



Incorporating any amendments approved at subsequent Board meetings

Minutes of Board Meeting of 14 December 2016

- Present* Provost (Dr P J Prendergast), Vice-Provost/Chief Academic Officer (Professor C Morash), Senior Lecturer/Dean of Undergraduate Studies (Professor G S Martin), Registrar (Professor P Murphy), Bursar/Director of Strategic Innovation (Professor V Campbell), Professor D Ahern, Professor S Alyn Stacey, Dr O Braiden, Mr S Collins, Professor S M Draper, Ms S Dunphy, Ms S Farrell, Mr J Keogh, Mr T Keohane, Professor C Laudet, Professor B M Lucey, Professor C McCabe, Mr K McNulty, Professor R Moss, Ms A Ní Lochlainn, Professor E O'Halpin, Professor D R Phelan, Professor A Seery, Professor R Timoney, Mr D Whelehan.
- Apologies* Dr D Fayne, Professor R Gilligan.
- In attendance* Assistant Secretary to the College (Ms V Butler).
- (ex officio)* Secretary to the College (Mr J Coman), Treasurer/Chief Financial Officer (Mr I Mathews).
- (by invitation)* Chief Operating Officer (Ms G Ruane), Vice-President for Global Relations (Professor J Hussey).

SECTION A

BD/16-17/084 Statement of Interest

The Secretary to the College advised that a number of Statements of Interest had been declared and addressed each one as follows:

- The Treasurer/Chief Financial Officer declared a potential conflict in relation to Agenda item A.5 Assurances required by Trustees of Trinity Foundation as he was one of the Trustees. The Secretary to the College recommended, and the Board agreed, that Mr Mathews should excuse himself from the meeting for the discussion on this item.
- Professor Deirdre Ahern had declared a potential conflict of interest in relation to Agenda item A.10 University Council as she was included in the nominations for promotion to Associate Professor and for accelerated advancement which had been approved by Council. The Secretary to the College recommended, and the Board agreed, that Professor Ahern should excuse herself from the meeting for the discussion on this item.
- Professor Catherine McCabe had declared a potential conflict of interest in relation to Agenda item A.10 University Council as she was included in the nominations for promotion to Associate Professor which had been approved by Council. The Secretary to the College recommended, and the Board agreed, that Professor McCabe should excuse herself from the meeting for the discussion on this item.
- Professor Rachel Moss had declared a potential conflict of interest in relation to Agenda item A.10 University Council as she was included in the nominations for promotion to Associate Professor which had been approved by Council. The Secretary to the College recommended, and the Board agreed, that Professor Moss should excuse herself from the meeting for the discussion on this item.
- Professor Sarah Alyn-Stacey declared a potential conflict in relation to Agenda item C. 20(iii) Visual and Performing Arts Fund as her application to this fund had been successful. The

Secretary to the College recommended, and the Board agreed, that Professor Alyn-Stacey should excuse herself from the meeting for the discussion on this item.

BD/16-17/085 Minutes - Meeting of 9 November 2016

The Minutes of the Board meeting of 9 November 2016 were approved and signed.

BD/16-17/086 Matters Arising from the Minutes

There were two matters arising as follows:

BD/16-17/060 Senior Academic Promotions Trinity College, Review of Policy and Operations

It was noted that the Vice-Provost/Chief Academic Officer was proceeding to implement the recommendations as approved by Board, with full implementation planned for the academic year 2017/18. It was also noted that an implementation Working Group is to be formed with the following membership:

- Vice-Provost/Chief Academic Officer;
- 3 Faculty Deans;
- The Equality Officer;
- Professor Marina Lynch.

It was noted that a promotion round would proceed in 2016/17 under the current process but with the financial quota as set out in Recommendation 1 of the report prepared by Professor Saunders. In response to comments from a Board member, it was noted that the Vice-Provost/Chief Academic Officer is to have due regard to the spirit of the report when developing any new policies for promotion.

BD/16-17/069 Human Resources Committee

The Board approved the Diversity and Inclusion Strategy which had been further revised by the Chief Operating Officer and the Director of Diversity and Inclusion, in consultation with Professor Robbie Gilligan.

Action/Decision:

086.1 It was agreed that Professor Robbie Gilligan, in consultation with the Senior Lecturer, should be invited to present a discussion paper for a future meeting of Board on the topic of diversity and inclusion.

BD/16-17/087 Provost's Report

The Provost provided the Board with an update on his work in the past month under the following headings:

- (i) **Invitation to membership of the League of European Research Universities (LERU)**
The Provost advised the Board that following the recent invitation for the university to be a member of LERU it is now proposed to invite staff members to join relevant working groups to progress the research agenda involved.
- (ii) **Investment Committee – divestment from Fossil Fuels;**
The Provost informed the Board that in response to a student campaign 'Fossil Free TCD', and following consideration by the Investment Committee, it had been decided that Trinity is to divest from companies whose main purpose is fossil fuels. It was noted that this decision sees the university being the first university in Ireland to divest from investment in fossil fuels and contributes to the strategic aim of sustainability.
- (iii) **Trinity Education Project**
The Provost advised that the Trinity Education Project is progressing well. The Vice-Provost/Chief Academic Officer is the project sponsor and the current entry routes

Incorporating any amendments approved at subsequent Board meetings

in to the Two Subject Moderatorship (TR001) are under review, with the entry routes in to the Science Course (TR071) recently approved by Council. The Provost with reference to Agenda item 8, 2010 Consolidated Statutes, noted the proposed statute change to the Introduction Chapter which would allow for examinations to be scheduled outside of Trinity Term.

(iv) Philanthropy

The Provost advised the Board that he had recently travelled to London to continue philanthropic activity in support of the E3 project.

BD/16-17/088 Sustainability Report and Provost's Advisory Committee on Sustainability

The Provost welcomed Mr Joe Borza, Sustainability Advisor and Member of the Green Campus Committee to the meeting.

The Registrar, with reference to her memorandum dated 1 December 2016, advised the Board that in keeping with the goals of the Strategic Plan 2014-2019 it is proposed to establish the Provost's Advisory Committee on Sustainability.

She also advised the Board that it is proposed that Trinity becomes the first university in Ireland to join the International Sustainable Campus Network (ISCN) which currently comprises of 80 universities across 30 countries. Application for membership will be among the first goals of the Provost's Advisory Committee on Sustainability. She then invited Mr Borza to provide the Board with an overview of the first Annual Sustainability Report.

Mr Borza invited the Board's attention to his presentation which had been circulated. He advised the Board of some of the highlights of the report noting that the green campus initiative had commenced 25 years ago and then identified some of the challenges being faced.

Following discussion the following comments were noted:

- Current parking facilities for bicycles on campus should be reviewed by reference to international trends and that increased signage is required for the existing facilities;
- Some consideration should be given to the use of Fellows' Square including the possible provision of chains around the grassed area (as in New Square). Consideration should also be given to litter management and the current provision of bins in that area;
- The Bike to Work scheme and the annual commuter pass should be made available more frequently;
- Ways to increase the reuse of obsolete IT equipment should be considered, although it was noted that a good deal of internal recycling is already occurring;
- The benefits of using LED lighting and the importance of continuing efforts to roll out LED across the campus;
- Increased communications on and monitoring of energy usage and waste may prove beneficial in encouraging better green practices;
- The economic and financial benefits to encouraging sustainability;
- The use of paper has reduced due to online and electronic initiatives;
- The use of bottled water has increased and that efforts are continuing to encourage the use of plumbed water facilities.

Action/Decision

088.1 The Board noted the memorandum from the Registrar dated 1 December 2016 and the presentation by Mr Joe Borza, Sustainability Advisor and Member of the Green Campus Committee.

088.2 The Board noted and approved the establishment of the Provost's Advisory

Incorporating any amendments approved at subsequent Board meetings

Committee on Sustainability and recommended that the comments from Board members in relation to sustainability be considered for future agendas of the committee meetings. It was agreed that the Environmental Officer of the Graduate Students' Union should be invited to join this committee.

The Provost noted the intention of the university to continue to promote sustainability and low carbon living and that the report is a useful platform to enable the university to monitor and improve its sustainability objectives. The Provost then thanked Mr Borza who left the meeting at this point.

BD/16-17/089 Assurances required by Trustees of the Trinity Foundation

The Treasurer/Chief Financial Officer left the meeting for this item.

The Provost invited the Board's attention to his memorandum dated 9 December 2016 and provided Board members with some background on this item. He proposed that a subgroup of the Board be established to meet with the Trustees of the Trinity Foundation and it was agreed that Dr Olive Braiden be invited to join this group.

Action/Decision

- 089.1** The Board noted and approved the memorandum from the Provost, dated 9 December 2016.
- 089.2** The Board agreed that Dr Olive Braiden be invited to join the subgroup as listed in the memorandum from the Provost.

BD/16-17/090 Update on Estates Strategy

The Bursar/Director of Strategic Innovation invited the Board's attention to her presentation which had been circulated in advance and provided a summary of the preparation of the Estates Strategy to date. She advised the Board that the current focus of the strategy is on gathering estates related data and on determining the occupancy, usage and condition of the academic areas across the campus. In addition, it was noted that consideration is being given to the suitability of the space allocated to schools in respect of their teaching and research needs. The Bursar/Director of Strategic Innovation also advised that a similar exercise for non-academic areas is to be conducted in the coming months. She informed the Board that not all teaching rooms are registered on the timetabling system (CMIS) and that a transparent and accurate view of room bookings will be required to enable the introduction of a fixed timetable which is currently being explored by the Trinity Education Project.

The Bursar/Director of Strategic Innovation advised the Board that a briefing document considering the development of the TTEC site is currently being prepared by a consultancy firm. This will outline the issues which need to be considered in the strategic development of that site. It was noted that a workshop on architectural conservation was recently held and that student survey has been prepared for circulation in early 2017.

The Bursar/Director of Strategic Innovation concluded by thanking the former Space Planning Officer, Mr Éanna Kealey for his contribution to this project.

During a discussion the Chair of the Estates Policy Committee advised the Board that there had been significant discussion the Estates Strategy at the recent meeting of the committee and it was felt that consideration should be given to increasing the budget for the maintenance of buildings. The Treasurer/Chief Financial Officer advised that the backlog of maintenance works to be conducted is acknowledged and it was clarified that Trinity has not been in receipt of a capital budget or a backlog maintenance allowance from the Higher Education Authority (HEA) since 2008.

Other comments from Board members included:

- The development of a Student Centre would be welcomed;
- Many spaces are quite small in size which can be constraining at a time when the university is planning to increase the student population;

Incorporating any amendments approved at subsequent Board meetings

- There has been an increase in the use of common areas by students to conduct group-work and that these spaces are not necessarily always suitable for this activity;
- Members of academic staff having to share offices can be constraining for staff in their role as Tutor;
- The importance of ensuring that all available space in the university is registered on the system.

The Provost thanked the Bursar/Director of Strategic Innovation and noted that a further update would be provided in due course.

BD/16-17/091 Campus Medium Voltage (MV) Upgrade

The Head of Capital Projects and Planning, Mr Greg Power, joined the meeting for this item.

The Bursar/Director of Strategic Innovation introduced this item noting that the existing infrastructure was not sufficient to facilitate new capital development projects and that there is a need to increase the capacity on the main campus. She provided a summary of the Campus MV Project, noting that it is envisaged that the project will be complete in advance of the completion the Trinity Business School and of the works at Oisín House. She also provided an overview of the associated project costs.

During the course of a discussion the following comments from Board members were noted:

- Careful consideration should be given to the examinations process when scheduling these works;
- Much laboratory teaching and many research projects depend heavily on an electrical supply and any disruption to the current supply will need to be appropriately managed;
- The need to keep cyclists and motorists informed to any disruption on campus.

The Bursar/Director of Strategic Innovation advised that the importance of good communication throughout the project has been noted and that a co-ordinated approach to the works is to be adopted.

The Provost thanked the Bursar/Director of Strategic Innovation and her team for their work on this project and in planning for an essential piece of infrastructure to be upgraded.

Action/Decision:

091.1 The Board noted and approved the document from the Bursar/Director of Strategic Innovation dated 29 November 2016.

091.2 The Board noted and approved the Campus MV project, including the associated expenditure, and also noted the route for underground cabling and the communication plan.

Professor Brian Lucey left the meeting at this point.

BD/16-17/092 2010 Consolidated Statutes

The Registrar, with reference to her two memoranda, both dated 1 December 2016, provided the Board with a summary of the rationale behind the proposed amendments to the 2010 Consolidated Statutes. She invited the Board to consider the two proposals and to agree for the process of seeking the Fellows' assent to commence for each.

Following discussion, it was agreed that the assents process for the proposed statutory amendments should be conducted consecutively and not concurrently as had been originally proposed. It was also proposed that the Vice-Provost/Chief Academic Officer and Registrar further engage with the Fellows to clarify any queries there may be in relation to the proposed amendments.

Action/Decision

092.1 Timeline for Fellows' Assents to amend Chapter on the Fellows

The Board noted the memorandum from the Registrar dated 1 December 2016 on the timeline

Incorporating any amendments approved at subsequent Board meetings

for Fellows' Assents to amend the Chapter on the Fellows. It was agreed that the assents process would commence on 9 January and close on 27 January 2017.

092.2 Proposed Change to Introduction Chapter

The Board noted the memorandum from the Registrar dated 1 December 2016 on the proposed change to the Introduction Chapter. It was agreed that the assents process would commence on 30 January and close after three weeks.

BD/16-17/093 Increasing the Provision of Student Accommodation

The Chief Operating Officer introduced this item and invited the Board's attention to her presentation which had been circulated. Noting the strategic objective to increase the student population and available student accommodation, she advised the Board that, despite continued efforts, there were some constraints on the opportunities available to Trinity due to pricing restrictions.

The following comments were noted:

- The concerns of the Students' Union and the Graduate Students' Union and the urgent need for the provision of additional student accommodation;
- The need to deliver on the targets as set out in the Strategic Plan 2014-2019;
- The impact on students of the current accommodation crisis;
- A more assertive approach with developers should be considered.

Action/Decision

093.1 The Board noted and discussed the memorandum from the Chief Operating Officer dated 6 December 2016.

093.2 The Board agreed that the prioritisation of capital projects exercise would be revisited.

Ms Sheila Dunphy left the meeting at this point.

BD/16-17/094 University Council

Professors Deirdre Ahern, Catherine McCabe and Rachel Moss left the meeting for this item.

The Board noted and approved the draft Acta of the Council meeting of 30 November 2016 and the recommendations of the Senior Promotions Committee contained within.

BD/16-17/095 Any Other Urgent Business

There was no other urgent business.

SECTION B

BD/16-17/096 Board Business

(i) Callover

The Board noted the Board Callover from the meeting of 9 November 2016.

(ii) Outcomes

The Board noted the Board Outcomes from the meeting of 9 November 2016.

BD/16-17/097 Audit Committee

The Secretary to the College, in the absence of Professor Robbie Gilligan, drew the Board's attention to those minutes of particular relevance to the Board.

The Board noted and approved the draft minutes of the meeting of 1 December 2016.

BD/16-17/098 Finance Committee

The Treasurer/Chief Financial Officer drew the Board's attention to those minutes of particular relevance to the Board. The Treasurer/Chief Financial Officer advised that the divestment from fossil fuels was unlikely to have a material impact on investment returns in the long term.

Incorporating any amendments approved at subsequent Board meetings

The Board noted and approved the draft minutes of the Finance Committee meeting of 22 November 2016 and Memorandum from the Secretary to the College dated 14 November 2016 re: Voluntary Strike Off of the Haughton Institute for Graduate Education and Training in the Health Sciences Limited.

BD/16-17/099 Estates Policy Committee

The Chair of the Estates Policy Committee drew the Board's attention to those minutes of particular relevance to the Board.

The Board noted and approved the draft minutes of meeting of 18 November 2016.

SECTION C

BD/16-17/100 Related Entity Financial Reporting

- (i) The Board noted and approved the Memorandum from the Chief Financial Officer, circulated, dated 2 November 2016 re Finance Committee minute FN/16-17/36.
- (ii) The Board noted and approved the Memorandum from the Chief Financial Officer, circulated, dated 6 December 2016 re Finance Committee minute FN/16-17/48.

BD/16-17/101 Higher Degrees

The Board noted Higher Degrees, circulated, approved by the sub-committee of Board and Council on 30 November 2016.

BD/16-17/102 Proctors' Lists for Winter Commencements

The Board noted that the Proctors' Lists were approved by the sub-committee of Board and Council on 29 November 2016.

BD/16-17/103 Sealings

The Board noted the sealings, as circulated, and attached as Appendix 1 to this Minute.

BD/16-17/104 Prizes and Awards

- (i) **2016 Entrance Exhibition Awards**
The Board noted and approved the Memorandum from the Senior Lecturer/Dean of Undergraduate Studies, circulated, dated 7 December 2016.
- (ii) **School of Medicine Studentships 2016/17**
The Board noted and approved the Memorandum from Ms Sharon Thompson, Medical Student and Intern Co-ordinator, circulated, dated 30 November 2016.

Professor Sarah Alyn Stacey left the meeting for the following agenda item.

- (iii) **Visual and Performing Arts Fund 2016/17**
The Board noted and approved the Memorandum from the Provost, circulated, dated 5 December 2016.
- (iv) **Lucy Gwynn Prize**
The Board noted and approved the Memorandum from the Senior Lecturer/Dean of Undergraduate Studies, circulated, dated 29 November 2016.
- (v) **Gold Medal Recommendation 2016**
The Board noted that the Board had approved electronically on Friday 2 December 2016 the Memorandum from the Senior Lecturer/Dean of Undergraduate Studies

Incorporating any amendments approved at subsequent Board meetings

dated 28 November 2016 regarding the award of an additional Gold Medal for the academic year 2015/16 to the following Human Health and Disease final year student: Strickland, Tammy.

- BD/16-17/105 Directors of Trinity Brand Commercial Services Limited**
The Board noted and approved the Memorandum from the Secretary to the College, circulated, dated 5 December 2016.

- BD/16-17/106 Loan of painting**
The Board noted and approved the Memorandum from the Head of School of Computer Science and Statistics, circulated, dated 5 December 2016.

- BD/16-17/107 Audit of Financial Statements – KPMG and the Office of the Comptroller and Auditor General Engagement Letters**
The Board noted and approved the Memorandum from the Internal Auditor, circulated, dated 7 December 2016.

- BD/16-17/108 Compliance with the Companies Act 2014**
The Board noted and approved the Memorandum from the Secretary to the College, circulated, dated 30 November 2016.

SECTION D

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

Signed:

Date:

Sealings

27 October 2016

**Eblana Photonics Limited
Unit 32, Trinity Technology and Enterprise Campus, Pearse Street, Dublin 2
Licence**

The Seal of the College was put in duplicate for licence between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Eblana Photonics Limited, Unit 32, Trinity Technology and Enterprise Campus, Pearse Street, Dublin 2.

27 October 2016

**John Sisk and Son (Holdings) Limited
Licence**

The Seal of the College was put in duplicate for Licence between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and John Sisk and Son (Holdings) Limited, Wilton Works, Naas Road, Clondalkin, Dublin 22.

3 November 2016

**Trino Therapeutics Limited
Unit 2.5, The Tower, Trinity Technology and Enterprise Campus, Pearse Street, Dublin 2.
Licence**

The Seal of the College was put in duplicate for Licence between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Trino Therapeutics Limited, Unit 2.5, The Tower, Trinity Technology and Enterprise Campus, Pearse Street, Dublin 2.

25 November 2016

**Airmid Health Group Limited
Licence**

The Seal of the College was put in duplicate Licence between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Airmid Health Group Limited, Unit 17.3, Trinity Technology and Enterprise Campus, Pearse Street, Dublin 2.

25 November 2016

**Allergy Standards Limited
Licence**

The Seal of the College was put in duplicate Licence between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Allergy Standards Limited, The Tower, Trinity Enterprise Campus, Grand Canal Quay, Dublin 2.

25 November 2016

**Carrick Therapeutics Limited
Licence**

The Seal of the College was put in duplicate Licence between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Carrick Therapeutics Limited, Arthur Cox Building, Earlsfort Terrace, Dublin 2.