

*Incorporating any amendments approved at subsequent Council meetings***The University of Dublin****Trinity College**

A meeting of the University Council was held on Wednesday 26 February 2003 at 11.15 am in the Board Room.

Present Provost, Vice-Provost, Senior Lecturer, 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, Ms G E Fallon, Dr C Benson, Mr J Walsh, , Dean of Dental Affairs.

Apologies Registrar, Dr M G Barry, Dr P Coxon, Mr I Moynihan, Ms T Cox, Ms H Fychan, Librarian.

In attendance Secretary, Academic Secretary.

34/A Minutes The minutes of the meeting of 5th February 2003 were approved. The minutes of the meeting of 13th February 2003 were approved subject to the amendment of the Actum number from 28/A to 33/A.

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

34/C Disciplinary Balance (see Actum 28/E of 5th February 2003) The Senior Lecturer advised that the Higher Education Authority (HEA) had convened a further meeting to take place on 28th February 2003 in relation to Disciplinary Balance and she would report on this in due course. A copy of the Senior Lecturer's response to the HEA had been circulated for information together with a copy of the response from the Registrars' Group of the Conference of Heads of Irish Universities (CHIU). It was noted that the HEA was expecting a report from the Chair of the group on Disciplinary Balance, Dr Danny O'Hare, within the next few months.

34/D Bachelor in Acting Studies (see Actum 29/A of 5th February 2003) The Senior Lecturer advised that she hoped to be in a position to report positively on discussions regarding this programme and that she would shortly be contacting the Dean of Arts (Letters) and the Head of the School of Drama on the matter.

34/E Provost's Report

Financial Situation The Provost advised Council that while the approach to dealing with the projected deficit for 2003-04 was on the basis of a *pro-rata* distribution of pay savings, a more strategic approach would be adopted for the following year. The strategic plan was

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currently being reformulated in the context of the restricted resource situation and would be presented to a joint meeting of Board and Council which would take place on 2nd April 2003. The Provost indicated that he would also be making a presentation on the strategic plan to the HEA in July.

In the discussion, it was noted that Deans had been asked to identify how pay savings targets could be met in their Faculties. The Unit Cost Management Working Party had been charged with the task of receiving these submissions and the Senior Lecturer advised that Deans would be asked to articulate the academic implications of achieving the target pay savings. Such information in respect of both academic and non-academic areas would be considered by Executive Officers and by the Board. Council members expressed serious concern regarding the extent of the reduction in expenditure and the severe implications that it would have on all aspects of College's activities. It was acknowledged that there was a need for the sector to raise public awareness of the difficulties that it faced and a number of suggestions were made regarding how this might be achieved. With significant difficulty, the reduction in grant might be handled for one year but serious concern was expressed concerning the ability of the College to cope with this for any extended period. The situation was exacerbated by the lateness of notification of the College's recurrent grant. It was also noted that there could be implications in terms of staff recruitment and retention across the sector, as well as implications for staff morale.

The Provost clarified a number of points raised and undertook to brief Council on further developments in this area.

Fundraising Following his recent visit to the United States of America which related mainly to fundraising, the Provost indicated that given developments at an international level, the potential for successful fundraising had diminished quite significantly. He encouraged the College community to support the Trinity Foundation in its fundraising activities and he noted the important role played by the Foundation in terms of co-ordinating approaches to potential donors from members of College.

Trinity MBA Programme The Provost noted the rating achieved by the Trinity MBA in the *Financial Times* and congratulated the School of Business Studies on its performance.

eLearning It was noted that CHIU had prepared a submission to the HEA on the provision of a service to enhance the Irish higher and further education and training sectors through the application of information technology.

Science Foundation Ireland The Provost advised that Science Foundation Ireland would be conducting a site visit later in March in order to determine the capability of institutions to manage large scale projects.

- 35/A Final Report of the Working Party on Teaching and Learning** A copy of the final report of the Working Party on Teaching and Learning dated 18th February 2003 had been circulated. The Senior Lecturer advised that the perceived imbalance between teaching and research in the past few years had prompted the Provost to establish the Working Party in October 2001. Its aim was to review College policy and practice in relation to teaching and learning with a view to supporting high standards in teaching and enhancing the quality of students' learning experience. In introducing the report, the Senior Lecturer stated that Council had initially received the report of the Working Party in November 2002 and had agreed at that time that comment should be invited from the wider College community. Staff and students had been invited to comment and a very positive response had been received. The Working Party had considered all responses and had incorporated into the final report many of the comments received. In addition, the final report made proposals in relation to implementation, monitoring and review.

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The Senior Lecturer requested Council to approve and adopt the report and the proposed implementation plan. In addition to outlining some of the more minor changes that had been made to the report, the Senior Lecturer invited attention to more substantive changes regarding the two major enablers for implementation, i.e. the Centre for Academic Practice and Student Learning (CAPSL) and the proposal regarding establishment of a wireless campus. As previously advised, the CAPSL would build on existing activity and would have three areas of activity: (a) academic practice; (b) learning development; (c) educational applications of information technology. The Senior Lecturer wished to clarify that the Quality Office activity would be subsumed into the CAPSL and together with the academic staff development function, would constitute the academic practice section of the centre. The establishment of the learning development section of CAPSL will involve moving towards a new level of co-ordination of activities in this area. The Centre for Learning Technology had been established in 2000 and will continue to support the use of educational applications of information technology.

The Senior Lecturer advised that the Working Party had been cognisant of the worsening financial situation and had modified its proposals in that context. The proposals regarding the wireless campus had been revised accordingly and it was now proposed that College should move forward in a more staged manner. Several areas were identified for further consideration by the Information Policy Committee including the development of policies in a number of areas and the preparation of proposals and related costings for the options identified.

It was noted that the implementation plan had identified individuals with responsibility for progressing the actions identified, together with a timeframe for implementation. The Academic Affairs Committee would conduct an annual review on progress made together with possible review of actions and objectives as appropriate.

The following were among the points raised in the discussion

- a number of pilot projects were in place in relation to learning development and were being undertaken by the Careers Advisory Service, the Student Counselling Service and others. The Senior Tutor commented that it was entirely appropriate that such activity should be grouped within the learning development section of CAPSL
- the support that would be provided by CAPSL should become embedded in academic activity rather than be seen as a stand-alone initiative. This would necessitate a commitment to the educational philosophy that was articulated in the report and also a commitment to revise certain policies in College to reflect this philosophy (e.g. promotion policies should reflect the value placed on teaching)
- the Directorship of the CAPSL will have overall responsibility for the three areas within the Centre and will have specific responsibility for the academic practice section
- while funding is not available at present to support the establishment of a wireless campus, it was important that initial planning and preparations be conducted by the Information Policy Committee at an early stage.

Council indicated its strong endorsement of the educational philosophy set out in the report and approved the report and implementation plan as proposed. On behalf of Council, the Provost congratulated the Senior Lecturer and members of the Working Party on preparing an excellent report.

- 36/A Personnel and Appointments Committee** Council noted and approved the recommendations arising from the meeting held on 17th February 2003 as set out in the circulated memorandum dated 18th February 2003 from the Acting Secretary of the Committee. The Vice-Provost advised Council that the Emergency Group on staffing had

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been disbanded and the Personnel and Appointments Committee had resumed its normal role.

37/A Academic Affairs Committee The draft minutes of the meeting of the Academic Affairs Committee held on 21st January 2003 had been circulated. The Senior Lecturer noted that the Committee had received two annual reports – for Graduate Studies and for the Centre for Learning Technology – and there had also been discussion of the issues relating to Disciplinary Balance. In noting that an advisory group on Undergraduate Student Recruitment would shortly be convened, the Provost stressed the importance of this activity in an increasingly competitive environment and encouraged the engagement of academic staff in the recruitment of students.

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

37/C Senior Promotions – 2002 review A memorandum from the Staff Secretary dated 12th February 2003 had been tabled and the Council approved recommendations from the Senior Promotions Committee which take effect from 1st October 2002 in respect of the following as set out below. Dr Sheila Greene and Ms Gaye Fallon withdrew for this item.

(i) **Associate Professorship**

Dr Vincent J Cahill (Computer Science)
 Dr David J Dickson (Modern History)
 Dr Sheila M Greene (Psychology)
 Dr T Anthony Kavanagh (Genetics)
 Dr A Mona E O'Moore (Education)
 Mr Gerard F Whyte (Law)

(ii) **Faculty of Health Sciences - Part-time Staff**

Associate Professorship

Dr Mark P Lawler (Haematology)
 Mr Bernard E McCartan (Oral Surgery, Oral Medicine and Oral Pathology)
 Dr John J Nolan (Clinical Medicine)

Senior Lectureship

Ms Mary Paula Colgan (subject to funding being available from St James's Hospital)

The Provost advised that the promotions to Associate Professorship had been decided on a College-wide basis and that quotas had not been established for individual Faculties.

The Provost also advised that in relation to appointment to Personal Chairs, nominations for which are at the discretion of the Provost, he would be forwarding nominations in due course to the Senior Promotions Committee for appointment with effect from 1st October 2003.

It was noted that the report of the Academic Promotions Review Working Party was almost finalised and that its proposals would address specific issues raised by the Working Party on Teaching and Learning in relation to promotion.

(iii) **Senior Administrative Grades**

Ms Gabrielle E Fallon (Examinations Office), Senior Administrative Grade 3
 Ms Anne FitzGerald (Secretary's Office), Senior Administrative Grade 2

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Mr Sean Gannon (Careers Advisory Service), Senior Administrative Grade 2
 Ms Elizabeth A Morgan (Treasurer's Office), Senior Administrative Grade 3
 Mr Brian Murray (Dental School) (seconded to Dublin Dental Hospital Board),
 Senior Administrative Grade 2
 Ms Deirdre Savage (Treasurer's Office), Senior Administrative Grade 3

38/A Disciplinary Balance (see Actum 28/E of 5 February 2003) The Council noted for information the Senior Lecturer's response to the HEA, circulated dated 31 January 2003, together with the CHIU Registrars' response to the HEA, circulated dated 3 February 2003.

38/B Higher Degrees—Reports of Examiners - Higher Degrees by Research Alone The Council noted and approved the reports of examiners on candidates for higher degrees, approved by the sub-committee of Board and Council on 28 January and 11 February 2003.

PhD James Barlow; Barry Boland; Deirdre Olive Corrigan; Alison Margaret Hood; Claus Jacobs; Orla Keane; Sorcha Mary McKenna; Richard Roche; Kerry Eleanor Sinanan.

MSc Anthony Boylan; Karl Heneghan; Una Kennedy; Diarmuid MacMathúna; Carolina Salvador Morales; Andrew Richard Elcoate Smith.

38/C 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) **Electronic and Electrical Engineering** Professor Francis M Boland – academic year 2003-04;
- (ii) **Medieval History** Dr M Katharine Simms – 8 September 2003 to 9 June 2004;
- (iii) **Statistics** Professor John Haslett – Trinity Term 2003.

38/D School Committees The Council noted that Dr Donal P O'Donovan was elected Chairman of the Mathematics School Committee, succeeding Professor James C Sexton.

38/E Nominating Committees The Council approved the membership of the following committees:

- (i) **Lecturer – Earth Sciences (permanent post)**
 Dean of Science
 Professor Nicholas J White
 Dr Zoe Shipton
 Professor Kevin H O'Rourke
 Dr Lidia Lonergan (Imperial College, London)
- (ii) **Lecturer – Physics (two four-year contract posts)**
 Dean of Science
 Professor Werner J Blau
 Professor John F McGilp
 Dr Anne L Bradley
 Dr Linda E Doyle

Signed

Date

Appendix 1 to Actum 37/B

Nominations for Council – 26 February 2003

Department	Post	Name and Qualifications	Start date	Termination date (if contract)
Biochemistry	Research Fellow	JEFFERIES, Caroline, BA (NUI), PhD (NUI)	01.08.2003	31.07.2008
Biochemistry	Research Fellow	WIETEK, Claudia, PhD (Swiss Federal Inst. Tech.)	01.08.2003	31.07.2008
Botany	Lecturer (Temporary)	DONNELLY, Alison, BA (Dubl.), PhD (Dubl.)	01.03.2003	31.05.2003
Centre for Gender & Women's Studies	Research Associate	CEDERMAN, Kaye, PhD (Cant.)	01.02.2003	31.01.2004
Chemistry	Research Fellow	BLAIS, Celine PhD (Dubl.)	01.02.2003	31.01.2005
Chemistry	Research Fellow	MITCHELL, Siobhain, BSc, PhD (NUI)	01.02.2003	31.01.2004
Clinical Medicine	Lecturer (Part-Time)	McKIERNAN, Susan, MB, BCh (Dubl.), MRCP (UK)	01.02.2003	Honorary
Clinical Medicine	Lecturer (Part-Time)	NORRIS, Suzanne, MB, BCh, BAO (NUI), MRCPI, PhD (NUI)	01.12.2002	Honorary
Clinical Microbiology	Lecturer (Part-Time)	CROWLEY, Brendan Denis James, BSc (NUI), MSc (NUI), MD (NUI), DTM (RCSI), MRCPath	01.04.2003	Honorary
Clinical Microbiology	Lecturer (Part-Time)	HERRA, Celine Maria, MSc (Ulster), PhD (Dubl.)	01.04.2003	Honorary
Clinical Microbiology	Lecturer (Part-Time)	ROSSNEY, Angela Sarah, Dipl. (DIT), BA (NUI), PhD (Dubl.)	01.04.2003	Honorary
Community Health & General Practice	Lecturer (Addiction Studies)	SMYTH, Bobby, MB, BCh, BAO (NUI), MRCPsych	01.02.2003	31.12.2005
Computer Science	Research Fellow	TSYMBAL, Oleksiy, MSc (Ukraine), PhD (Tyväskyla)	27.01.2003	30.09.2006
Computer Science	Visiting Professor	WOODCOCK, James Paul, BSc (Liv.), MSc (Liv.), PhD (Liv.), MA (Oxon.), FRSA	01.01.2003	31.12.2003
Electronic & Electrical Engineering	Research Fellow	MERKEL, Katarzyna, MSc (Katowice) PhD (Katowice)	01.03.2003	29.02.2004
Genetics	Research Fellow	DIVINEY, Sinéad Majella, BSc (Glas.), PhD (Glas.)	01.03.2003	28.02.2005
Geography	Research Fellow	LEIRA, Manel, PhD (Spain), MSc (Spain), BSc (Spain)	07.04.2003	06.10.2005
IIS	Research Fellow	CROWLEY, Ethel, PhD (NUI), MA (NUI), BA (NUI)	01.10.2002	30.09.2004
IIS	Visiting Professor	KONINGS, Jozef, PhD (Lond.), MSc (LSE), BSc (Antwerp)	01.04.2003	31.07.2003

IIS	Research Fellow	McGALE, Marina, BSc (McGill), BCompSc (Carleton)	01.10.2002	31.12.2002
IIS	Research Fellow	RIZOV, Marian, PhD (Belgium), MSc (Belgium), MSc (Lond.), MSc (E.Lond.)	01.10.2002	30.09.2003
Modern History	Research Fellow	BROWN, Michael, BA (Dubl.), PhD (Dubl.)	01.06.2003	31.05.2006
Obstetrics & Gynaecology	Clinical Tutor	SINGH, Shobha, MBBS (Lucknow, India), MS (Allahabad, India), DOWH (RCPI), MRCOG (Lond.)	01.01.2003	31.12.2003
Pharmacology & Therapeutics	Research Fellow	SPOWART-MANNING, Laura, BSc (Sund.), PhD (Brist.)	03.03.2003	02.03.2005