

## Minutes of the Board of Governors Meeting of Thursday 16<sup>th</sup> July 2020

**Present:** D. Jennings [Chair]

**Also:** J. Carty, L. Cearr, D. Conroy, T. Corcoran, L. Doherty, L. Hennessy, I. Fox, D. Kelleher, R. Keary, A. Lenny, D. McDonagh, C. McGrath, J. Murray, D. O'Donnell, C. O'hAodáin.

**In Attendance:** K. Kelleher [Secretary], C. Higgins

1. Minutes of the Board of Governors Meeting of 30<sup>th</sup> April 2020

The meeting approved the minutes.

2. Matters Arising

There were no matters arising not covered in the agenda.

3. Minutes of the Board of Governors Special Strategy Meeting 25<sup>th</sup> June 2020

The meeting approved the minutes

4. Matters Arising

Governors congratulated the Director and all contributors on a fine Strategy document. Governors are asked to submit their comments, for inclusion in the next draft, to the Director. The importance of diversity and development of staff and students was emphasised, as was the need for diversity at Board level.

5. Performance Calendar 2020-2021

Ciara Higgins, Head of Artistic Programming, joined the meeting and presented the exciting programme of events for the forthcoming academic year. The programme is aligned to student learning with virtual performance and live streaming the new reality. The meeting emphasised the need to have the best facilities and highest level of technology available.

6. Director's Report - Covid-19 Impact on RIAM

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

1. Covid-19 response: Communications; digital strategy; managing finances; performance calendar.
2. RIAM Exams: – Three options for spring and summer sessions - video submission (54%), live deferred exam (32%), refund 14% /€139,000; theory winter exams.
3. Statistics Report: Student exams and offers
4. Performance for Tertiary students 2020/2021: Screened orchestral auditions; workshops; schedule of performance classes; chamber music coaching days; spotlight week programmes.
5. Re-development: Programme update
6. Re-development: Funding update

7. Management Focus – Erasmus charter submitted: – six internationalisation and modernisation goals.
8. Management Focus – Le Chéile Strategic Plan and Handbook – strategy document work led by Brendan Breslin.
9. Appointments for 2020/2021: Head of Junior RIAM; Clerical Office and Personnel Officer in Finance, Facilities and HR; revision of General Office.
10. RIAM 175 Strategy – Tertiary curriculum review.

The director updated the meeting on an issue with local residents.

In response to a question on covid 19 – there is no requirement that the new building design will need any modification after covid 19.

Although there is no indication that extra funding from Government may be available to help fight covid 19, the possibility should be kept under review.

**7. Summary of the Finance Committee meeting of 14th July 2020, incorporating Management Accounts summary and projections.**

The meeting focussed on current year forecasts. The anticipated drop in income is projected to be mirrored by a similar reduction in costs, most notably in a saving of costs relating to external exams not being taken live.

With respect to the building programme, management is asked to stress test the current financial model for cash needs, should assumptions on operating surpluses not be met.

The Board approved by acclamation a higher than normal level of increase in tuition fees in 2021/2022, in recognition of a much improved offering in its new state of the art facilities.

Fees currently are still very good value relative to peer institutions.

**8. Audit & Risk Committee update**

Deferred to next meeting

**9. Governance committee update.**

Deferred to next meeting

**10. Board of Studies Elections – constitutional issue.**

The election process for the Board of Studies staff representatives, held in June 2020, was suspended in order to address an omission in the BOS Terms of Reference that had been agreed on 14th February 2020. TCD has advised that RIAM academic committees should have all faculties represented in their membership but this had been erroneously omitted from the Board of Studies terms of reference.

Four nominations were received for three places, two from one faculty. The attempts to address the anomaly before the summer created unease among some staff members and also threw up a constitutional issue. The Chair tabled a paper on the recommendations agreed by the Governance Committee on this matter, at its meeting on 9<sup>th</sup> July.

Following lengthy discussion of the issues involved, and acknowledging recommendations from the Board of Studies on 19th June, the RIAM Governance committee on 9th July and staff representatives at the Board of Governors meeting on 16th July, the agreement reached by the Board of Governors at the conclusion of those meetings is as follows:

The current version of the RIAM Constitution (Blue scheme) is the definitive source for addressing the Board of Studies election this year and the procedure outlined in the amended Board of Studies terms of reference will be in place from 2021/2022. Three members will be elected from the outcome of the suspended election in June and there will be no restriction on the faculty makeup resulting from the election, namely that two from the same faculty may be elected. The Board of Governors will exercise its right to appoint three further candidates to fill the quota for the desired full faculty representation.

**11. Board of Studies - Revised Terms of Reference.**

This item will be considered after the revised terms of reference are brought back to the Board of Studies for approval in the autumn.

**12. Re-development Steering committee update**

Deferred to next meeting

**13. RIAM Risk Register 2020**

Deferred to next meeting

**14. Minutes of the Board of Studies meetings – 13<sup>th</sup> (24 Apr), 14<sup>th</sup> (08 May), 15<sup>th</sup> (22 May) and 16<sup>th</sup> (05 Jun 2020)**

Deferred to next meeting.

**15. AOB**

- 1) The Chair proposes to hold a special meeting in September to consider the RIAM Risk Register and other matters not taken at today's meeting.
- 2) The Board accepted the nomination of John Murray to the Finance Committee.

Signed .....

Date .....