A meeting of the University Council was held on Wednesday 4 December 2002 at 11.15 am in the Board Room.

Present
- Provost, Vice-Provost, Senior Lecturer, Registrar, Senior Tutor, Dean of Graduate Studies, Dean of Arts (Humanities), Dr P C Conroy, Dr M H Adams, Dean of Arts (Letters), Dr S J Matterson, Dr N McLelland, Dean of Business, Economic and Social Studies, Dr J C Stewart, Dr N Persram, Dean of Engineering and Systems Sciences, Dr J K Vij, Dr D W O’Dwyer, Dean of Health Sciences, Dr A W Kelly, Dean of Science, Dr B Espey, Dr C Benson, Mr J Walsh, Ms T Cox, Ms H Fychan, Dean of Dental Affairs.

Apologies
- Dr M G Barry, Dr P Coxon, Ms G E Fallon, Mr I Moynihan, Mr F Kieran.

In attendance
- Librarian, Secretary, Academic Secretary.

Student observer
- Mr J Inderhaug.

16/A Declaration
- Mr John Walsh, Vice-President of the Graduate Students' Union, made the statutory declaration and the Provost welcomed him to the meeting.

The Provost also welcomed Ms Patricia Callaghan, Admissions Officer, who was in attendance for consideration of the Senior Lecturer’s Annual Report.

16/B Minutes
- The minutes of the meeting of 6th November 2002 were approved subject to the replacement of minute 13/B with the following:

13/B Junior Promotions Committee – 2002 Review
- Council noted and approved the contents of a memorandum from the Secretary to the Junior Promotions Committee as tabled dated 1st November 2002 in relation to the following:
  - (i) Dr Brian Espey (Physics)
  - (ii) Dr Thomas Eoin O’Sullivan (Social Studies)
  - (iii) Dr Linda Doyle (Electronic and Electrical Engineering)

16/C Matters Arising from the Minutes
- A number of matters arising from the Minutes were discussed and have been minuted under appropriate headings hereafter.

16/D Quality Improvement and Quality Assurance (see Actum 10/D of 6th November 2002)
- The Senior Lecturer advised that reports for five departmental reviews were now published on the College website for departments where site visits had been conducted after 1st January 2002 and where Council and Board had concluded their consideration of the reports.
17/A Working Party on Teaching and Learning – Centre for Academic Practice and Student Learning (see Actum 11/A of 6th November 2002) The Senior Lecturer reported that discussions were ongoing regarding the establishment of the Centre on a minimalist basis and she hoped to be in a position to report further at the next meeting.

17/B Strategic Plan (see Actum 9/A of 6th November 2002) The Provost stated that the section of the plan that identified priorities for action and details of implementation would be returned to early in the Hilary Term when the financial situation was more certain. Consideration would be given to holding a joint meeting of Council and Board at that time.

Arising from the above, the Provost stated that College was facing a reduction of the order of €8m in its recurrent funding and as a direct result of this there would be reductions in expenditure. Board had already agreed to freeze all appointments. He stressed that in this restricted financial environment, it would be important for College to maintain a strategic approach in terms of identification of priorities and distribution of resources.

17/C Senior Lecturer’s Annual Report, 2001-02 (including Admissions Data for 2002) A copy of the Annual Report had been circulated to Council members. The Provost complimented the Senior Lecturer and her staff on the report and encouraged other areas in College to produce an annual report where such practice was not already in place. In introducing the report, the Senior Lecturer stated that the report dealt with areas of academic progress of students (mainly undergraduates) from admission through to graduation. The report began with undergraduate admissions data for 2002, although all remaining data related to the academic year 2001-02. The Senior Lecturer invited Council’s attention to elements of the data presented under the following headings

(i) **Applications and Admissions**: Trinity attracted 12.6% of first preference applications in the CAO (12.3% in 2001). There was an overall College ratio of 2.8:1 (3:1 in 2001) of first preference applications to course quotas.

*Degree in Nursing Studies*: The degree programme was introduced in 2002 and applications were processed through the CAO. The course is funded on a student *per capita* basis and there was some concern regarding a shortfall in student numbers.

*Bachelor in Acting Studies*: Admission to this course had been suspended in 2002 and a case was being prepared for submission to the HEA for increased financial support.

*Entrance Exhibitioners*: A total of 470 students were awarded Entrance Exhibitions having achieved 545 or more entry points. They represent 23% of the Junior Freshman class of 2002/03.

*Matriculation Examination*: Russian has been withdrawn from the matriculation examination and Geology is the only subject that will continue to be offered.

*Students applying under the Mature Student Dispensation*: The number of applications under the mature student dispensation scheme was 696 in 2002, an increase of 30% on the previous year. It was likely that this was related to the country’s changing economic situation.

*New Entrant Survey*: Among the issues identified by this survey was that 72% of the 1425 respondents had consulted Trinity’s worldwide web pages while 65% had used the College prospectus as a source of information.
Schools Liaison Activities: A wide range of schools liaison activities was reported on and the Senior Lecturer reminded Council that the Open Day will be held on 11th December 2002. The prospectus had been re-designed and furthermore, the admissions website was currently being re-designed and would include an on-line application facility for mature students.

(ii) Trinity Access Programme (TAP): The TAP programme encompasses four initiatives that are supported in part by the HEA through its Targeted Funding Programme for Special Initiatives. These are (a) the second-level programme; (b) the reserved places/direct application scheme; (c) the Foundation course for Higher Education – Mature Students; and (d) the Foundation Course for Higher Education – Young Adults. Progression from the two foundation programmes to undergraduate programmes in Trinity and to other Colleges was very satisfactory.

(iii) Student Population: Information was presented on the geographical distribution of students, on gender breakdown and a breakdown was provided on categories of postgraduate students. It was noted that 61% of the student population was female.

(iv) Academic Staff: In 2001/02, there were 97 new academic appointments. Of those appointed 50.5% held doctoral degrees compared with 61% in the previous year. The average staff:student ratio for College was 1:17, ranging from 1:11 in Health Sciences to 1:24 in the Faculties of Arts (Humanities) and BESS.

(v) Academic Progress: The percentage of Junior Freshman students who successfully completed the year in 2001/02 averaged 88% across College.

Foundation Scholarship examination: A total of 287 students presented for the Scholarship examination in 2002. A total of 64 Foundation and non-Foundation Scholarships were awarded.

External Examiners: One hundred and fifty-seven external examiners were appointed and to date 112 had submitted an annual report.

Commencements, Firsts and Gold Medals: In 2001, 32 commencement ceremonies were held and 4340 degrees were conferred. A total of 285 students received first class honors primary degrees and of these, 46 received gold medals.

Distribution of Grades Achieved at Undergraduate Degree Examinations: Detailed information by course was presented on the distribution of grades achieved at degree examinations in 2002 and summary information was presented for a five year period. It was noted that in 2001/02, 14% of students achieved a first class result at their degree examination, 55% achieved a second class first division, and 24% obtained a second class second division result.

Retention: A number of projects in the area of Student Retention was being undertaken by the Student Counselling Service, supported in part by the HEA Targeted Initiatives Programme.

(vi) Central Developments in Teaching

Broad Curriculum: During the year there had been a focus on two Broad Curriculum initiatives: the postgraduate teaching studentships to support small group teaching and learning and the development of six cross-faculty courses. The Broad Curriculum had been formally launched by the Minister for Education and Science in November 2002.

Working Party on Teaching and Learning: The Working Party had been established in October 2001, and it had presented its report to Council in November 2002. The

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The report was currently available on the Senior Lecturer's Area website and comments had been invited from the wider College community. Following consideration of these comments, a proposal would be brought to Council on implementation of the proposed teaching and learning strategy and arrangements for annual review.

Centre for Learning Technology (CLT): The Centre was established in July 2000 and its objective is to support best practice in the use of ICT to enhance student learning and to advise on issues of policy, structure and future developments in educational technology. The CLT will be an integral part of the Centre for Academic Practice and Student Learning.

(vii) Quality Improvement: The remit of the Quality Office had been extended since its establishment in November 1999 and in addition to the academic departmental review process, it now included the provision of a centralised student feedback facility, a teaching development grant scheme, and the Provost's Teaching Awards scheme.

It was noted that while some courses did not meet their quotas, others such as BESS had exceeded quota. This was due to an unusually high acceptance rate for the course. The Dean of Business, Economic and Social Studies acknowledged that resources had been made available to BESS to support the additional number of students on the programme and he stated that additional resources would be required over a four year period to deal with this cohort of students.

There was discussion regarding the relative points levels for grades in the Leaving Certificate and 'A' Levels. The Admissions Officer advised that students taking the Leaving Certificate were obliged to obtain points at the one annual sitting of the examination whereas students taking 'A' Levels could accumulate points over two sittings in one academic year. Furthermore, an analysis of grades achieved at Leaving Certificate and at 'A' Levels indicated that in certain subjects there was a far higher percentage of students achieving an 'A' grade in 'A' Levels than in the Leaving Certificate. It was noted that approximately 20% of applicants to Trinity presented 'A' Level examination results.

In relation to entry points levels, 51% of students admitted in 2002 had achieved 500 points and above, while 6% had less than 400 points. As points levels normally reflected demand for a course, the Senior Lecturer indicated that if College wished to expand in certain areas, it must expect a drop in entry points levels. Furthermore, proposed expansion in certain areas also implied a transfer of resources to these areas to support expansion.

The Senior Tutor suggested that information on the scheme for admission of students with disabilities should be included in the report. Consideration should also be given to providing the gender breakdown for Entrance Exhibitioners and Scholars. The Senior Lecturer advised that 66% of this year's Entrance Exhibitioners were female. Further analysis would need to be conducted on Scholars information and first class degree awards in order to provide a gender breakdown. In discussion of this issue it was noted that the disproportionate representation of women students at university reflected trends in academic achievement at second level.

The Senior Lecturer advised that she had raised the issue of calculation of staff:student ratios at the CHIU Registrars’ Group in order to determine whether these data can be used comparatively across the universities.

It was noted that the data presented for mature students in Table A1(b) related to those admitted under the mature student dispensation scheme to full-time undergraduate programmes. The Dean of Engineering and Systems Sciences noted that a significant number of mature students was also admitted to the evening programmes in Computer Science and he suggested that this information might be incorporated in future reports.

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this regard, the Senior Lecturer advised that a working group on Lifelong Learning had recently been established and was currently documenting existing activity under this heading.

The Provost noted that in line with demographic factors, the number of applicants to the universities had again decreased, emphasising an increasingly competitive environment. While Trinity continued to attract students with high points levels, our marketing activity would have to be strengthened and developed in order to maintain and improve our position. Schools liaison activity and events such as Open Day were becoming even more important for College. In the discussion it was stated that accommodation was a very important issue for incoming students and improvements in this provision was likely to increase the attractiveness of Trinity. It was suggested that the absence of a student centre was disadvantaging College.

The Dean of Graduate Studies advised Council that he intended to present the Annual Report for Graduate Studies to the next Council meeting.

A number of suggestions was made regarding additional data that might be included in the report and the Senior Lecturer undertook to review these suggestions prior to the production of the 2002/03 report.

On behalf of Council, the Provost thanked the Senior Lecturer and her staff for preparing the report.

18/A Graduate Studies – Partial Fee Refund – Research Students  A memorandum from the Dean of Graduate Studies dated 16th November 2002 had been circulated. The Dean of Graduate Studies introduced the proposal and sought approval from Council for the introduction of a pilot scheme in the current academic year whereby research students in their first continuation year who submit their dissertations before March 30th (or September 30th for April registrants) can apply for a refund of 50% of the continuation fee. It was noted that the proposal had the approval of the Graduate Studies Committee and the Treasurer. The Dean of Graduate Studies indicated that the aim of the pilot year is to establish how many students might avail of the scheme and thus provide the information necessary to facilitate further planning. The Vice-President of the Graduate Students’ Union indicated his support for the proposal.

Council noted and approved the introduction of a pilot scheme in the current academic year as outlined in the paper from the Dean of Graduate Studies.

18/B Academic Affairs Committee  The minutes of the meeting of the Academic Affairs Committee held on 29th October 2002 had been circulated. The Senior Lecturer invited Council’s attention to the minute on the Broad Curriculum which stated that the committee had agreed to recommend to Council that substitution with credit be available for any student wishing to pursue a Broad Curriculum course. This was not, however, in place in most areas, and generally a broad curriculum course was seen as an optional and additional course. The Senior Lecturer advised that six Broad Curriculum courses had been available since October 2002 and already there was a significant drop-out of students from the courses. At the meeting of the Academic Affairs Committee on 3rd December, a further six cross-faculty courses had been selected for 2003-04. However, the Committee had recommended that College should not proceed to fill the lecturer posts until the issue of substitution had been resolved.

The Senior Tutor reminded Council of the model used in the Faculty of Business, Economic and Social Studies which allowed a language component taken as an additional course in the Junior Freshman year to be an integral course in the second year. Some members of Council

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argued that there was a lack of evidence to support the view that students were overloaded but others pointed out that unless broad curriculum courses are available through substitution with credit, the load on students would continue to increase.

The Provost supported the proposal from Academic Affairs that unless the principle of substitution for broad curriculum courses was accepted (for both cross-faculty courses and language courses), College should not proceed to fill the six lecturer posts associated with the cross-faculty courses to be offered for the first time in 2003-04. Council approved the recommendations of the Academic Affairs Committee as outlined in the circulated minutes and as reported above by the Senior Lecturer.

19/A Personnel and Appointments Committee  Council noted and approved the recommendations arising from the meeting held on 25th November 2002 as set out in the circulated memorandum from the Staff Secretary dated 27th November 2002.

19/B Nominations for Appointment  Council noted and approved the circulated information which is attached as Appendix 1 to the minutes.

A significant number of part-time academic appointments had been presented for approval and it was noted that the extent of teaching and examining duties undertaken by such staff could vary significantly. In response to a question, the College Secretary undertook to clarify the benefits that were available to part-time academic staff whose appointments were approved by Council.

Some concern was expressed at the fact that part-time staff of long standing had had their email facility withdrawn without notice either to individuals or to the departments concerned. The Vice-Provost undertook to clarify the position in advance of the next Council meeting.

19/C Graduate Studies - EU/Non-EU Postgraduate Fee Regulations  The Council noted and approved a memorandum from the Dean of Graduate Studies, circulated dated 26 November 2002.

19/D Graduate Studies Committee—Minutes  The Council noted and approved the minutes of the meetings of the Graduate Studies Committee of 13 June and 17 October 2002, as circulated.

19/E Higher Degrees—Reports of Examiners  The Council noted and approved the reports of examiners on candidates for higher degrees, approved by the sub-committee of Board and Council on 21 October 2002, as circulated:

(i)  Professional Higher Degrees by Research Alone

MD Ross Thomas Murphy.

(ii) Higher Degrees by Research Alone

PhD Louise Doyle; Jane Feehan; Andrew Steven Goodspeed; Barry Anthony Keane; Shaomin Li; Joseph Henry McLoughlin; Brenda Moore-McCann; Sharon Murphy.

PhD in Political Science Heinz Brandenburg.

MSc Vivienne Kelly; Ann Marie Killian.

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20/A Leave of Absence The Council noted and approved the following applications recommended by Deans and Heads of Department concerned on the usual basis, satisfactory proposals having been made for provision for teaching and other needs:

(i) **Biochemistry** Professor Keith F Tipton – Hilary term 2003;
(ii) **Geography** Dr Andrew C MacLaran – Trinity term 2003;
(iii) **Law**
   (a) Ms Ivana C Bacik – academic year 2003-04;
   (b) Professor W R Duncan (see Actum 60/B of 26 June 2002) – the leave of absence approved for 2002-3 and 2003-04 (extension); should have read ‘from the academic year 2002-3 to 31 December 2004 (extension)’;
   (c) Mr Gerard F Whyte – academic year 2003-04;
(iv) **Mechanical and Manufacturing Engineering – Extension** Dr James A McGovern – additional year’s leave for the calendar year 2003;
(v) **Sociology** Dr Evelyn Mahon – from the third week of Hilary term to 30 September 2003.

20/B Visiting Academics The Council granted recognition to:

(i) **Chemistry** Professor Stephen Kelty, Seton Hall University, Orange, New Jersey – academic year 2002-03;
(ii) **Children’s Research Centre** Dr Éilís Hennessy, University College Dublin – 1 January 2003 to 31 May 2003;
(iii) **Civil, Structural and Environmental Engineering** Professor Hansruedi Schneider, University of Applied Sciences, Rapperswil, Switzerland – 5 November 2002 to 1 March 2003;
(iv) **Economics/Geography** Dr Pauline McGuirk – University of Newcastle, NSW, Australia – 1 April 2003 to 30 June 2003;
(v) **Germanic Studies** Professor Geoffrey Waite, Cornell University, USA – 1 October 2002 to 31 August 2003;
(vi) **Physics** Mr Christopher Kufazvinei, Bindura University of Science, Zimbabwe – 1 January 2003 to 31 May 2003.

20/C Chairs – Edward Kennedy Chair in Health Services Management and Policy – Search Committee The Council noted and approved the following membership:

- Provost
- Senior Lecturer
- Dean of Business, Economic and Social Studies
- Dean of Health Sciences
- Ms E McAuliffe
- Professor J A Murray
- Mr M Kelly (Secretary General, Department of Health and Children)
- External Assessors (2)

20/D Representation on Council The Council noted that Mr John Walsh, Vice-President of the Graduate Students’ Union replaces Mr Brian MacSharry as a member of the University Council from 7 November 2002.

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20/E  **Consolidated List of Teaching Assistants/Assistant Examiners 2002-03** The Council noted and approved a memorandum from the Senior Lecturer, circulated dated 26 November 2002.

21/A  **Nominating Committees** The Council approved the membership of the following committees:

(i)  **Clinical Surgery – Non-clinical Lecturer (permanent)**
Dean of Health Sciences  
Professor J Reynolds  
Mr P Keeling (External Assessor – Blanchardstown)  
vacant (1)

(ii) **Policy Institute – Research Co-ordinator (2-year contract)**
Professor F P Ruane  
Professor R Holton  
Professor M J Laver  
Ms D F Alexander  
Ms O Lane

(iii) **Irish Art Research Centre – Director (3-year contract)**
Dean of Arts (Humanities)  
Professor R A Stalley  
Dr P D McEvansoneya  
Dr E J McParland  
Dr E Mahon

Signed  ...................................................

Date  ......................................................

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### Nominations to Council, 4 December 2002

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<th>Post</th>
<th>Name and Qualifications</th>
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<th>Termination Date (if contract)</th>
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<td>Biochemistry</td>
<td>Part-time Lecturer</td>
<td>SMITH, Thomas, Patrick, B.A. (Dubl.), M.Sc. (Dubl.), Ph.D. (D.U.)</td>
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<td>PARLE-MC DERMOTT, Anne, B.A. (Dubl.), Ph.D. (Dubl.)</td>
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<td>TBA</td>
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<td>Part-time Lecturer</td>
<td>DUFFIN, Dawn, Cert. Ed. (Sheff.), Dip. Ed. &amp; Trng. of People with Disabilities (NUI), M.Phil. (Dubl.)</td>
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<td>BRENNAN, Eileen, B.A.(NUI), H. Dip. Ed. (NUI), MSc (Dubl.)</td>
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<td>QUINN, Susan, B.Sc. (NUI)</td>
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<td>Contract Lecturer</td>
<td>O’KELLY, Brendan, BE (NUI), ME (NUI), PG Dipl. Computers for Engineers (Dubl.), PG Dipl Highway &amp; Geotechnical Engrg (Dubl.), Ph.D. (NUI) MIEI</td>
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<td>Histopathology</td>
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<td>FINN, Stephen, M.B., B.A.O., B.Ch. (NUI), BDS (NUI), FDS (RCSE) B.Med.Sc. (NUI)</td>
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<td>SMYTH, James, B.Sc. (NUI)</td>
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Pharmacology & Therapeutics
Research Fellow
USHER, Cara, B.Sc. (NUI), Ph.D. (NUI)
01/11/02 31/10/05

Physics
Research Fellow
REPETOWICZ, Przemyslaw, Ph.D. (Chemnitz)
01/11/02 30/04/04

Physics
Research Fellow
WIERZBOWSKA, Malgorzata, Ph.D. (Toruń, Poland)
04/11/02 03/11/05

Physics
Research Fellow
SUN, Qicheng, B.Sc. (Beijing), M.Sc. (Beijing), Ph.D. (Chinese Academy of Science)
01/01/03 31/12/04

Physics
Research Fellow
MacKERNAN, Donal, Ph.D. (Libre, Brussels)
01/10/02 30/09/04

Physics
Research Fellow
BABU, Padamatic, Ramesh, B.Sc. (Nagar.), M.Sc. (S. Krishna.), Ph.D. (Bom.)
02/01/03 01/01/04

Physics
Research Fellow
PRINA, Adriele, (Laurea, Turin), Ph.D. (submitted Dubl.)
01/10/02 30/11/03

Physiology
Part-Time Senior Lecturer
BAKHLE, Yeshwant, Shriharsh, B.A. (Oxon.), M.A. (Oxon), D.Phil (Oxon), D.Sc. (Oxon).
13/01/03 07/02/03

Psychology
Research Fellow
HOUDKOVA, Petra, B.A. (Dubl.), Ph.D. (Dubl.)
01/12/02 30/10/03

Pure & Applied Mathematics
Part-time Lecturer
McNAMARA, Cronan, B.Sc. (UCD), M.Sc. (TCD)
01/10/02 30/09/03

School of Physic
Curriculum Advisor
KELLY, Mary, M.B. (NUI), M.A. (NUI)
14/10/02 13/10/05

Social Studies
Lectureship – Social Policy (P/T)
CONNOLLY, John, B.A. (Dubl.), L.Dip (DIT), LLM (Edin.)
01/10/02 30/09/03

Social Studies
Lectureship – Social Policy (P/T)
BROOKE, Simon, M.A. (Cantab.) P-G. Dip. Social Administration (Cantab.)
01/10/02 30/09/03

Social Studies
Lectureship – Social Policy (P/T)
CAREY, Sophie, B.A. (NUI), M.A. (NUI)
01/10/02 30/09/03

Social Studies
Lectureship – Social Policy (P/T)
O’SHEA, Judy, B.A. (Dubl.) Cert. Public Admin (IPA)
01/10/02 30/09/03

Social Studies
Research Associate
FITZGERALD, Eithne, B.A. (NUI), M.A. (NUI)
01/09/02 30/09/04

Social Studies
Research Associate
CUNNINGHAM, Mary, B.A. (Dubl.), Dip Add.St. (Dubl.), M.Litt. (Dubl.)
25/11/02 24/11/05

Incorporating any amendments approved at subsequent Council meetings
The following are appointed Lecturers in Professional Nursing Studies in the School of Nursing and Midwifery Studies with effect from 1 August 2002:

**Name and Qualifications**

Corry, Margarita, RGN, ENB198, BNS (NUI), RNT, M.Sc.(Manc.)

Neenan, Kathleen, Teresa, RGN, RSCN, RNT, B.N.S. (NUI), M.Sc. (Manc.)

Fleming, Sandra, Mary, RMHN, PPN, RGN, RCNT, RNT, M.Sc. (DCU), Cert Ed. (Wales)