



Coláiste na Tríonóide, Baile Átha Cliath  
Trinity College Dublin

Ollscoil Átha Cliath | The University of Dublin

The following are the outcomes of the discussions which took place at the Board meeting on 15 November 2017.

They are **not** a formal minute of the discussion.

Circulation: Board members and members of the Executive Officers Group.

**AGENDA**

No	Item	Outcome
	<b>Statements of Interest</b>	The Secretary to the College advised that the Chief Operating Officer had declared a potential conflict of interest in relation to Agenda Item A.5 Appointment process for Chief Operating Officer (COO) position. It was suggested, and the Board agreed, that she would leave the meeting for the discussion on this item.
<b>A.1</b>	<b>Minutes</b> Minutes of the meeting of 18 October 2017.	The minutes of the Board meeting of 18 October 2017 were approved and signed.
<b>A.2</b>	<b>Matters Arising from the Minutes</b>	<p>The following items were raised as a matter arising:</p> <p><b>(i) BD/17-18/034 Department of Education and Skills Guidance Note on the Use of Fixed Term Contracts</b> The Chief Operating Officer advised the Board that the Director of Human Resources is engaged in consultation with staff representatives in relation to this matter and that a further update would follow. She noted that the ongoing discussions have a regard for the operating deficit and the need to maintain flexibility.</p> <p><b>(ii) BD/17-18/038 Finance Committee</b> The Treasurer/ Chief Financial Officer advised the Board that the Finance Committee reconsidered the proposed increase in student fees under Matters Arising at the meeting of the Finance Committee on 17 November, as had been requested by the Board at the October meeting. It was noted that the Finance Committee had decided to affirm their original decision.</p> <p><b>(iii) BD/17 -18/038 Finance Committee</b> Following comments from the President of the Graduate Students' Union it was agreed that a working group would be established to explore the powers of agency which are appointed to the Finance Committee and in particular section 3 (2) (d) in relation to the fees, charges and the like payable to College by students in the Schedule on Finance Committee as contained in the Consolidated Statutes 2010. The working group is to be chaired by the Vice-Provost/Chief Academic Officer and the membership will include the College Secretary (who shall act as secretary), the Deputy Chief Financial Officer and the Presidents of the Students' Union and the Graduate Students' Union with the option for the group to co-opt other members. The Secretary will co-ordinate the first meeting and the group will review the rationale of appointing powers of agency to the committee and assess if this assignment remains appropriate. The findings of the working group will be considered at a future meeting of the Board.</p>

No	Item	Outcome
		<p><b>(iv) BD/17-18/040 2010 Consolidated Statutes - Changes to Schedule 1 to Chapter on Committees</b></p> <p>The Secretary to the College advised the Board that on further consideration it was proposed that the wording for the membership of the Human Resources Committee, as had been presented to the Board on 18 October 2017, was accurate and that no amendment was required. Therefore, the references to “a nominee of” and “or nominee” will remain in the membership of the Human Resources Committee.</p>
A.3	<p><b>Provost’s Report</b></p>	<p>The Provost provided a report to the Board under the following headings:</p> <ul style="list-style-type: none"> <li>• E3 Project;</li> <li>• Senior Academic Promotions;</li> <li>• IUA Council;</li> <li>• Trinity Fundraising Campaign and meetings with other universities and alumni abroad;</li> <li>• Former Warden of Trinity Hall;</li> <li>• Dr Conor Cruise O’Brien Symposium;</li> <li>• COIMBRA and 30th Anniversary of Erasmus.</li> </ul>
A.4	<p><b>Proposed Sustainability Policy from the Provost’s Advisory Committee on Sustainability and Low Carbon Living</b></p> <p>To consider and approve the memorandum from the Registrar dated 6 November 2017.</p>	<p>The Board considered and approved the memorandum from the Registrar, dated 6 November 2017, and the Sustainability Policy contained within.</p> <p>It was noted that a Sustainability Report will be brought to Board for consideration on an annual basis.</p> <p>It was also noted that the student initiative in support of the ultimate elimination of single use plastics was to be discussed and supported at the next meeting of the Provost’s Advisory Committee on Sustainability and Low Carbon Living.</p>
A.5	<p><b>Appointment process for Chief Operating Officer (COO) position</b></p> <p>To consider and approve the Memorandum from the Secretary to the College dated 7 November 2017.</p>	<p>The Board noted and approved the memorandum from the Secretary to the College dated 7 November 2017 and the appointment process contained within.</p>
A.6	<p><b>Financial Sustainability</b></p> <p>To consider and approve the Memorandum from the Treasurer/Chief Financial Officer dated 8 November 2017.</p>	<p>The Board considered and approved the memorandum from the Treasurer/Chief Financial Officer dated 8 November 2017.</p> <p>A further analysis of academic fee income and student numbers, including a breakdown of postgraduate taught and postgraduate fee income, is to be provided for consideration at a future meeting of the Board.</p> <p>The Treasurer/Chief Financial Officer, liaising with the Chief Operating Officer and the Commercial Director, is to provide further clarification on the correlation of the ‘Other Income’ figure as captured in the presentation with the activities of the Commercial Revenue Unit including off-term rental income from student accommodation. This document and details on the re-investment of commercially generated funds are to be provided to a future meeting of the Board.</p>

No	Item	Outcome
A.7	<b>New Senior Academic Promotions Procedure</b> To consider and approve the Memorandum from the Vice-Provost/CAO dated 7 November 2017.	The Board considered and approved the memorandum from the Vice-Provost/CAO dated 7 November 2017 and the Senior Academic Promotions procedure contained within.  It was noted that the application form is to be redesigned and will be brought to future meetings of Council and Board for noting.
A.8	<b>Trinity-Columbia Dual BA Programme Collaboration Agreement</b> To consider and approve the document from the Vice-Provost/Chief Academic Officer dated 13 November 2017.	The Board considered and approved the document from the Vice-Provost/Chief Academic Officer dated 13 November 2017.
A.9	<b>University Council</b> To note and approve the draft Acta of the Council meeting of 25 October 2017.	The Board noted and approved the draft Acta of the Council meeting of 25 October 2017.  The Board noted the proposal to change the criteria for the allocation of Entrance Exhibitions as had been approved by Council (minute CL/17-18/032 refers).  It was also noted that due to the date of Easter in 2019, Trinity Week will be the second week of Trinity Term, week starting Monday 29 April 2019 (minute CL/17-18/034 refers).
A.10	<b>Any Other Urgent Business</b>	There was one item of any other business:  <b>(i) Trans Day of Remembrance</b> The Welfare Officer advised the Board that to commemorate Trans Day of Remembrance, Trinity Students' Union and Q Soc-Trinity LGBT will be hosting a candle-lit vigil in the Rose Garden on Monday 20 November 2017 at 18.00, where people will speak and moment of silence will be held. He then extended an invitation to members of the Board to attend.  The Board noted the invitation to attend the vigil marking the Trans Day of Remembrance in The Rose Garden.
B.11	<b>Board Business</b> <b>(i) Callover</b> To note the callover updated to 18 October 2017; <b>(ii) Outcomes</b> To note the Board outcomes from the meeting of 18 October 2017.	(i) Noted. It was noted that the item on Senior Academic Promotions is to be removed.  (ii) Noted.
B.12	<b>Audit Committee</b> To note and approve the draft Minutes of meetings of (i) 10 October and (ii) 17 October 2017.	The Board noted and approved the the draft minutes of meetings of (i) 10 October and (ii) 17 October 2017.

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<b>B.13</b>	<b>Finance Committee</b> To note and approve the draft Minutes of meeting of 20 October 2017.	The Board noted and approved the draft minutes of the meeting of 20 October 2017.
<b>B.14</b>	<b>Coiste na Gaeilge</b> To note and approve the draft Minutes of meeting of 2 June 2017.	The Board noted and approved the draft minutes of the meeting 2 June 2017.  The Board noted that the Irish Language Officer, Mr Aonghus Dwane, had left the university to take up a role elsewhere and that the recruitment process for the Irish Language Officer post was on-going.
<b>B.15</b>	<b>Quality Committee</b> To note and approve the draft Minutes of meeting of 5 October 2017.	The Board noted and approved the draft minutes of meeting of 5 October 2017.  It was noted that a revised procedure in relation to linked provider quality assurance procedures as required under the Qualifications & Quality Assurance (Education & Training ) Act 2012 would be brought to a future meeting of Board for approval.
<b>B.16</b>	<b>Human Resources Committee</b> To note and approve the draft Minutes of meeting of 19 October 2017.	The Board noted and approved the draft Minutes of meeting of 19 October 2017.
<b>C.17</b>	<b>Higher Degrees</b> To note Higher Degrees, approved by the sub-committee of Board and Council on 25 October 2017.	Noted.
<b>C.18</b>	<b>Visual and Performing Arts Fund 2017/18</b> To note and approve the Memorandum from the Provost dated 20 October 2017.	Noted and approved.
<b>C.19</b>	<b>Proctors' Lists for Autumn Commencements</b> To note that the Proctors' Lists were approved by the sub-committee of Board and Council on 1 November 2017.	Noted.

No	Item	Outcome
C.20	<p><b>Prizes and Other Awards</b></p> <p>(i) <b>Eddie Hyland Prize</b> To note and approve the Memorandum from the Head of School of Social Sciences and Philosophy dated 19 October 2017.</p> <p>(ii) <b>William Lyons Prize</b> To note and approve the Memorandum from the Head of School of Social Sciences and Philosophy dated 19 October 2017.</p> <p>(iii) <b>Lennox Bursary</b> To note and approve the Memorandum from the Student Support Officer dated 2 November 2017.</p>	<p>(i) Noted and approved.</p> <p>(ii) Noted and approved.</p> <p>(iii) Noted and approved.</p>
C.21	<p><b>Committee Membership - Student Conduct and Capacity</b> To note and approve the Memorandum from the Registrar dated 7 November 2017.</p>	Noted.
C.22	<p><b>Related Entity Financial Reporting</b> To note the memorandum from the Treasurer/Chief Financial Officer dated 10 October 2017.</p>	Noted.
C.23	<p><b>Sealings</b> To note the sealings.</p>	Noted.
D.24	<p><b>Summary of Staff Appointments (see Actum CL/17-18/047 of 25 October 2017)</b> To <b>note and approve</b> the following summaries:</p> <p>(i) Faculty of Arts, Humanities and Social Sciences, August to October 2017;</p> <p>(ii) Faculty of Engineering, Mathematics and Science, April to September 2017;</p> <p>(iii) Corporate Services Division, September 2017.</p>	<p>(i) Noted and approved.</p> <p>(ii) Noted and approved.</p> <p>(iii) Noted and approved.</p>
D.25	<p><b>Nominations for Appointment</b> To <b>approve</b> the Nominations for Appointment dated 7 November 2017.</p>	Approved.