

**The University of Dublin
Trinity College**

There will be a meeting of the Board on Wednesday 26 November 2003 at **11.00** am in the Board Room.

Tea and coffee will be available in the Ante Room from 10.45 am

AGENDA

Apologies

Section A

- A.1 Minutes**
Meeting of 22 October 2003.
- A.2 Matters Arising from the Minutes**
- A.3 Provost's Report**
- A.4 Financial Position 2004**
Memorandum from the Provost.
- A.5 Strategic Plan Implementation**
Memorandum from the Provost, dated 15 October 2003
(circulated for last meeting)
 - (a) **Research** Dean of Research to attend;
 - (b) **Developing Human Resources and Physical Infrastructure**
 - (c) **Governance and Stewardship of Resources**
- A.6 Risk Management in College**
Memorandum from the Secretary, dated 10 November 2003.
- A.7 Any Other Urgent Business**

Section B

- B.1 Finance Committee**
 - (a) Minutes of meeting of 5 November 2003, together with **Trust Funds (Benefactions) Financial Statements** year to 30 June 2003 and associated letter from PricewaterhouseCoopers, dated 19 September 2003;
 - (b) **Pension Fund and Pension Supplementation**
Memorandum from the Secretary and Treasurer, dated 22 October 2003.
- B.2 Site and Facilities Committee**
Minutes of meeting of 4 November 2003.
- B.3 Personnel and Appointments Committee**
Recommendations from meeting of 24 October 2003.

Section C – Matters for Noting and Approval

Board members are asked to inform the Secretary if they wish discussion on any of the following. If not, the Provost will propose that they be noted and, where appropriate, that action proposed or reported be approved as presented.

- C.1 Academic Appeals Committee** to note and approve the Minutes of the Academic Appeals Committee of 3 October 2003.
- C.2 Board Membership** to note that Mr Michael Dowling had been elected President of the Graduate Students' Union on 7 November 2003 and would replace Mr Dylan Scammell as a member of the Board.
- C.3 Higher Degrees** to note Higher Degrees, approved by the sub-committee of Board and Council on 21 October 2003.
- C.4 Proctors Lists for Autumn Commencements** to note that the Proctors' Lists were approved by the sub-committee of Board and Council on 4 and 13 November 2003.
- C.5 Sealing** to be noted.
- C.6 Bequests and Benefactions**
- (a) **John A Boland Memorial Prize** to note and approve memorandum from the Treasurer, dated 14 November 2003;
 - (b) **Dr Leonard Nurock deceased** to note and approve memorandum from the Treasurer, dated 14 November 2003.
- C.7 Prizes and Other Awards**
- (a) **TCD Association and Trust – Grant Applications – Michaelmas Term 2003** to note and approve memorandum from the Joint Honorary Secretary, dated 17 November 2003;
 - (b) **E C Smith Scholarship 2003-04** to approve the award of the E C Smith Scholarship in Pathology (€9,523.04 per annum) to Miss Susanne Cahill for the academic year 2003-04;
 - (c) **Entrance Exhibitions Report 2003** to note and approve the Senior Lecturer's recommendations, as set out in a memorandum, dated 18 November 2003, together with additional recommendations for 2003 Awards, dated 18 November 2003;
 - (d) **John Bennet Fund** to note and approve the recommendation on behalf of the Governors of Erasmus Smith Schools that Mr Benedict Okonji be awarded this bursary for the academic year 2003-04, value €507.90.
- C.8 Christmas Closure** in view of the College's current financial difficulties the Board is asked to approve, without setting a precedent, a change in the opening day of the College after the Christmas break from Friday 2 January to Monday 5 January 2004.
- C.9 Nominations for Appointment**

- C.10 Staff Matters – Early Retirement** to note and approve requests for early retirement, on a cost neutral basis to the Pension Fund, from the following:
- (a) Ms D Gill (Provost’s Office) 30 November 2003;
 - (b) Ms P Gillard (Housekeeping) 23 December 2003.
- C.11 Permissions – Library** to note and approve memorandum from the Librarian, dated 18 November 2003.
- C.12 Nominating Committees** to note the following memberships:
- (a) **Director of Buildings Office – Telecoms Administrative Officer (permanent post)**
Bursar
Director of Buildings
Ms P Gray
Mr R Cottrell
 - (b) **Faculty of Health Sciences/Treasurer’s Office – Administrative Officer (3) Finance (3-year contract post)**
Dean of Health Sciences
Professor K P Conlon
Deputy Treasurer
Ms F McNamara
 - (c) **Senior Lecturer’s Office/Information Systems Services – SAS Business Analyst (permanent post)**
Academic Secretary
Ms P Callaghan
Mr M Nowlan
 - (d) **Director of Buildings Office – Buildings Co-ordinator (permanent post)**
Deputy Director of Buildings
Mr B Leahy
Mrs I L I Hook
Ms N Lloyd
 - (e) **Centre for Academic Practice and Student Learning* (CAPSL) - Academic Developer (1-year contract post)**
Senior Lecturer
Dr D Kelly
Dr M Fellenz
* proposed to Board rather than to Council because the committee will meet before the next Council meeting.
- C.13 Tutorship** to note and approve memorandum from the Senior Tutor dated 19 November 2003.

<http://www.tcd.ie/Secretary/Board>