



Incorporating any amendments approved at subsequent Board meetings

### Minutes of Board Meeting 24 June 2020

*This meeting was conducted remotely using the Zoom application and was hosted in the Yeats Room.*

<i>Present</i>	Provost (Dr P J Prendergast), Vice-Provost/Chief Academic Officer (Professor J Barkhoff), Senior Lecturer/Dean of Undergraduate Studies (Professor K Mitchell), Registrar (Professor B Tangney), Bursar/Director of Strategic Innovation (Professor V Campbell), Professor D Ahern, Professor S Alyn Stacey, Ms L Beston, Professor L Brennan, Professor A Burke, Mr K Byrne, Ms J Donoghue, Professor D Faas, Ms S Farrell, Dr D Fayne, Mr D Grouse, Ms A Leen, Ms N McCay, Professor K McTiernan, Professor R Moss, Professor B O'Connell, Professor E O'Halpin, Ms S Oye, Professor D R Phelan, Professor A Seery, Professor F Sheerin.
<i>Apologies</i>	There were no apologies received.
<i>In attendance</i>	Assistant Secretary to the College (Ms V Butler).
<i>(ex officio)</i>	Secretary to the College (Mr J Coman), Treasurer/Chief Financial Officer (Mr P Reynolds).
<i>(by invitation)</i>	Chief Operating Officer (Ms G Ruane), Vice-President for Global Relations (Professor J Hussey).

### SECTION A

*The Provost welcomed the recently elected President of the Students' Union (Mr Eoin Hand) and the recently elected President of the Graduate Students' Union (Ms Gisèle Scanlon) who were in attendance at the meeting via Zoom as observers.*

#### **BD/19-20/290 Statements of Interest**

The Secretary to the College advised that he had received a statement of potential conflict of interest from Mr Byrne and Ms Farrell in relation to item A.10 Board Membership: Extension of Terms. Having discussed the matter with Mr Byrne and Ms Farrell, the Secretary to the College proposed, and it was agreed, that Mr Byrne and Ms Farrell would leave the meeting for discussion on this item.

#### **BD/19-20/291 Provost's Report**

The Vice-Provost/Chief Academic Officer, who chaired the meeting for this item, invited the Provost to provide Board members with an update on his work programme for the year 2019/20.

The Provost, with reference to the work programme he had presented to the Board in October 2019, provided an update on the follow items:

##### **• Leadership of senior staff**

The Provost advised that he had continued to work closely with the College Officers to deliver key strategic initiatives.

In particular, the Provost noted that working with the Vice-Provost/Chief Academic Officer and the Treasurer/Chief Financial Officer, the University's Strategic Plan had been completed and launched. He was also working closely with the Vice-Provost/Chief Academic Officer on the Trinity Education Project (TEP) which is due to be completed in September. It was noted that the governance of the Charm EU Initiative had been established and that work on the project was underway with an update delivered by the Provost to the Coimbra Group.

The Provost advised that he had continued to work closely with the Bursar/Director of Strategic Innovation in respect of several capital projects, including the refurbishment of the Old Library, an update on which was an item on the agenda for the meeting. He also worked with the Bursar/Director of Strategic Innovation to progress the fundraising activity and business plan for the Trinity St James's Cancer Institute (TSJCI). Other on-going capital projects include the refurbishment of the Rubrics and the Chief Steward's House, the E3 Learning Foundry and the expansion of the Law School. It was noted that signage across the campus would be in place in the coming months and that the signage in the Arts building had been replaced.

By continuing to work closely with the Chief Operating Officer the Provost oversaw a review of the Commercial Revenue Unit. He advised that the development of a new strategy for commercial activities had been delayed and had been impacted by the pandemic. The Provost worked closely with the Chief Operating Officer in respect of the TTEC Pre- Development Project as she took up the position of Chair of the Steering Committee. The Provost advised that he also worked closely with the Corporate Services Division and, in particular, Human Resources regarding a new scheme for Professorial hiring.

The Provost had worked closely with Treasurer/Chief Financial Officer in respect of emergency budgeting in light of Covid-19. He noted that the full review of the Baseline Budgeting Model (BBM) had been paused due to the current circumstances.

The Provost and the Registrar oversaw the election of the Chancellor of the University, Dr Mary McAleese, and were actively involved in her induction. Both the Provost and the Registrar also produced and launched a Sustainability Report for the University during the year.

It was noted that the Provost has continued to work closely with the Vice-President for Global Relations to support the delivery of the Global Relations Strategy 3 (GRS3) and that this would require particular attention now due to travel restrictions in light of the Pandemic.

• **Engineering, Environment and Emerging Technologies (E3) Governance**

It was noted that a re-calibrated final business plan for E3 had been developed and the Professor Sylvia Draper had taken up the role of Project Sponsor. It was also noted that the Vision Document for the E3 Research Institute (E3RI) had been approved at the last meeting of the Board.

• **College Governance**

The Provost advised that he had for 2020 taken on the role of Chair of the IUA Council (Presidents' Group). It was also noted that the Provost continued to chair Board, Council, the Executive Officer Group and Finance Committee and was a member of the Board Review Working Group. In addition, the Provost was Chair of the Phased Resumption of Activities on Campus Group which had been established to assist with scenario planning to facilitate the gradual reopening of the campus and resumption of activities in light of the Covid-19 Pandemic.

*The Vice-Provost/Chief Academic Officer invited comments and then thanked the Provost and returned the Chair to him.*

**BD/19-20/292 Board Review Working Group**

*The Chair of the Board Review Working Group, Mr Dermot McCarthy and Project Advisor, Ms Sinéad Ryan joined the meeting via Zoom for this item.*

Mr McCarthy invited the Board's attention to a memorandum and presentation from the Secretary to the College, himself as Chair of the Board Review Working Group and the Project Advisor, dated 18 June 2020 and 24 June 2020 respectively. He advised Board members that further to the work of the Working Group to date, it was now proposed to take some time to reflect before presenting the Board with final recommendations. Mr McCarthy informed Board members that this time would be used to consult with the wider College community, including Alumni, in order to present a fully informed final report to the Board in Michaelmas Term. This time would also allow for a comprehensive consideration of proposals when hopefully the effects of the Covid-19 Pandemic have lessened or stabilised.

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Mr McCarthy also presented a consultation paper which had been developed for input and feedback which sets out the current position of the Working Group on the key issues as contained in its Terms of Reference.

The Provost thanked Mr McCarthy and opened the item for discussion.

While support was shown for the proposals and for further consultation and engagement, some Board members also expressed reservations with the proposals including on the frequency of meetings and the balance of internal and external Board members.

Responding to comments from Board members, Mr McCarthy advised that the proposals reflect matters that were returned in the Board self-evaluation process and were presented as options to address issues raised. It was also acknowledged that there were external factors relevant to a review of the current structures including the legislative proposals published by the Government in July 2019. Mr McCarthy noted the potential benefit for Trinity should there be a more robust committee structure in place which would allow the Board to focus on more strategic challenges.

In response to comments from Board members, it was noted that the consultation process is to run to mid-September to allow sufficient time for stakeholders to engage with the process and that the findings would be brought to a future meeting of the Board.

The Provost thanked Mr McCarthy, Ms Ryan and all of the members of the Working Group for the contribution to this item to date, noting that the consultation document is to be placed on the website and that he will issue a communication on the process to the relevant stakeholders.

#### **Action/Decision**

**292.01** The Board considered and approved the memorandum from the Secretary to the College, the Chair of the Board Review Working Group and the Project Advisor, dated 18 June 2020.

**292.02.** The Board noted the Working Group's intention to consult with key internal stakeholders and the wider College Community.

**292.03** The Board noted the consultation paper which will be used by the Working Group when seeking input and feedback.

#### **BD/19-20/293 Trinity St James's Cancer Institute Project Update**

*Professor Paul Browne, Project Sponsor, Ms Ann Dalton, Deputy CEO of St James's Hospital and Project Appraisal Manager, Financial Services Division, Mr Paul Coote joined the meeting via Zoom for this item.*

The Provost welcomed Professor Browne, Ms Dalton and Mr Coote to the meeting.

The Bursar/Director of Strategic Innovation introduced this item with reference to a presentation, dated 24 June 2020, which had been circulated in advance. She advised the Board of the proposed timeline which saw the project commence in 2014 and she summarised the objectives of the project. The Bursar/Director of Strategic Innovation also outlined the underpinning research themes and the potential for Cancer training and education. A financial overview of the first 9 years, across two phases was also provided. The Bursar/Director of Strategic Innovation then outlined the various elements of the Strategic Assessment Report noting that approval was sought from the Board for the report to be submitted to the Department of Health.

Ms Dalton advised the Board that a similar presentation had been delivered to, and approved by, **Incorporating any amendments approved at subsequent Board meetings**

the Board of St James's Hospital and she noted the advantages and potential opportunities of delivering a comprehensive Cancer Strategy.

Professor Browne, endorsing the comments of the Bursar/Director of Strategic Innovation and Ms Dalton, emphasised the importance of proceeding with the Strategic Assessment Report.

The Provost opened the item for questions and discussion.

Responding to queries from Board members, the Bursar/Director of Strategic Innovation advised that potential European funding opportunities were being explored and that while there were other universities interested in a similar venture, the Trinity and St James's plans were at a more advanced stage than others. Professor Browne advised that previous discussions with the Organisation of European Cancer Institutes (OECI) had proven advantageous in this regard, none the less the importance of collaboration was also acknowledged. The Bursar/Director of Strategic Innovation clarified that the project is very much proposed with a view to enabling and encouraging university collaboration. Ms Dalton advised that existing clinical partnerships with other institutions also formed part of the proposals.

The Provost, in summarising the discussion, noted that the Board approved Phase 1 of the project and also approved the submission of the Strategic Assessment Report to the Department of Health.

The Secretary to the College, noting the sensitive financial information contained within the presentation, reminded the meeting of the confidential nature of this document.

#### **Action/Decision**

**293.01** The Board considered and approved the memorandum from the Bursar/Director of Strategic Innovation and the Deputy CEO of St James's Hospital, dated 15 June 2020.

**293.02** The Board approved Phase 1 of the project.

**293.03** The Board approved the submission of the Strategic Assessment Report to the Department of Health.

#### **BD/19-20/294 Trinity Technology and Enterprise Campus (TTEC)**

##### **(i) Project Update**

##### **(ii) Early Activation Business Case**

*The Chief Innovation and Enterprise Officer and Project Sponsor, Dr Diarmuid O'Brien; Interim Project Director, Mr Jon Milward; and Director of Trinity Research and Innovation, Mr Leonard Hobbs joined the meeting via Zoom for this item.*

The Chief Innovation and Enterprise Officer introduced this item with reference to his presentation dated 24 June 2020 and memorandum dated 21 June 2020, which had been circulated. He provided Board members with an update on the project to date noting that the project remains aligned with many national strategies even in these times of economic uncertainty. Dr O'Brien advised the Board that the TTEC site continues to be strategically important to Trinity through its ability to enable the establishment of the Grand Canal Innovation District, the development of the Engineering, Environment and Emerging Technologies Research Institute (E3RI) and the provision of new international quality research space, the attraction of internationally leading faculty and the co-location of enterprise at scale.

Dr O'Brien also presented varying financial forecasts which accounted for differing factors noting the impact of each on the project. He advised Board members that, subject to Board approval, it is proposed to proceed with preparing the Strategic Assessment Report, which was a necessary step in the new Public Spending Code, and to progress the Early Activation project to Quarter 1 of 2021.

Mr Milward provided the Board with a summary of the proposal in respect of a proposed **Incorporating any amendments approved at subsequent Board meetings**

exchange of a property for another property on the site which could be of benefit to the overall project noting the opportunities the proposal could bring for Trinity.

The uncertainties of an upcoming change in Government on the expected funding of €150m for the Grand Canal Innovation District and the impact of the Covid-19 Pandemic were acknowledged. Dr O'Brien advised Board members that initial market analysis, as well as testing of the financial models was underway while clarity was being sought on funding from the Government. He advised Board members that at present it is proposed to monitor costs closely but to maintain momentum in the project.

An overview of the strategic rationale of the Early Activation proposal was also presented including an overview of the business case. It was noted that the next phase would be funded by Government funding and that a final business case will be brought to Board for approval in Q1 2021.

Following comments from a Board member in respect of the need for an external review of the project and associated Business Case, some Board members also voiced the need to proceed with caution and to be prudent in respect of the project, echoing the potential benefit of conducting an external review at this stage. In particular, the potential for a decrease in demand for office accommodation in future years due to greater flexibility in working arrangements across all sectors was noted. The impending financial crisis arising from the Pandemic was also noted as having the potential to significantly impact on the Business Case of this project.

In response to comments from a Board member in respect of the risks facing the University at present and the importance of ensuring that teaching and research activities are prioritised, it was noted that this could be a challenging time for the University to commit to such a large - scale project. The benefit of Board members having oversight of the parties currently engaged in the project and the contracts and commitments already entered in to was also acknowledged.

Responding to comments from Board members in relation to linkages between different elements of the Project, Dr O'Brien clarified that the Board was being asked to approve the direction of the project at this point and was not being asked to approve the project in its entirety. He also clarified that in respect of the Early Activation project, it is proposed to proceed with the pre-construction phase to Quarter 1 2021 and to a point where the Board would be further informed with an updated business case before making any other decisions.

Dr O'Brien, in response to comments from a Board member in respect of European Funding for Smart Specialisation, advised Board members that such opportunities are currently being explored and agreed that this project could be a suitable fit for this type of funding. Comments from Board members about the risk of being unduly pessimistic about future prospects at this time were also noted.

The Provost thanked Dr O'Brien, Mr Milward and Mr Hobbs for their contribution to this project to date.

*Dr O'Brien, Mr Milward and Mr Hobbs left the meeting at this point.*

The Provost proposed, and it was agreed, that a small sub-group of the Board consisting of himself, Professor Ahern and Professor Burke would commission an external review of the project and will bring the findings back to Board at the start of the next academic year.

The Board agreed that the preparation of the Strategic Assessment Report as a basis for the planned Government funding of €150m for the Grand Canal Innovation District is to proceed

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but that the Early Activation proposal is not to proceed until the proposed swap of properties on the TTEC site is complete.

The Chief Operating Officer, as Chair of the Steering Committee, provided Board members with reassurance that the project is proceeding with caution and noted that she welcomed an independent assessment of the project at this time. The Treasurer/Chief Financial Officer, noting that he is also a member of the Steering Committee, informed Board members that costs have been monitored very closely to date and emphasised the importance of Government support and funding for this project.

It was also agreed that a list of the parties currently working on or contracted for this project would be brought to a future meeting of the Board.

#### **Action/Decision**

**294.01** The Board considered the memorandum and presentation from the Chief Innovation and Enterprise Officer dated 21 June 2020.

**294.02** The Board agreed that that a small sub-group of the Board consisting of the Provost, Professor Ahern and Professor Burke would commission an external review of the project and will bring the findings back to Board at the start of the next academic year.

**294.03** It was agreed that the Strategic Assessment Report is to proceed.

**294.04** The Board agreed that the Early Activation proposal is not to proceed until the contract for the proposed swap of properties on the TTEC site is signed.

**294.05** It was also agreed that a list of the parties currently working on or contracted for this project would be brought to a future meeting of the Board.

#### **BD/19-20/295 TTEC Proposed Swap of Properties**

*The Chief Innovation and Enterprise Officer, Dr Diarmuid O'Brien and Project Director, Mr Jon Milward re-joined the meeting via Zoom. The Director of Campus Infrastructure, Mr Mike Clark also joined via Zoom for this item.*

Mr Clark, with reference to his memorandum dated 16 June 2020, and his presentation dated 24 June 2020, both of which had been circulated, outlined the proposal for the Board. He advised Board members of the advantages of the proposal, particularly in respect of Trinity's larger plans for development on the TTEC site and advised of some of the next steps to be taken to ensure all legal and taxation issues are in order.

Mr Clark then specified the request before the Board in relation to the proposed property exchange noting that a sub-group of the Finance Committee, chaired by the Provost, will meet during the coming months to ensure that any remaining financial and legal issues are resolved to the University's satisfaction.

In response to queries from a Board member, Mr Clarke provided assurances that the legal team are advancing proposals that will see a minimisation of risk to the University and he also advised that the value of the property had recently been re-affirmed.

#### **Action/Decision**

**295.01** The Board considered and approved the memorandum from the Director of Campus Infrastructure dated 16 June 2020 and the three specific requests contained within, subject to the sub-group of the Finance Committee approving the remaining financial and legal issues.

#### **BD/19-20/296 Old Library Refurbishment Project**

*The Librarian and College Archivist (Programme Sponsor), Ms Helen Shenton; Programme Manager, Mr Marc Sharifi; Project Appraisal Manager (Financial Services Division), Mr Paul Coote and Head of Capital Projects and Planning, Mr Greg Power joined the meeting via Zoom for this item.*

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The Librarian and College Archivist introduced this item with reference to a presentation prepared by herself and Mr Coote, dated 24 June 2020, which had been circulated. Ms Shenton advised Board members of the scope of the project noting that the building is to be used by three main groups of users: Readers, Researchers and Visitors. She summarised the internal and external engagement and consultation to date and gave an overview of the indicative timeline of the project.

Mr Coote provided Board members with a summary of the project costs and noted some of the key financial issues for consideration. He further provided an update on the proposed business case and financing for the project.

It was noted that the Board was being asked to approve the submission of a planning application for the project, as was previously approved by the Finance Committee and the Executive Officer Group.

The Provost thanked Ms Shenton and Mr Coote and opened the item for discussion. Several Board members commended the presentation and warmly welcomed the project.

In response to a query from a Board member, Ms Shenton advised that robust market analysis, although paused for now, will be conducted to inform the business case. In response to a query from a Board member in relation to visitor admission prices, it was noted that the income generated was of great benefit to Trinity.

Responding to comments from a Board member, the importance of ensuring appropriate signage, facilities and security is provided for was acknowledged. Ms Shenton also confirmed that there will be several communications and newsletters issued in respect of the required closure.

The Provost closed the item, noting that the Board approved a submission for planning permission, which could take several months to acquire. During this time the team in the Financial Services Division will have the opportunity to fully develop the finances in the business case.

#### **Action/Decision**

**296.01** The Board noted the update on the status of the project and the financial modelling informing the business case.

**296.02.** The Board approved the submission of a planning application for the project.

#### **BD/19-20/297 E3 Capital Project Update**

*The Independent Monitor, Mr Leo Harmon; Capital Steering Committee Chair, Mr Mike Peirce; Head of Capital Projects and Planning, Mr Greg Power; and Programme Manager, Ms Edwina Hegarty joined the meeting via Zoom for this item.*

The Provost welcomed Mr Harmon, Mr Peirce, Mr Power and Ms Hegarty to the meeting.

Mr Harmon provided Board members with a summary of his report dated 13 June 2020, which had been circulated, by speaking to the following main elements:

- Team;
- Budget;
- Contract;
- Quality;
- Programme;
- Health and Safety/Covid-19.

Overall, Mr Harmon advised that the project was within budget, with no quality issues, and that the team were performing well. Noting that Covid-19 will inevitably have an impact on productivity, Mr Harmon advised that the construction industry has a great capacity to be innovative in challenging times.

The Bursar/Director of Strategic Innovation, with reference to a presentation she and the Programme Manager had prepared, dated 24 June 2020, provided Board members with an update on progress with the project to date. She advised the Board that the detailed design process was almost complete, that the demolition of the former Biochemistry building is now complete and

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that a number of enabling projects were at Tender or Design stage. The Bursar/Director of Strategic Innovation, speaking to the impact of Covid-19 advised that the project is subject to ongoing review in the context of an evolving construction industry environment. She concluded by giving an overview of the project budget and funding.

Mr Peirce, commended the teamwork of the academic members of staff from the Disciplines involved, emphasising that bringing together the relevant disciplines would result in a significant advantage to the University. He also advised that the future proofing of the project in respect of Covid-19 had been given a lot of thought to date and is likely to receive increased consideration due to the amount of uncertainty which remains.

The Provost, thanking the speakers for their contributions, opened the item for discussion.

In response to a query from a Board member in respect of the Immigrant Investor Programme (IIP), the Chief Operating Officer clarified the governance structure and agreed to liaise with the Board member directly on the matter if helpful.

#### **Action/Decision**

**297.01** The Board received the report from the Bursar/Director of Strategic Innovation, the Independent Monitor, the Chair of the Capital Steering Committee, the Head of Capital Planning and Projects and the Programme Manager, noting the progress on the E3 Learning Foundry Capital Project and the impacts of Covid-19 on the project.

#### **BD/19-20/298 Printing House Square Project Update**

*The Dean of Students, Professor Kevin O’Kelly (Project Sponsor); Independent Monitor, Ms Denise Kennedy; Steering Group Chair, Mr Joe Linders; and Head of Capital Projects and Planning, Mr Greg Power joined the meeting via Zoom for this item.*

Professor O’Kelly introduced this item with reference to his presentation dated 24 June 2020, which had been circulated in advance. He advised Board members that the project remains within the approved budget, but that there had been further delays to the timeline with the contractor now working on a revised schedule. It was noted that the Printing House Square construction site had also closed on 28 March 2020 due to the Covid-19 Pandemic but had re-opened, with the appropriate health and safety measures in place, on 25 May 2020. However, it was also noted that there are a reduced number of resources on site. Professor O’Kelly advised that there is ongoing dialogue between Trinity and the Contractor in respect of the revised programme and the proposed completion date.

Mr Linders noted that the substantial delay to the programme of the project was a concern. He advised the Board that while quality is being carefully monitored; with the reduction in resources on site, this monitoring should be enhanced to ensure the originally specified level of quality is delivered.

Ms Kennedy, with reference to her report dated 17 June 2020, which had been circulated in advance, summarised her report which focused on budget, programme, quality, health and safety and team performance matters. In conclusion, she advised Board members that the impact of Covid-19 on the project, from both a commercial and programme perspective, was still largely unknown and so the focus now needs to be on continuing to monitor the works on site as well as the health and safety measures.

In response to queries from Board members, Ms Kennedy advised that there is a robust contract in place with appropriate provisions should there be any unforeseen developments on the part of the Contractor. Professor O’Kelly advised that the project team are continuously reviewing advices received as the effects of the Pandemic on the project unfold.

The Provost thanked Professor O’Kelly, Mr Linders, Ms Kennedy and Mr Power for the update.

#### **Action/Decision**

**298.01** The Board received the report from the Project Sponsor and the Independent Monitor.

#### **BD/19-20/299 2010 Consolidated Statutes – Proposed Amendments to Schedule 1 to the Chapter on Board**

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The Registrar introduced this item with reference to his memorandum dated 16 June 2020, which had been circulated. He advised the Board that the Statutes & Schedules Working Party had considered and approved the proposed amendments to the Statutes which would:

- (a) facilitate the extension of Board members' terms in exceptional circumstances where the holding of Board elections would be severely impacted
- (b) to confirm the holding of Board elections by electronic means in the Fellows' and Fellow Professors Constituency and the Academic Staff (non-Fellow) Constituency.

**Action/Decision**

**299.01** The Board considered and approved the memorandum from the Registrar dated 16 June 2020 and the proposed amendments to the Statutes as contained within.

**BD/19-20/300 Board Membership – Extension of Terms**

*Mr Byrne and Ms Farrell left the meeting for this item.*

The Secretary to the College introduced this item with reference to his memorandum dated 22 June 2020. He referenced the Board decision of 27 May 2020 to postpone the Board elections for the Technical, Administrative and Support Staff constituency to Michaelmas Term 2020, due to the impact of the Pandemic on the holding of a paper-based election for that constituency. It had also been noted by the Board on 27 May 2020 that an extension of the membership terms of Ms Stephanie Farrell and Mr Kevin Byrne would also be required.

The Secretary to the College advised Board members that the request for the extension of the term of Board membership for the two Board members until 30 November 2020 was now before the Board for approval.

**Action/Decision**

**300.01.** The Board noted and approved the memorandum from the Secretary to the College dated 22 June 2020 and the proposal to extend the term of two Board members until 30 November 2020.

**BD/19-20/301 Planning Group Report to Board #22**

The Vice-Provost/Chief Academic Officer introduced this item with reference to his memorandum dated 18 June 2020 and his presentation dated 24 June 2020, which had been circulated. He advised Board members that the priorities for the Planning Group from February onwards had focused on Covid-19 Financial Planning and Emergency University Budgeting as well as a review of the Baseline Budgeting Model, which is now temporarily paused. The Vice-Provost/Chief Academic Officer also summarised some of the other work undertaken by the Planning Group which included applications to the HEA Human Capital Initiative Pillars 1 and 3 and the monitoring of finances, student numbers and staffing.

In response to a query from a Board member in respect of the provision of additional budgets to Schools to facilitate the purchasing of appropriate resources to assist with remote working, the Vice-Provost/Chief Academic Officer advised that this issue is being carefully considered by the Emergency Financial Management Group.

**Action/Decision**

**301.01.** The Board noted and approved the memorandum from the Vice-Provost/Chief Academic Officer, dated 18 June 2020 and the accompanying Planning Group Report #22.

**BD/19-20/302 Visitors**

The Board received the verbal update from the Secretary to the College.

**BD/19-20/303 University Council**

The Board noted and approved the draft Acta of the Council meeting of 16 June 2020.

**BD/19-20/304 Any Other Urgent Business**

- (i) **Deferrals**

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In response to a query from a Board member in respect to the anticipated number and proposed treatment of requests for deferrals from students, the Senior Lecturer/Dean of Undergraduate Studies advised that he is liaising with the Admissions Officer on this matter and that it is likely that a rise in the requests for deferrals will be observed nationwide due to the impact of the Pandemic.

The Vice-Provost/Chief Academic Officer informed Board members that this item was also on the agenda for discussion at the Irish Universities' Association Registrars' Group.

**(ii) Board Review Working Group**

In response to a query from a Board member in respect of the membership of the Board Review Working Group, it was clarified that the current membership will remain in place until September 2020 and when the elected student representative has completed their work, the incoming student representative will take their place on the Working Group.

**SECTION A.2**

**BD/19-20/305 Lone Working Policy**

The Board Considered and approved the memorandum from the Head of Safety, dated 16 June 2020.

**BD/19-20/306 Revised House Purchase Loan Policy**

The Board considered and approved the memorandum from the Treasurer/Chief Financial Officer dated 16 June 2020.

**SECTION B**

**BD/19-20/307 Audit Committee**

The Board noted and approved the draft Minutes of the Meeting of 28 April 2020.

**BD/19-20/308 Human Resources Committee**

The Board noted and approved the draft Minutes of the Meeting of 14 May 2020.

**BD/19-20/309 Library and Information Policy Committee**

The Board noted and approved the draft Minutes of the Meeting of 11 May 2020.

**BD/19-20/310 Quality Committee**

The Vice-Provost/Chief Academic Officer advised Board members that Quality & Qualifications Ireland (QQI) had postponed the upcoming Institutional review until Michaelmas Term 2021.

The Board noted and approved the draft Minutes of the Meeting of 20 May 2020.

**SECTION C**

**BD/19-20/311 Administrative Procedures in the Summer Session**

The Board noted that items of routine College business relating to Board will be dealt with by the Provost or Vice-Provost/Chief Academic Officer during the Summer Session, 25 June 2020 to 28 August 2020 and a report will be made to Board at its first meeting on 16 September 2020.

**BD/19-20/312 Proposed Amendments to Constitution of the Trinity College Dublin Academy of Dramatic Art (The Lir Academy)**

The Board noted and approved the Memorandum from the Secretary to the College dated 22 June 2020.

**BD/19-20/313 Trinity College Dublin Annual Report 2018/19**

The Board noted and approved the report.

**BD/19-20/314 Associated Companies – Directors’ Reports**

The Board noted the Memorandum from the Secretary to the College dated 18 June 2020.

**BD/19-20/315 Proctors’ Lists for Summer Commencements**

The Board noted that the Proctors’ Lists were approved by the sub-committee of Board and Council on 15 June 2020.

**BD/19-20/316 Panel of Enquiry – Chairperson**

The Board noted and approved the re-appointment of Ms Marguerite Bolger, S.C. as Chairperson of the Panel of Enquiry (*Statutes, Chapter on Student Conduct and Capacity, Schedule 2, Part 5 refers*) for a second term of three years to conclude at the end of the academic year 2022/23, with the approval of the Students’ Union and the Graduate Students’ Union.

**BD/19-20/ 317 Funding Statements for Year Ended 30 September 2019**

The Board noted and approved the Memorandum from the Chief Financial Officer dated 15 June 2020.

**BD/19-20/318 Head of School**

The Board noted and approved the nomination of Professor Anne Fitzpatrick as Head of School of Languages, Literatures and Cultural Studies for a one-year term commencing 24 June 2020.

**SECTION D**

In compliance with the Data Protection Acts this information is restricted.

Signed: .....

Date: .....