quite smoothly. The decant budget at c€740k is €20k over target. It was noted that Health & Safety risk assessments have been carried out on the temporary accommodation.

5. RIAM Programmes: Report from Head of Wind, Brass and Percussion: David Collins appointed in August 2019. New initiatives – collaborative relationships; weekly performance class; physio sessions for third level orchestra; focussed recruitment of students of less popular instruments; increased masterclasses; increased communication and international exchanges.
6. Management Focus – application to DES for uplift in annual grant 2021-2024:
New strategic document submitted to seek appropriate uplift in grant to support the planned expansion and repositioning of RIAM from 2021.
The Director emphasized the importance of consolidating the grant position in advance of the inevitable transfer of the funding process to the Higher Education Authority.
7. Management Focus – scenario planning 2020-2034 - two revenue options: projections tabled for full grant support of growth plans and a reworked and reduced plan should support be lower than requested.
8. Management Focus: Administration roles and responsibilities: reshaping of (1) General Office roles, systems and work streams and (2) re-examining the Finance, Facilities and HR functions and resources.

The Board agreed and unanimously approved the following resolution.

WHEREAS, after due and careful consideration, the RIAM Board of Governors believes that it is advisable and in the best interests of the Academy to proceed with the €20.5 million option for the new RIAM campus building on Westland Row, as described in the Director’s report provided to the Board at this meeting, and that the necessary funding, including a bank loan of not more than €2.5 million, is available and affordable; and whereas this resolution countermands Resolution RBoG: 2019-12-12:01

NOW, THEREFORE, BE IT:

RESOLVED, that the Director be authorised to complete the final details of the building contract and sign both the contract and the associated AIB bank loan facility for €2.5 million at the earliest opportunity. (Resolution RBoG: 2020-01-30: 01)

4. Summary of the Finance Committee meeting of 28th January 2020, incorporating 2019 Management Accounts summary.
The summary of results and commentary for the year ended 31st December 2019 were noted. Subject to completion of the statutory accounts the indicative surplus for 2019 is €214k. The update on computerisation was noted and the Chair singled out Theresa Doyle for special commendation for her marshalling, over the Christmas break, of the seamless extension of ICT Services to the temporary decant locations.
5. Audit & Risk Committee Annual Report 2019
This item is deferred to the next meeting
6. Governance Committee Update
The Chair summarised the meeting of the Governance committee held on Wednesday 29th January including:
 - the zoom conferencing facility was successfully trialled;
 - agreement of a framework for recording amendments to RIAM policies and the introduction of a central registry and sign –off procedure – the director to reconcile this proposal with current requirements for TCD;
 - proposed amendment of clauses in the RIAM Constitution relating to Members;
 - discussion initiated on membership of Board committees and drafting of a skills matrix for Board members.
 - updated advice and documents pertaining to the Director’s contract.

7. Re-development Steering committee update.

T. Corcoran gave a summary of the Steering committee meeting held on Tuesday 28th January noting that the change in Project Manager has been very beneficial in protecting the Academy from undue risk. The minutes have been circulated and it is noted that the main issues at the meeting have been covered in the earlier Director's report.

8. Board Self-evaluation

Item is deferred – the secretary to review and follow up on outstanding submissions and to compile, for the next meeting, a summary of the information provided.

9. Board of Studies Programme Proposals

While work is ongoing at the Tertiary and Junior RIAM work-groups, no proposals are yet firm enough to bring to the Board for approval. A recent change to the DipCom programme with the proposed introduction of a DipCert stream was noted.

10. New RIAM Examination and Assessment Proposals

Draft proposals were tabled for the introduction of Markless Assessments and a revamping of the Drama Syllabus.

11. RIAM Fellowship Proposals

The Director's verbal proposal for fellowship was enthusiastically approved by the Board. A formal application is to be submitted for the next meeting and the candidate's name is withheld until such formalities are completed.

12. Minutes of the Board of Studies meetings of 22nd November and 6th December 2019

The minutes were noted.

The Terms of reference for the Board of Studies and the Coarse Committees are to be reviewed in response to feedback received by TCD.

13. Minutes of the RIAM Examinations Committee meeting of 7th October 2019

Noted

14. Director's Contract

A briefing note was tabled, from the HR Advisor to the Chair and Board, regarding the contractual entitlement of the Director. A Board note confirming the Director holds a contract of indefinite duration was also tabled.

T. Corcoran proposed that the Terms of Reference of any future Director's contract be drafted to unambiguously reflect the Board's wishes for a director to serve a specific fixed term or terms.

15. AOB

- i. The Board approved the Academy supporting the nomination of Linda O'Shea Farren for election to Seanad Éireann, noting that such nominations are now closed.
- ii. The Board approved the following RIAM faculty staff to become Professors of the Academy – Mathew Manning, Ruby Ashley, Dominic Dudley and Denise Neary.
- iii. The Board acknowledged a vote a thanks to clerical staff member, Sinéad Heyenga, who leaves the Academy after 16 years' service, to pursue a new role in the HSE.

Signed

Date