

The University of Dublin

Trinity College

Minutes of Board Meeting, 13 March 2002

Present Provost (Dr J Hegarty), Vice-Provost (Dr J B Grimson), Bursar (Dr J W O'Hagan), Senior Lecturer (Dr S M Greene), Dr S P A Allwright, Mr B Connolly, Dr L E Doyle, Dr S Duffy, Ms E Drew, Dr H Gibbons, Dr C Horn, Ms M Leahy, Dr J G Lunney, Mr D Memery, Dr J M Mossman, Ms E Nic an Bhaired, Dr A N M Ní Chasaide, Mrs J O'Hara, Dr F Shevlin, Dr D L Weaire, Dr T T West.

Apologies Registrar (Mr R A Stalley), Dr J A Fitzpatrick, Mr H Kearns, Ms A Power, Dr J C Sexton, Ms E K Stokes.

In attendance

(ex officio) Secretary, Treasurer, Assistant Secretary.

(by invitation)

The Provost welcomed Dr C Horn attending Board for the first time.

08/188 Minutes The Minutes of the meeting of 20 February 2002 were approved and signed subject to the following amendments:

07/161 Policy Issues – Composition of the Student Body The first sentence of the last paragraph was amended to read: 'The Board, approving the recommendation to maintain undergraduate student numbers at the current level for two years, accepted the overall thrust of the proposals, noting the need for a financial model of the College's income and expenditure as a mechanism for evaluating options in this regard.'

The following minute was added to the record of the meeting:

07/187 Detained Postgraduate Student The Board noted that Mr Zhao Ming, the postgraduate student currently in detention in China, may be released in the near future.

08/189 Matters Arising from the Minutes A number of matters arising from the Minutes were discussed and have been recorded below, (see Minutes 08/190, 08/191, 08/192, 08/193, 08/194, 08/195, 08/196).

08/190 Site and Facilities Committee – Minutes of Meeting of 15 January 2002 (see Minute 07/156 of 20 February 2002) The Secretary advised Board that the Fellows' recommendations on the administration of the College's building programme had been considered at the Site and Facilities Committee meeting which took place on 5 March 2002.

08/191 Bachelor in Acting Studies (see Minute 07/158 of 20 February 2002) The Senior Lecturer advised Board that, as agreed, following the review of the School of Drama, a further review had been undertaken, by a group chaired by the Senior Lecturer and whose membership included two external consultants, in relation to the viability of the Bachelor in Acting Studies – the three-year acting degree programme

offered by the School. The Senior Lecturer invited Board's attention to the proposal of this review group that there should not be an intake to the Bachelor in Acting Studies in October 2002 on the basis that this would allow some time to identify ways to put the course on a more secure financial footing for the future. The Board approved the proposal.

08/192 North East Corner Development (see Minute 07/159 of 20 February 2002) The Board noted the Secretary's verbal report on the investment arrangements in relation to the North East Corner development.

08/193 Finance Committee – Minutes of Meeting of 30 January 2002 (see Minute 07/168 of 20 February 2002) The Secretary advised Board that interim arrangements for the membership of the Finance Committee had been put in place pending the forthcoming review of the Statutes.

08/194 Site and Facilities Committee – Arts Building (see Minute 07/169 of 20 February 2002) The Vice-Provost advised Board that the inspection carried out by Health and Safety Authority of the Top Floor of the Arts Building had concluded that all appropriate measures had been put in place to ensure the safety of working conditions during the construction period. The Board noted that the Inspector had recommended that safety provisions in the area continue to be monitored on an on-going basis and that communications with the occupants of the building in relation to the construction work be improved.

08/195 Unit Cost Management Working Party – Unit Cost Data, 1998-99 (see Minute 07/170 of 20 February 2002) The Secretary advised Board that a briefing session on the Unit Cost Model for those Board members who had requested it will take place in the near future.

08/196 Detained Postgraduate Student (see Minute 07/187 of 20 February 2002) The Board noted that Mr Zhao Ming had been released from detention in China and that it was expected he would continue his studies in College in the future.

08/197 Provost's Report

(a) **Edward Kennedy Chair in Health Services Management and Policy** The Provost invited Board's attention to a memorandum from the Vice-Provost, dated 12 March 2002, which had been tabled and which proposed the establishment of a Chair in Health Services Management and Policy to honour Senator Edward Kennedy. The Board welcoming the establishment of the Chair, building as it does on the initiative taken in 2000 to establish the Centre for Health Services Management, noted that the Chair would be fully funded in perpetuity by the Irish Government and separately from the HEA funding mechanism. The Board approved the proposal, recommending that there be full consultation with all relevant parties in College and the two main teaching hospitals in relation to its implementation.

(b) **Introduction of Cs137 Irradiator to College** The Board noted that the transfer of the Cs137 irradiator from National University Maynooth to College, as previously advised to Board, will take place on 20 March 2002 under conditions approved by the Radiological Protection Institute of Ireland, noting that this facility will be used for research purposes in the Department of Biochemistry.

08/198 Policy Issues – Senior Lecturer's Annual Report 2000/01 The Senior Lecturer invited Board's attention to her Annual Report for 2000/01 which had been circulated previously and which had been discussed briefly at the Board meeting of 23 January 2002 (Minute 05/131 refers). The Senior Lecturer also invited

Board's attention to the recently published provisional CAO statistics for the third level sector 2002, which indicated, *inter alia*, a sectoral drop in applications for computer and information technology, engineering and science-based courses and an increase in applications for therapy disciplines and many arts-based courses. The Board, noting that Trinity had the second highest number of first preference applications after UCD, agreed that trends in the data should be examined over a number of years.

In the long and detailed discussion which followed, many issues were raised including the impact which subjects studied at second level have on subsequent third level choices, the development of the web as an information resource for prospective students, the value of researching the reasons why students apply to Trinity, the equivalence of A-level and Leaving Certificate subjects and the impact on HEA funding of the expected drop in student numbers over the coming years.

In response to a number of queries from Board members, the Senior Lecturer advised that issues in relation to marking schemes and Foundation Scholarship and the implementation of the Board Curriculum are being considered by the relevant College committees, which will report to Council and Board in due course. The Senior Lecturer also advised Board that work is on-going to determine the true retention rate for undergraduate students - early indications suggest that this is considerably higher than reported in earlier preliminary studies.

In a brief discussion on the accommodation needs of students, the Board, noting the very high costs involved in providing student accommodation, agreed that in addition to supporting students source suitable accommodation, the College should investigate the provision of social space for students on campus as a matter of priority. The Board also noted the difficulties experienced by staff in securing suitable accommodation and agreed that the issue of College accommodation would be discussed further at a later date.

08/199 Finance Committee – Minutes of Meeting of 27 February 2002 The Board noted the Minutes of the Finance Committee of 27 February 2002 as circulated and approved the recommendations arising therefrom. Particular reference was made to the following:

2002/62 Catering The Treasurer advised Board that the Catering Management Committee has been requested to present proposals to address the current financial difficulties in the Buttery at a future Finance Committee meeting.

08/200 Site and Facilities Committee

(a) **Minutes of Meeting of 14 February 2002** The Board noted the Minutes of the Site and Facilities Committee from its meeting of 14 February 2002 as circulated and approved the recommendations.

(b) **Minutes of Meeting of 5 March 2002** The Board noted the Minutes of the Site and Facilities Committee from its meeting of 5 March 2002 as circulated and approved the recommendations, noting in particular:

1.2.2 5 College Green The Provost invited Board's attention to a proposal from the Site and Facilities Committee that the lease of 5 College Green, which is currently on sale, be acquired on appropriate terms for the College. The Provost invited Board's further attention to a memorandum, dated 11 March 2002, which had been tabled, outlining the details of the proposed purchase. The Bursar advised Board that if the College were successful in acquiring the property, the space provided would address some of the most pressing accommodation needs in the College. The Treasurer invited Board's attention to the leasing and funding arrangements for the purchase, noting that the College's property advisors had recommended the acquisition as being of strategic importance to the College and good value for money if purchased on the terms outlined. In response to

a query, the Provost advised Board that the brief of the College's Community Liaison Officer includes the City Centre area.

The Board approved the proposal as presented.

- (c) **Building Capital Projects** The Board noted the confidential memorandum from the Bursar, dated 2 March 2002, which had been circulated to Board members detailing financial and other issues relating to projects in the Capital Building Programme, further noting that a contract had been placed for the South East Corner Phases 1 and 2.

In response to Dr Duffy's comments concerning the lack of detail presented in the Minutes of the Site and Facilities Committee, the Bursar, noting that the monthly circulation of his report on capital projects was intended to keep Board members fully aware of all such developments, agreed to discuss the matter directly with Dr Duffy and with the secretary of the Committee.

- 08/201 Personnel and Appointments Committee - Review of Staff Office** The Vice-Provost invited Board's attention to a confidential memorandum, dated 6 March 2002, which had been circulated to Board members and which presented the main findings of an external review of the Staff Office which had been undertaken to define the services required by the College of the Staff Office, to identify gaps in their provision and to make recommendations in relation to processes, organisational structures and resources to ensure best practice in the area of human resources for the College. The Vice-Provost invited Board's attention to proposals for the implementation of the recommendations arising from the review for which Board approval was sought. Following detailed discussion and clarification it was agreed that an organisational chart of the current and proposed new Staff Office structures would be provided to the next Board meeting. The Board, recognising the need to respond in a timely manner to the problems identified in the review, approved the proposals in principle and sought clarification of a number of specific issues for the next meeting.
- 08/202 Unit Cost Management Working Party – Faculty of Engineering and Systems Sciences Staffing Plan 2001-2004 – Chairs in the Department of Computer Science** The Senior Lecturer invited Board's attention to a memorandum, dated 5 March 2002, which had been circulated and which sought Board approval to proceed with the search process for the vacant chair in the Department of Computer Science in Trinity Term 2002 with a view to filling it at the earliest opportunity and recommending that the search process for the other two chairs in the Department, whose present holders are due to retire in September 2003, be initiated before that date. The Board approved the proposals.
- 08/203 Disciplinary Matter** Under Other Business the Secretary invited Board's attention to the findings of a disciplinary investigation by Professor J McGilp, Pro-Senior Dean, into complaints against named members of the academic staff. In accordance with Chapter XII, Schedule III, Section 13 of the Statutes, the Pro-Senior Dean recommended a number of actions; these were approved by the Board.
- 08/204 Nomination for Appointment – University Chair of Natural Philosophy (1847) - Samson Shatashvili, PhD (Leningrad), Dr of Sciences (Leningrad Steklov Mathematical Institute)** The Board noted that Professor Shatashvili had accepted appointment to the above Chair from 1 June 2002, on the top point of the professorial scale, and with pension provision.
- 08/205 Chair of Surgery (2001)** Under Other Business the Board noted and approved the nomination of external assessors for the Chair of Surgery (2001), noting that due to the cancellation of the Council meeting on 27 February 2002 it was not possible to present these nominations to Council prior to the interviews scheduled for 26 March 2002.

08/206 Board Sub-committee on Staffing The Board noted recommendations approved by the Board sub-committee on staffing, 6 March 2002, in respect of:

- (a) Personnel and Appointments Committee recommendations from meeting of 18 February 2002;
- (b) Nominations for Appointment, dated 27 February 2002 (see Appendix 1 to this Minute).

08/207 Sealing The Board noted:

Deed of Removal and Appointment of Trustees between the College Irish Pensions Trust Limited The Seal of the College was put to a Deed of Removal and Appointment of Trustees between the Provost, Fellows and Scholars of Trinity College, Dublin and Irish Pensions Trust Limited. [22/2/02]

08/208 Prizes and Other Awards

- (a) **DC Pepper Prize** The Board received a memorandum from the Treasurer, dated 26 February 2002 and noted with thanks the receipt of €4,000 from Dr David Pepper in respect of the above prize (Calendar U56) and raised the value of this prize of €250 per annum.
- (b) **Technicon Prize** The Board noted that Ms Catherine Tracey had applied, and had been granted an extension of her scholarship from the above fund (value €2,905) for 2001-2002 (Ms Tracey had been awarded the scholarship in 1999-2000 and 2000-2001).

08/209 Nominations for Appointment The Board approve nominations for appointment, as circulated (see Appendix 2 to these Minutes).

08/210 Loan – Bronze Portrait Head of Derek Mahon The Board accepted, on permanent loan, a bronze portrait head of Derek Mahon, from the sculptor Ms Fleur Fitzgerald, to be insured for its replacement value of £2,000 sterling, for display in the Library.

08/211 Students' Union Sabbatical Elections 2002 The Board noted that the following have been elected, and will become members of the Board, *ex officio*, with effect from 1 July 2002:

President:	Mr W M Priestly
Welfare Officer:	Ms A-M Gatling
Education Officer	Mr I Moynihan

08/212 Staff Matters – Early Retirements The Board approved the requests of the following members of staff for early retirement:

Mr Thomas Burke, Physics: 30 September 2002;
 Mr Paul Byrne, Senior Technician, Chemistry: 10 November 2002;
 Ms Mary Johnston, Domestic Bursar, Trinity Hall: 15 March 2002;

08/213 Scholarship The Board noted the request of the Senior Lecturer dated 19 February 2002, with the approval of the Dean of Graduate Studies, that a Non-Foundation Scholar (97308323) be permitted to intermit in the academic year 2002-03, constituting a second year of intermission, having previously intermitted in 2001-2.

08/214 Bequests and Benefactions – Painting The Board noted that the College had received the gift of a painting by Mainie Jellett from Mrs R Phillips (née Jellett) of an oil on canvas, 120 cm x 68 cm (excluding frame), entitled ‘Let There be Light’.

08/215 Personnel and Appointments Committee – Terms of Reference – Administrative and Library Staff Review Committee/Secretarial and Executive Officer Staff Review Committee The Board noted and approved revised terms of reference for the above sub-committees, as set out in a memorandum from the Staff Secretary, dated 4 March 2002.

08/216 Library Staff Review Committee – Recommendations The Board noted and approved recommendations dated 5 March 2002, with effect from 1 October 2001:

Readers Services Promotion to Executive Grade 3: Peter Daly; Teresa Mulpeter.

Early Printed Books Promotion to Executive Grade 3: Rose Reddy; Shane Mawe.

Library Shop Double increment on Library Shop Assistant 3 scale: Ms Avril Scanlon.

Item C.8 on the Agenda was deferred pending the outcome of the review of the Department of Hebrew, Biblical and Theological Studies.

Signed:

Date:

Appendix 1 to Minute 08/206 (b)

Nominations for Appointment			Council	27/02/2002
Department	Post	Name & Qualifications	Start date	Termination date (If Contract)
Mechanical & Manufacturing Engineering	Visiting Research Fellow	TOAL, Vincent, B.Sc. (NUI); M.Sc. (Belf); Ph.D. (Surrey)	01/10/2001	30/09/2002
Mechanical & Manufacturing Engineering	Research Fellow	CATER, John Edward, B.Eng (Auckland); Ph.D. (Monash)	01/04/2002	31/03/2004
Nursing & Midwifery Studies	Lecturer (Part-time)	DANAHER, Therese, RNMH, RCNT, RNT, M.Sc. Ed Training & Mgt (DCU)	25/02/2002	21/02/2003
Pure & Applied Mathematics	Lecturer (Part-time)	ENRIGHT, Therese, B.E. (NUI); M.Sc. (Belf)	01/10/2001	30/09/2002
Pure & Applied Mathematics	Lecturer (Part-time)	FROST, Dermot, B.A. (Mod) (Dubl)	01/10/2001	30/09/2002
Pure & Applied Mathematics	Lecturer (Part-time)	BRADLEY, Kevin Geoffrey Thomas, B.A. (Mod) (Dubl); M.Sc. (Dubl); Ph.D. (Dubl)	01/10/2001	30/09/2002
Physics	Research Fellow	BERDUNOV, Nikolay, Ph.D. (Kazan State University)	17/01/2002	16/01/2003
Physics	Research Fellow	KARSANOVA, Maina Anatolievna Ph.D. (Moscow State University)	04/01/2002	03/01/2003
Physics	Research Fellow	ARORA, Sunil Kumar, Ph.D. (Indian Institute of Technology, Delhi)	07/01/2002	06/01/2002
Physics	Research Fellow	DUBOURG, Sebastien, Diplome d'Ingenieur (INSA-Toulouse); DEA (INSA - Toulouse); Doctorat (INSA - Toulouse)	01/02/2002	31/01/2003
Physics	Research Fellow	BRENNAN, Margaret, B.Sc. (NUI)	01/01/2002	30/06/2002
Statistics	Lecturer (Part-time) in Quality Management	KEEGAN, Richard, BE (NUI); M.Comm (NUI); Ph.D. (NUI)	01/10/2002	30/09/2003
Statistics	Lecturer (Part-time) in Quality Management	BOLAND, Daniel Michael, B.Sc.(NUI) MBA (Open); MIQA; MASQ	01/10/2002	30/09/2003

Appendix 2 to Minute 08/209

Nominations for Appointment			Board	13/03/2002
Department	Post	Name & Qualifications	Start date	Termination date (If Contract)
Director of Buildings	Engineering Services Manager	DOUGAN, Frank, B.Sc. (Eng) (Dubl)	03/04/2002	n/a
Faculty of Arts (Letters)	Administrative Officer (Administrative Support to Heads of Department)	O'LOUGHLIN-DALY, Christine	25/03/2002	n/a