

Incorporating any amendments approved at subsequent Board meetings

The University of Dublin

Trinity College

Minutes of Board Meeting, 9 June 2004

Present Provost (Dr J Hegarty), Vice-Provost (Dr J B Grimson), Registrar (Mr R A Stalley), Bursar (Dr J W O'Hagan), Senior Lecturer (Dr S M Greene), Dr S P A Allwright, Mr B Connolly, Mr M Dowling, Dr L E Doyle, Dr S Duffy, Dr J A Fitzpatrick, Ms H Fychan, Ms A-M Gatling, Dr H Gibbons, Ms M Leahy, Dr J G Lunney***, Mr M Miley, Dr A N M Ní Chasaide, Mrs J O'Hara, Dr F Shevlin, Ms E K Stokes, Dr D L Weaire**, Dr T T West*.

Apologies Mr H Kearns, Dr J C Sexton, Dr H M C V Hoey.

In attendance

(ex officio) Secretary, Treasurer, Assistant Secretary.

(by invitation) The Deans of Faculties (for Minute 13/266)

Arts (Humanities)	Dr H V Smith
Arts (Letters)	Professor E Ní Chuilleanáin
Business, Economic and Social Studies	Professor D F McAleese
Engineering and Systems Sciences	Dr J B Foley
Health Sciences	Professor D B Shanley
Science	Dr M J Carroll

The Director of Buildings (for Minute 13/267)

(present for) *13/266-13/271; ** 13/266-13/272; *** 13/266-13/297.

13/266 Provost's Working Group on Structures Management and Systems – Implementation The Provost welcomed the Faculty Deans who, in accordance with Chapter XV, Schedule A, VIII (iv) of the Statutes, were attending to be consulted on the proposed structural reforms. The Dean of Business, Economic and Social Studies, speaking on behalf of the Deans, thanked the Provost and the Board for the opportunity to present the views of their Faculties and advised Board that they were fully cognisant of the financial difficulties which the College is now facing and were appreciative of the efforts being made to secure the College's financial future. The Board noted the Deans' request that they should be more involved in the governance of the College in the future.

In the presentations the following points were made by Deans, reflecting the views of their Faculties, in response to the questions raised in the Provost's memorandum accompanying the report considered by Board on 21 April 2004 (minute 10/258 refers).

1. *Should the College move away from the current historic baseline approach towards an Academic Criteria Model of resource distribution as proposed in the Report?*

There was general support for the proposal that the College should introduce a resource allocation model, which would move away from the current historic baseline approach, towards a system under which resources would follow academic activity. There was also

support for the concept that the model would result in resources devolved to the level of faculty/department. It was noted however, that there is little scope for radical changes in its budgetary allocations at present in view of the fact that pay costs amount to more than 75% of the total. Deans advised Board that transparency and fairness would be critical to the successful operation of any new model and it was noted that current inequities in funding would be perpetuated if the model were to reward research without first addressing disparities in teaching loads across departments. Concern was expressed that academic criteria used in the resource allocation model could militate against departments in the Arts area. The Board noted that teaching activity might be easy to calculate on the basis of student contact hours but that the development and measurement of research criteria might be more difficult. It was suggested that models in similar institutions in the Nordic countries and North America might be worth reviewing. It was also agreed that there is an urgent need for a management information system to support the development and implementation of any new model.

2. Should the College retain the concept of Faculties and if so how many Faculties should there be and what broad parameters should apply to 'membership' of these Faculties?

All Deans expressed support for the maintenance of a Faculty structure but there was a difference of opinion as to their optimum number and size. Views ranged from the maintenance of the current six-Faculty structure to the opinion that there should be three Faculties. There was a strong recommendation from one Faculty that decisions about institutional reform should come after the introduction of an agreed resource allocation model and that any change in institutional structure should build on the strengths of the existing system. It was suggested that the number of Faculties should reflect the needs of the College and that there may be a case for having four Faculties which would enable a balanced representation between classroom-based and laboratory-based teaching in College. It was suggested that all Deans might be involved in decision-making at the level of the Executive Officers Group and that the number of Faculties should not be driven by the number of Deans which can be accommodated in this Group.

3. Should the College reduce significantly the number of academic departments and replace them with Schools?

There was a difference of opinion amongst Deans as to whether departments should be merged into larger units. Some were in favour of merging very small departments whilst others were strongly of the view that amalgamations would be detrimental. All Deans noted that the maintenance of well-established discipline / departmental identities were very important for the teaching and research activities of staff and students and that there was a risk that this identity could be lost if departments were merged into larger units. This issue was of particular concern to Faculties which are dominated by relatively small and, in some cases, unrelated disciplines. It was suggested that the College's first priority should be to make small departments larger and not consider amalgamation and that if a programme were to be discontinued this should be done on the basis of a decision taken at the very highest level (by the Board, on the recommendation of the Academic Council). There was some support for the idea that departmental restructuring might promote interdisciplinary activity, but it was noted that promoting activities across the boundaries of the new larger schools could prove more difficult than at present. It was suggested that the full academic and research staff complement should be taken into account when reviewing the size of departments.

4. Should Vice-Provosts/Deans and Heads of School be appointed?

The election/selection/appointment of Deans elicited different views both between and within Faculties. Some Faculties were unanimously of the view that Deans should be elected whilst others were divided in their opinion. It was suggested that if Deans were to be appointed, procedures should be put in place that would ensure that the views of the members of the schools/departments would have a strong bearing on final decisions

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in the appointment. It was also suggested that the duties and accountability of Deans should be clearly stated and that the basis for appointment, and reappointment, of Deans, and the provisions which would prevail if a Dean were not to be reappointed, should be clarified.

Deans were unanimous in the view that Heads of School should be elected.

5. *Is the timetable proposed in the Report of the GSMS appropriate?*

Deans advised Board that it was important for College to begin to make decisions on the report's recommendations, in order to re-assure individuals of their future security and that it is now time to progress the development of the resource allocation model which will ultimately be the essential catalyst for change. It was suggested that if work began on the development of the resource allocation model more time could be given to the development of institutional structures, noting that this delay would allow consideration of the recommendations of the forthcoming OECD review.

In the discussion which followed, the following points were made by Board members:

- while the implementation of the proposals will have a very positive impact on the College, sufficient time should be taken to learn from universities in England and Scotland, where the experience of similar changes has been both good and bad
- achieving a balance across all disciplines is extremely important for the future of the College and as the needs of Faculties differ greatly in their structural requirements there should be an intensive 'bottom-up' approach to the development of the new structures
- maintaining departmental identity is very important, especially for students
- the College should be seen to be pro-active in bringing forward changes which are for the good of the College and not solely a reaction to external factors
- there is a risk that the views of the individual will cloud the changes required for the good of the College
- a demonstration of the academic benefits of the proposals will reassure the College community of their purpose and value
- the impact of the proposals on students have not been fully considered and it is a difficult time of the year in which to consult effectively with students.

It was agreed that Deans would provide a synopsis of their presentations for circulation to Board.

The Board, thanking their Deans for their presentations, agreed that they should be involved in development of the next phase of the process.

13/267 Capital Projects – North East Corner The Director of Buildings, present by invitation, invited Board's attention to letters from the College's advisors, Matheson Ormsby Prentice and PricewaterhouseCoopers, dated 2 June 2004 and 3 June 2004 respectively, which had been circulated, noting an amendment in the letter from PricewaterhouseCoopers. The Director of Buildings advised that further to the Board's approval of the North East Corner Development in March 2004 (minute 8/199 of 10 March 2004 refers) investigation of the financial and legal arrangements had yielded an opportunity for the College to use its development company, Ghala Ltd., as the developer for the project and not Stonecraig Ltd. as had been previously agreed. The Director of Buildings also invited Board's attention to VAT and Section 843 arrangements for the development.

In response to a number of queries, the Director of Buildings advised Board that, whilst there are financial risks associated with the tight deadline for the completion of the project, experience on other projects has shown that they will be minimised by reviewing them at

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regular intervals throughout the duration of the project. The Director of Buildings also advised Board that a decision on the planning objections to the development would be known on 12 July 2004.

Following clarification of a number of technical queries, the Board approved the arrangements as proposed and agreed that the appropriate legal documents should be signed to facilitate the work commencing in August 2004.

The Provost thanked the Director of Buildings for his extremely hard work in bringing this large and complex project to this stage of development, noting that, when completed, it will be a very significant addition to the College's facilities.

13/268 Minutes

- (a) The Minutes of the meeting held on 14 April 2004 were approved and signed subject to the following amendments:

9/246 Governance

- (a) *Composition and powers of Principal Committees:* Insert the phrase 'Concern was expressed that' at the start of the second bullet point.
- (c) *Membership of Principal Committees:* Insert the phrase 'including the Dean of Students' after the word 'areas' on line 2 of the first bullet point.

Replace the penultimate paragraph on page 7 with the following:

'Following a long and detailed discussion of all the issues raised, the Board, noting Dr Ní Chasaide's reservations in relation to the delegation of decision-making to Principal Committees, and the Student Representatives' concerns that the composition of Principal Committees should not be determined at this stage, approved the following principles in relation to College governance. These recommendations incorporate the Board's agreed amendments to the Working Group's proposals.'

- (b) The Minutes of the Special meeting held on 21 April 2004 were approved and signed.
- (c) The Minutes of the Special meeting held on 10 May 2004 were approved and signed.
- (d) The Minutes of the Statutory meeting held on 10 May 2004 were approved and signed.

13/269 Matters Arising from the Minutes A matter arising from the Minutes was discussed and has been recorded below, (see Minute 13/270).

13/270 Provost's Report – Graduate Studies (see Minutes 9/231 of 14 April 2004 and 8/208 of 10 March 2004) The Secretary advised Board that the posts which had been advertised recently in the Graduate Studies Office comprised two contract posts which the Board had approved should be made permanent positions, one additional Senior Executive Officer position which Board had also approved and the replacement of two permanent members of staff who had resigned.

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- 13/271 Provost's Report - Financial issues** The Provost invited Board's attention to the outcome of a meeting which representatives of CHIU had with the Department of Education and Science and the HEA at which the impact of the last two years' cuts on the sector were presented together with the plans which are currently in train for the organisation and management of individual universities.

The Provost also invited Board's attention to the demands which the HEA's financial review is placing on the College, and in particular the Treasurer's Office, arising from the number of requests for information and the requirement to provide a full set of consolidated accounts by the end of May. The Provost expressed concern about the comparability of information being produced across the sector in response to the HEA's requests, noting that universities vary in how they report certain business functions in their accounts and that, without very careful explanation, significant erroneous conclusions could be drawn from inappropriate analysis of the data. The Provost also noted that, in the current financial environment, it could be difficult to attract staff to replace those who leave College. The Provost also advised Board that the College will have to relax its current policy of not hiring staff if it is to deliver its core activities.

In response to a query as to how the impact of the cuts are being communicated to the government, the Provost advised Board that CHIU must articulate clearly that, despite different responses by different institutions, the sector has fewer people trying deliver the same and, in some cases increased, levels of service and that the effect on staff morale is not an issue which can be ignored in this regard.

In response to a query, the Senior Lecturer undertook to request the Resource Management Working Group to up-date the paper prepared for Board by its predecessor, the Unit Cost Management Working Group, which summarised the impact of the financial cuts on both academic and administrative areas (minute 16/334 of 2 July refers). Ms Fychan undertook to prepare a report on the impact of the cuts on student services.

The Treasurer advised Board that the HEA's review team had initially hoped to report in May but that no revised reporting date was currently available.

- 13/272 Annual Officers 2004-2005** The Board noted, for approval at its next meeting, the nominations for the Annual Officers for the academic year 2004-2005, as presented by the Provost.

- 13/273 Governance – Implementation of Board Decisions** The Board approved the Provost's proposal that a working group be established to develop a plan for the implementation of the governance recommendations approved by Board at its meeting on 14 April 2004 (minute 9/246 refers). The Board, approving the following membership, agreed that the working group would report as soon as possible with proposals for implementation in October 2004:

Registrar
Bursar
Professor Lunney
Dr Doyle
Secretary
President of the Students' Union

- 13/274 Board Membership - External Member** In accordance with Section 3 (2) (g) of The Trinity College, Dublin (Charters and Letters Patent Amendment) Act, 2000, the Board approved the appointment of Professor West and Dr Allwright to a committee to choose an external Board

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member to replace Dr Horn who has resigned. The Board, noting that this committee *'shall choose the new Board member from among nominations made by such organisations as are representative of such business or professional interest the Board considers appropriate'*, agreed that the committee would present a list of such organisations for consideration by Board at its next meeting with a view to the new Board member being in place by the start of the academic year.

The Board also agreed that the committee would consider Mr Connolly's proposals in relation to the appointment of external Board members as outlined in his paper which had been circulated. Mr Connolly withdrew the formal motions proposed in his paper.

13/275 Disciplinary Procedures Governing Members of Academic Staff

- (a) **Chairmanship:** The Board approved the appointment of Ms Inge Clissman SC as Chair of the Disciplinary panel to replace Mr Justice Gerard Buchanan who has retired.
- (b) **Standing List:** The Board, on the recommendation of the Registrar, approved the membership of the College's standing disciplinary list, agreed by IFUT, which had been drawn at random from among the academic staff. The Registrar advised Board that when required, the Disciplinary Panel would comprise four members drawn from the standing list. The Board also approved a reserve list of five academic staff members who would be available to replace people who might have to come off the list.

The Board expressed its appreciation to the members of the standing list and the reserve list for agreeing to allow their names go forward.

13/276 Advisory Committee on Honorary Degrees The Board approved a nomination of the Advisory Committee on Honorary Degrees, as presented by the Registrar.

13/277 Acta of the University Council

- (a) The Board confirmed Acta of the University Council from its meetings of 28 April 2004 subject to further comment covering the following: 39/E, 40/A, 40/B, 40/C, 41/A, 42/A, 43/D
- (b) The Board confirmed Acta of the University Council from its meetings of 26 May 2004 subject to further comment covering the following: 46/A, 47/A, 47/B, 47/C, 48/A (ii), 50/B, 50/F

13/278 Careers Advisory Service – Annual report 2002-03 (see Actum 39/E of 28 April 2004) The Senior Lecturer invited Board's attention to the report of the Careers Advisory Service 2002-03 which had indicated that while there had been mixed fortunes in the economy as a whole, there had been a good market for graduates in the past year driven significantly by the buoyancy in the public sector market, the pharmaceutical sector and an increased awareness of the importance of research training. There had been a continuing and significant increase in the numbers of graduates finding work in Ireland and there had been a significant increase in the numbers undertaking further academic study particularly in Ireland. The Board noted the work of the Service, noting in particular the achievements of the VacWork and Personal Development Programmes.

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- 13/279 Personnel and Appointments Committee (see Actum 40/A of 28 April 2004)** The Board approved the recommendations of the committee from its meeting of 16 April 2004.
- 13/280 Nominations for Appointment (see Actum 40/B of 28 April 2004)** The Board, on the recommendation of the University Council, approved the appointments as summarised in Appendix 2 to these Minutes, an amended version of which had been tabled at the meeting.
- 13/281 Graduate Studies Annual Report, 2002-03 (see Actum 40/C of 28 April 2004)** The Senior Lecturer invited Board's attention to the Graduate Studies Annual Report in which it was noted that there had been a 9% increase in the number of registered postgraduate students in 2002-03 over the previous year, continuing a trend of continual growth over the past ten years. The Board noted that the rate of increase in the number of students on taught courses had been much higher than the rate of increase in the number of research students. The Board also noted the reviews which had taken place during the year, the results of which had been considered by the Graduate Studies Committee.
- 13/282 Bologna Process – Implementation (see Actum 41/A of 28 April 2004)** The Senior Lecturer advised Board that the Academic Affairs Committee had affirmed that in the context of the Bologna Agreement, the College should remain committed to the 4+1 degree cycle at this time.
- 13/283 Junior Promotions Committee 2004 Review (see Actum 42/A of 28 April 2004)** The Board noted and approved the following promotions:
- (a) **Merit Bar Review** the following Lecturers be permitted to proceed beyond the Merit Bar on the Lecturer Scale at the date appropriate to each case:
- Ms Elizabeth Fahey-McCarthy (Nursing Studies)
 - Dr Michelle Glacken (Nursing Studies)
 - Dr David Gregg (Computer Science)
 - Dr Aine Kelly (Physiology)
 - Dr Ciaran McGoldrick (Computer Science)
 - Dr Craig Meskell (Mechanical and Manufacturing Engineering)
 - Dr Eamonn O Nuallain (Computer Science)
 - Dr Stuart Warmington (Physiology)
- (b) **Accelerated Advancement beyond the Merit Bar** – the following Lecturers be awarded accelerated advancement on the Lecturer scale, proceeding in each case to the 13th point of the Lecturer scale at 1 October 2004:
- Dr Thomas Conor (Neuroscience)
 - Dr Paula Murphy (Zoology)
- 13/284 Leave of Absence (see Actum 43/D of 28 April 2004)** The Board approved the following applications for leave of absence:
- (a) **Drama** Dr A E McMullan – academic year 2004-2005;
- (b) **Economics** Professor K H O'Rourke – Hilary and Trinity terms 2005;
- (c) **Medieval History** Professor I S Robinson – Trinity term 2005.

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13/285 European University Association – Self-Assessment Document (see Actum 46/A of 26 May 2004) The Senior Lecturer advised Board that the preparation of the self-assessment document for the European University Association (EUA) review was almost complete, noting that there had been a very good response from the College community to the consultation draft. The Board noted that the EUA review team will make its first visit to the College on 30 June/1 July 2004.

13/286 Personnel and Appointments Committee (see Actum 47/A of 26 May 2004) The Board approved the recommendations of the committee from its meeting of 23 April and 7 May.

13/287 Nominations for Appointment (see Actum 47/B of 26 May 2004) The Board, on the recommendation of the University Council, approved the appointments as summarised in Appendix 3 to these Minutes.

13/288 Senior Promotions Committee 2004 Review (see Actum 47/C of 26 May 2004) The Board noted and approved the following promotions to Senior Lecturer, noting that there are now approximately one hundred staff on the top of the Lecturer scale, and that the issues raised by this situation had been discussed by the Senior Promotions Committee and were referred to in the Report of the Academic Promotions Working Group which would be considered by Board in due course.

Dr Monica Gale (Classics)

Dr James Levine (Philosophy)

Ms Denise Leahy (Computer Science)

Dr Anil Kokaram (Electronic and Electrical Engineering)

Dr Graeme Watson (Chemistry)

Dr Charles Patterson (Physics)

Dr Helen Roche (Clinical Medicine)

Part-time staff in Faculty of Health Sciences

Dr Joseph Keane (Clinical Medicine)

Dr Mary Keogan (Surgery)

Ms Geraldine McMahon (Surgery)

13/289 Academic Affairs Committee (ii) Description of Current Provision and Policy in relation to Lifelong Learning and Options for Development (see Actum 48/A (ii) of 26 May 2004) The Senior Lecturer advised Board that this report had been placed on the website and comments had been invited from the College community by 11 June.

13/290 Deanship – Faculty of Business, Economic and Social Studies (see Actum 50/B of 26 May 2004) The Board noted that Professor C Kearney had been elected to the Deanship of the Faculty of Business, Economic and Social Studies, for up to three years from 13 July 2004 (succeeding Professor D F McAleese).

13/291 Leave of Absence (see Actum 50/F of 26 May 2004) The Board approved the following applications for leave of absence:

(a) **French** Dr P Salerno O'Shea – Michaelmas term 2004;

(b) **Institute for International Integration Studies** Professor P Lane – academic year 2004-2005;

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- (c) **Genetics** Professor K M Devine – Hilary and Trinity terms 2005;
- (d) **Germanic Studies** Dr C Leahy – academic year 2004-2005.

13/292 Students' Union - Report This item was deferred pending the availability of the report.

13/293 Seanad Reform The Provost, noting that as recommendations in relation to Seanad reform are a matter for the University Senate and not the Board, introduced this item for the information of Board members. The Registrar invited the Board's attention to a memorandum, dated 2 June 2004, and to the Executive Summary of the Report on the Reform of the Seanad, both of which had been circulated. The Registrar advised Board that the key recommendations of the Report in relation to the university franchise were that:

- there should be a single national constituency consisting of six seats elected under proportional representation and that the election to university seats should take place on the same day as European and local elections
- the electorate should comprise all graduates of institutions of higher education in the State holding a primary degree or equivalent award at level 7 in the National Framework of Qualifications
- a once-off registration process should take place for existing graduates so that they could decide whether they wished to opt into the Higher Education register of elector and out of the proposed National register.

The Registrar advised Board that while a number of the recommendations were consistent with the University of Dublin's submission to the sub-committee, including the extension of the franchise to all graduates, there was concern that if the recommendations were adopted the relationship between particular institutions and their Senators would be lost and the size of the Higher Education consistency would be such that only candidates of very considerable resources would be in a position to canvas it and that this would militate against independent candidates.

The Board noted Mr Connolly's comments in relation to the Report's recommendations and the need for reform of the Seanad, further noting the significant contribution which Professor Laver made to the work of the sub-committee.

13/294 Review of Statutes – Disciplinary Procedures Under Other Business Mr Connolly recommended that, when the Statutes in relation to student disciplinary procedures were being reviewed, consideration should be given to having a time limit on the period for which a student would be deemed to be sent down from the College. In response to a query, the Secretary advised the Board that there are occasions when the exceptional circumstances of a particular case necessitate the inclusion of the phrase 'sent down' on a student's academic record.

13/295 Future Board Meetings Under Other Business the Board agreed that there would be an additional Board meeting on 29 June 2004 at which there would be a preliminary discussion of proposals in relation to the introduction of a resource allocation model and future College structures and that there would be a final decision on the proposals at the meeting on 7 July. Concern was expressed that a number of Board members would not be available for the scheduled meeting on 7 July being held within term.

13/296 Student Discipline The Board noted that a number of cases will be referred to a Panel of Enquiry by students appealing the severity of the sentences imposed by the Junior Dean for

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breaches of Examination Regulations, further noting that there had been a significant increase in the number of students breaching regulations this year. The Secretary advised Board that it has been recognised that a Panel of Enquiry might not always be the best way to appeal such matters and that procedures for handling such cases in the future were being reviewed.

13/297 Finance Committee The Board noted the Minutes of the meeting of the Finance Committee held on 19 May 2004, as circulated, and approved the recommendations with particular reference to the following:

2004/82 CRANN Centre – Financial Proposals In response to a query, the Vice-Provost advised Board that arrangements for interaction with academic departments have already been agreed for existing PIs; arrangements for future PIs are being considered whereby their expected contribution to the academic activities of their departments will be clarified. The Board noted that a paper on the academic issues associated with SFI Centres will be considered by Council in due course.

13/298 Site and Facilities Committee The Board noted the draft Minutes of the Site and Facilities Committee from its meeting of 18 May 2004 as circulated and approved the recommendations, noting in particular:

10 City Development Plan Review In response to a query, the Bursar advised Board that the College's proposals in relation to Nassau Street which had been reported in the media were part of the Board-approved Development Control Plan, noting that the request to the City Council to re-zone the Nassau Street area in the new City Development Plan would facilitate future developments in the College only if the College so wished: granting the request would not require the College to undertake any specific development.

In response to a query, the Bursar confirmed that the Board receives all papers in relation to policy issues being considered by the Site and Facilities Committee.

13/299 Schedule of Board and Council meetings 2004-2005 The Board noted a memorandum from the Secretary, circulated dated 19 May 2004, noting that Commencements are scheduled to take place on 14 December 2004.

13/300 Almanack 2004-05 The Board noted the Almanack for 2004-05, as circulated.

13/301 Audit of Trust Funds (Benefactions) The Board noted and approved a memorandum from the Chairman of the Audit Committee, circulated dated 27 May 2004 in which KPMG were appointed as Auditors of the Trust Funds (Benefactions) subject to the submission of an appropriate letter of engagement.

13/302 Annual Reports 2002-2003 The Board, noting Mr Miley's comments in relation to the reduction of student services as a result of the current financial crisis noted the following annual reports, as circulated:

- (a) Careers Advisory Service;
- (b) Centre for Microscopy and Analysis;
- (c) College Health Service;
- (d) IS Services.

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- 13/303 HEA – Presentation to Financial Review Group** The Board noted document circulated dated 20 April 2004, for information.
- 13/304 School of Nursing and Midwifery Studies, Trinity College, Dublin and Associated Hospitals – Joint Professional Standards Committee** The Board noted and approved the Code of Conduct established by the School of Nursing and Midwifery and the Associated Hospitals, circulated dated 11 May 2004, effective from the start of the 2004-2005 academic year.
- 13/305 Foundation Scholarship** The Board noted and approved a memorandum from the Senior Lecturer, circulated dated 1 June 2004.
- 13/306 Higher Degrees** The Board noted Higher Degrees, approved by the sub-committee of Board and Council on:
- (a) 11 May 2004;
 - (b) 1 June 2004.
- 13/307 Sealings** The Board noted:
- (a) **Haptica Limited – Licence Agreement** The Seal of the College was put (in duplicate) to a Licence Agreement between the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Haptica Limited for Unit 1a of the Enterprise Centre. [21/4/04]
 - (b) **Haptica Limited – Licence Agreement** The Seal of the College was put (in duplicate) to a Licence Agreement between the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Haptica Limited for Unit 1c of the Enterprise Centre. [21/4/04]
 - (c) **Enterprise Centre – Memorandum of Rent Review – Pieterse-Davison International Limited** The Seal of the College was put (in duplicate) to a Rent Review between the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Pieterse-Davison International Limited for Unit 11 in the Enterprise Centre. [4/5/04]
 - (d) **Enterprise Centre – Lease Agreement – MoneyMate Limited** The Seal of the College was put (in duplicate) to Lease Agreement between the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and MoneyMate Limited for the 4th Floor, The Tower, Enterprise Centre. [4/5/04]
 - (e) **Collateral Agreement – H-Vac Engineering Services** The Seal of the College was put to a Collateral Agreement between the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Ars Ltd t/a H-Vac Engineering Services regarding Phase 3 works to Parsons Building. [10/5/04]
 - (f) **Collateral Agreement – Ennis Lifts Ltd** The Seal of the College was put to a Collateral Agreement between the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Ennis Lifts Ltd, regarding works to Parsons Building. [10/5/04]

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- (g) **Collateral Agreement – McGrattan and Kenny and McCaffrey Ltd** The Seal of the College was put to a Collateral Agreement between the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and McGrattan and Kennedy and McCaffrey Ltd regarding works to Parsons Building. [10/5/04]
- (h) **3 College Green – Right of Way** The Seal of the College was put to a Right of Way in favour of the Commissioner of An Garda Síochána in relation to the use of Little Caesars of College Green Limited. [12/5/04]

13/308 Calendar Entries

- (a) **The Heffernan Bursary** The Board noted and approved a memorandum from the Treasurer, circulated dated 8 April 2004;
- (b) **Pfizer Prizes in Medical Pharmacology** The Board noted and approved a memorandum from the Treasurer, circulated dated 17 May 2004.

13/309 Nominations for Appointment The Board approved nominations for appointment, as circulated (see Appendix 4 to these Minutes), noting the amendment in relation to Ms Coady's position.

13/310 Headship of Department The Board noted that the following had been elected to headship from 13 July 2004 for up to three years (in accordance with the Board resolution set out in Minute 9/247 of 14 April 2004), with the exception of Professor McManus, who had been elected to serve for one year only:

- (a) **Business Studies** Dr G McHugh;
- (b) **Irish and Celtic Languages** Professor D P B McManus;
- (c) **Italian** Dr R Bertoni
- (d) **Mechanical and Manufacturing Engineering** Professor A A Torrance;
- (e) **Psychology** Professor R M Byrne;
- (f) **Russian** Dr S Smyth.

13/311 Fellowship - Resignation The Board noted the resignation of Professor Patrick O'Meara (Russian) with effect from 30 September 2004.

13/312 Staff Matters

- (a) **Early Retirement – Change in Date (see Minute 9/256 of 14 April 2004)** The Board noted and approved the request of Mr D M Lass to change his date of retirement from 24 September 2004 to 23 September 2004;
- (b) **Early Retirement – Mr S S F Ó Seanóir (Library)** The Board noted and approved Mr Ó Seanóir's request for early retirement from 30 September 2004, on a cost neutral basis;
- (c) **Special Unpaid Leave of Absence** The Board noted and approved a request for special unpaid leave from Dr Kathleen Murphy, Lecturer, School of Clinical Speech and Language Studies, for nine months from a date to be agreed;

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- (d) **Career Break** The Board noted and approved requests from
- (i) Dr A P Nisbet (Computer Science) for a career break for 12 months from 30 September 2004;
 - (ii) Ms M Kelly (Staff Office) for one year from 14 June 2004. The Board noted that resources will have to be allocated to the Staff Office to ensure that the work of the Staff Office will not suffer during the period of Ms Kelly's career break.

13/313 Assistant Junior Dean The Board noted and approved the nomination of Dr Matthew O'Brien (Chemistry) as an additional Assistant Junior Dean with effect from 19 April 2004 to 12 July 2004.

13/314 Prizes and Other Awards – Canadian Studies Travel Scholarship 2003-2004 The Board noted and approved recommendation of the Dean of Graduate Studies that Ms Julie Rogers (01151894) be awarded the Canadian Studies Travel Scholarship for 2003-2004, value €1,200.

13/315 TCD Association and Trust—Grant Applications - Trinity Term The Board noted and approved the recommendation of the TCD Association and Trust in relation to the Research Fund, and noted its recommendations in relation to the General Fund, circulated dated 5 May 2004 as follows:

Research Fund	€
(a) Dr B Murphy (English): towards publication of essay collection <i>The World is Full of Terrible People: Essays on the author, Shirley Jackson.</i>	1,500
(b) Dr C McGoldrick (Computer Science): Proposal entitled <i>Bridging the Technology Divide: Engaging Current and Prospective Students with Modern Computer Science.</i>	8,500
(c) Mr G Higgs (Music): Production project for the performance of <i>Hongongalongalo – A thesis for the Masters in Music & Media Technologies.</i>	4,000
(d) Senior Tutor: Addressing the Identified Mental Health Needs of Young People in Third Level Education: The Mental Health Initiative Part II	10,000
General Fund	€
(e) Senior Tutor: Undergraduate Travel Fund	6,500
(f) Senior Tutor: Emergency fund to support international students who may be hospitalised or seriously ill.	500
(g) DU Christian Union: 20 members have applied to participate in overseas public service summer projects 2004	200 per person
(h) Dental Overseas Voluntary Electives: 30 students @ €200 each to travel for voluntary electives to the developing world	200 per person
(i) Students' Union: Childcare funding	4,000
(j) Trasna TCD: Student 'Global Equality' Exchange (5 Students) to visit Ghana, August 2004	200 per person
(k) DU Radio Society: Purchase of Radio Broadcasting Equipment	3,000
(l) Medical Overseas Voluntary Electives: 35 students @ €200 each to travel for voluntary electives to the developing world	200 per person

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- 13/316 Prizes and Other Awards – Frederick Purser Funds** The Board noted and approved the request of the Purser Committee to approve the nomination of Dr D M Abrahamson and Dr G S Martin as members of the committee to replace Dr T B H McMurry and Dr S M Parkes, who have retired from College.
- 13/317 Library – Loan of Manuscripts** The Board noted and approved a memorandum from the Librarian, circulated dated 5 May 2004.
- 13/318 Secretarial Staff Review Committee** The Board noted the election of Mr T Healy as the staff representative on the Secretarial Staff Review Committee for the academic year 2004-2005.
- 13/319 Technical Staff Committee** The Board noted and approved the nomination of Mr P Nowlan and Ms D Leahy to replace Professor K M Devine and Professor A A Torrance for three years from the academic year 2004-2005.
- 13/320 Scholarship – Requests for Intermission** The Board noted and approved the following requests from the Senior Lecturer for intermission of Scholarship for a Foundation Scholar (a) and Non-Foundation Scholars (b) to (h):
- (a) 99341701: a second year of intermission in 2004-2005, having previously intermitted in 2003-2004;
 - (b) 97632597: a second year of intermission in 2004-2005, having previously intermitted in 2003-2004;
 - (c) 98343157: a second year of intermission in 2003-2004, having previously intermitted in 2002-2003;
 - (d) 98370553: a second year of intermission in 2004-2005; having previously intermitted in 2000-2001;
 - (e) 98904311: a second year of intermission in 2003-2004, having previously intermitted in 2002-2003;
 - (f) 99607964: a second year of intermission in 2004-05, having previously intermitted in 2003-2004;
 - (g) 01160681: a third year of intermission in 2004-2005, having previously intermitted in 2002-2003 and 2003-2004;
 - (h) 03150674: a third year of intermission in 2004-2005, having previously intermitted in 2001-2002 and 2002-2003.
- 13/321 Bequests and Benefactions**
- (a) **Gift of Painting** The Board acknowledged with appreciation the gift of a painting to the Department of Surgery (St James's) from the family of the late Dorothy Walker by Michael Mulcahy entitled 'The Quare Hawk' (with a dedication on the back from the artist to the late Dorothy Walker), 5'3" x 7', oil on canvas, unframed.
 - (b) **Dr M T Knight (deceased)** The Board received a memorandum from the Treasurer, circulated dated 18 May 2004 and noted with appreciation the gift of €14,639 to the Law School.
 - (c) **Estate of the late William O'Sullivan** The Board received a memorandum from the Treasurer, circulated dated 20 May 2004, and noted with appreciation a further disbursement of €55,045.26 from the estate of the late Mr William O'Sullivan, which

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has been added to the William O'Sullivan Manuscripts Fund in accordance with the terms of his Will.

13/322 Research Committee – Proposal to establish Centre for Contemporary Irish History/Proposal for recognition of the Hamilton Mathematics Institute TCD The Board noted memorandum and proposals from the Secretary to the Research Committee to the Senior Lecturer, circulated dated 26 May 2004.

13/323 Nominating Committees The Board noted the following memberships:

- (a) **Nursing and Midwifery Studies – Administrative Officer (1) (contract of indefinite duration)**
Secretary
Professor C M Begley
Ms M Carroll
Ms F McNamara
Mr M Hanna (UCC)
- (b) **Director of Accommodation and Catering Services (permanent)**
Secretary
Dean of Students
Dean of Business, Economic and Social Studies
Treasurer
Mr R Kington (University of Edinburgh)
Ms E Roche, Consultant (PricewaterhouseCoopers)
- (c) **Lectureship in Economics - 5 year and 1 year contracts***
Dean of Business, Economic and Social Studies
Professor A H Mathews
Professor P Lane
Ms E McAuliffe
Dr P Honohan
- (d) **Lectureship in Development Studies, Department of Economics – 1 year contract***
Professor A H Mathews
Professor P J Drudy
Ms A M FitzGibbon
*proposed to Board instead of Council as Committee wished to interview without delay.

13/324 Non-EU Students – Consultants' Report The Board noted a summary of the Consultants' report, for discussion on 7 July 2004, as circulated.

13/325 Technical Staff Committee – 2004 Review The Board approved the recommendations of the Technical Staff Committee in respect of the following promotions in accordance with the memorandum from the Staff Secretary, circulated dated 2 June 2004. The recommendations will take effect from 1 October 2004:

- (a) Ms B Owens (Genetics);
- (b) Mr H Lea (Computer Science);
- (c) Mr C McCabe (IS Services);
- (d) Mr C Deevey (Hazardous Waste Facility);
- (e) Ms A Jordan (Physiology);
- (f) Mr C Murphy (Pharmacy);

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- (g) Ms M Morgan (Geology);
- (h) Mr S O'Connor (Geography);
- (i) Mr G Williams (Electronic and Electrical Engineering);
- (j) Mr R Blake (Microbiology).

Signed:

Date:

Appendix 2 to Minute 13/280

Nominations for Appointment (see Actum 40/B of 28 April 2004)

Department	Post	Name and Qualifications	Start date	Termination date (if contract)
Business Studies	Research Assistant	Geert, Hindrik Middel MSc(UT)	01-04-2004	30-06-2004
CAPSL	Academic Developer	Kennelly, Robert, MA (N S W), BA (Uni. Of Canberra)	25-05-2004	24-07-2005
Civil Structural & Environmental Engineering	Research Fellow	Shrivastava, Prabhat, PhD, M.Tech (IIT) BE (APS Uni.)	11-03-2004	10-03-2006
Clinical Medicine	Research Assistant	Shiel, Ellen, BSc(NUI)	01-03-2004	30-09-2005
Clinical Medicine	Research Fellow	Al-Torki, Reem, BSc, MPhil (KAAU), MSc, PhD (LSHTM)	03-03-2004	03-03-2006
Computer Science	Research Fellow	Quigley, Geoff, BSc (Imperial College), PhD (University of Southampton)	01-05-2004	30-09-2007
IIS	Research Assistant	Jackson, Sharon Simone MA (Yale), BA (Dubl.)	01-03-2004	30-09-2004
Mathematics	Lecturer	Lazaroiu, Calin I., PhD , MS, (Columbia NY)	01-01-2005	Permanent
Mathematics	Lecturer	Cherkis, Sergey A, PhD (Pasadena, USA), BS (NJ, USA)	01-09-2004	Permanent
Nursing & Midwifery Studies	Lecturer	Macgregor, Caitriona Aine, RNT, TFT, RGN, RPN, MSc (Dubl.)	01-04-2004	Indefinite Duration
Nursing & Midwifery Studies	Lecturer	Cronin, Patricia, BSc, MSc. (City UK) RGN	01-08-2004	Indefinite Duration
Nursing & Midwifery Studies	Lecturer	Carroll, Margaret, RGN, SCM, RNT, BNS (NUI) MSc (Belf.)	01-04-2004	Indefinite Duration
Nursing & Midwifery Studies	Lecturer	Morrissey, Jean M, RGN, RMN, Dip. Nursing (Lond.) RNT, Bed (South Bank University) BACP MSc (UeL)	01-09-2004	31-07-2006
Physics	Research Fellow	Repetowicz, Przemyslaw, PhD (Chemnitz Uni. Of Technology, Germany)	01-04-2004	01-06-2004
Physics	Research Fellow	Dorneles, Lucio Strazzabosco, MSc (UFRGS Brazil) PhD (UFSM Brazil)	01-03-2004	01-03-2005
Policy Institute	Research Associate	Tovey, Hilary, BA (Dubl.), MA (NUI)	01-04-2004	30-09-2005
Policy Institute	Research Associate	O'Toole, Francis, BA (Dubl.), M.Mangt.Sc. (NUI) PhD (Georgetown Uni.)	01-04-2004	30-09-2005
Policy Institute	Research Associate	O'Hagan, John, BE (NUI), MA (Dubl. NUI), PhD, FTCD (Dubl.)	01-04-2004	30-09-2005
Policy Institute	Research Fellow	Ruane, Frances P. BA, MA (NUI), B Phil, D Phil (Oxon)	01-04-2004	30-09-2005

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Policy Institute	Research Fellow	Mahon, Evelyn BA, MA (NUI) PhD (Lond.)	01-04-2004	30-09-2005
Policy Institute	Research Fellow	Heylin, James Gregory, BA Mod (Dubl.)	01-04-2004	30-09-2005
Policy Institute	Research Fellow	Matthews, Alan, BA (Dubl.), MS (Cornell)	01-04-2004	30-09-2005
Policy Institute	Research Fellow	McCashin, Anthony, BSc (NUI) MA (Essex)	01-04-2004	30-09-2005
Policy Institute	Research Fellow	Gurdgiev, Constantin, MA (Johns H.), MA (UCLA)	01-04-2004	30-09-2005
Policy Institute	Research Fellow	Wickham, James, MA ,D.Phil (Sus.) BSc Soc.(Lond.)	01-04-2004	30-09-2005
Policy Institute	Research Fellow	Cooke, Patrick, MA (NUI)	01-04-2004	30-09-2005
Policy Institute	Research Fellow	Brooke, Simon, MA (Cantab.) Dip. Social Admin (LSE)	01-04-2004	30-09-2005
Policy Institute	Research Fellow	Meehan, Elizabeth Marian, BA (Sus.), DPhil (Oxon)	01-04-2004	30-09-2005
Policy Institute	Research Fellow	Healy, Jonathan David, BA , MSc, PhD (NUI),	01-04-2004	30-09-2005
Policy Institute	Research Fellow	Westrup, Jonathan G. BA Mod (Dubl.) MBA (Harv.)	01-04-2004	30-09-2005
Psychiatry	Lecturer	Farren, Kevin, A, MB, BCh. BAO (NUI), MRCPI, MRCPsych, PhD (Dubl.)	01-10-2003	30-09-2008
Psychology	Part-time Lecturer	Pender, Niall P. BA (NUI), MSc (Uni. Swansea), MSc (King's College)	01-04-2004	30-03-2007
Psychology	Lecturer	Gormley, Michael , PhD (Belf.)	25-05-2004	24-05-2009
Radiation Therapy	Lecturer Oncology	Gillham, Charles Martin, MBBS, BSc (UCL), MRCP, FRCR (UK)	22-03-2004	21-03-2006
Statistics	Research Fellow	Dahyot, Rozenn Yvonne Valerie, BSc, MA, PhD (Louis Pasteur, Strasbourg)	01-04-2004	31-08-2005

Appendix 3 to Minute 13/287

Nominations for Appointment (see Actum 47/B of 26 May 2004)

Department	Post	Name and Qualifications	Start date	Termination date (if contract)
Biochemistry	Research Fellow	Brikos, Constantinos, BSc. (Uni. Sussex), PhD (Lond.)	01-05-2004	30-04-2005
Biochemistry	Research Fellow	McGuirk, Peter, BSc. (NUI), PhD (NUI)	01-06-2004	30-09-2006
Biochemistry	Research Assistant	Mitchell, Jennifer, BA, (Mod) PhD (Dubl.)	01-06-2004	31-05-2005
Clinical Medicine	Research Fellow	Browne, John, BA (Dubl.), PhD (NUI)	21-04-2004	20-04-2005
Computer Science	Research Fellow	Boulkanfed, Malika, PhD (Paris 6)	13-04-2004	12-04-2005
Haematology	Lecturer/Registrar	Power, Maryse, MB, BAO, BCh, B Med. Sc. (NUI) MRCPI (RCPI), Dip MRCPATH (UK)	01-07-2004	30-06-2005
Hebrew, Biblical & Theological Studies	Lecturer Part-time	Sally, John, BA Th. (Pontifical Uni.), H.Dip Ed. (NUI), M.Phil, PhD (Dubl.)	01-10-2004	30-09-2005
Hebrew, Biblical & Theological Studies	Temporary Lecturer	Nestor, Dermot, BA, PhD (Dubl.)	01-10-2004	30-09-2005
Hebrew, Biblical & Theological Studies	Research Fellow	Diemling, Maria, M.Phil, PhD (Vienna)	01-10-2004	30-09-2005
Hebrew, Biblical & Theological Studies	Research Fellow	Wiese, Christian, MA (Heidelberg), PhD (Frankfurt)	01-10-2004	30-09-2005
IIS	Research Fellow	Chaplin, Hannah, Elizabeth, BSc (Nott), MSc, (Wye College), PhD (Lond)	10-05-2004	10-11-2005
Mechanical & Manufacturing Engineering	Research Fellow	Britton, John, BE (NUI), CdipAF (ACCA), Dip Stats (Dubl.) AMIMechE (IMechE)	01-10-2002	31-03-2005
Medical Gerontology	Lecturer/Registrar	Murphy, Maeve, MB, BAO, BCh, LRCPI&SI (RCSI), MRCPI (RCSI) CSCST (RCPI)	01-07-2004	30-05-2005
Pharmacy	Lecturer	Ehrhardt, Carsten, B.Pharm (Johann-Wolfgang Goethe) Pharm D. (Hamburg), PhD (Saarland)	01-08-2004	31-07-2006
Physics	Research Fellow	Ní Mhiochain, Treasa, BA, PhD (Dubl.)	01-02-2004	28-01-2005
Physics	Research Fellow	Mostaert, Anika Simone, BSc, Ph.D (N.S.W.)	01-06-2004	31-05-2006

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Trinity Centre for Bioengineer- ing	Research Fellow	Vard, John, BA, BAI (Dubl.)	01-05-2004	30-04-2005
Zoology	Research Associate	Taylor, Mervyn, BA, MB, BCh, BAO, MA, MD (Dubl.) PhD (Lond.) MRCPI, MRCP, FRCPI, FFPRCPI, FRCPCH	06-05-2004	05-05-2007
Zoology	Research Associate	Speed, Mike, BSc, PhD (Leeds) PGCE	06-05-2004	05-05-2007
Zoology	Research Associate	Marnell, Ferdia, BA (Mod), PhD (Dubl.)	06-05-2004	05-05-2007
Zoology	Research Associate	Martens, Koenraad Roger Liliane Marc, MSc (Canberra) PhD (Ghent) DSc. (Brussels)	06-05-2004	05-05-2007

Appendix 4 to Minute 13/309

Nominations for Appointment

Department	Post	Name and Qualifications	Start date	Termination date (if contract)
CAPSL	Administrative Officer	Murray, Amy, BSc (Dubl.)	05-07-2004	04-05-2007
Clinical Medicine	Research Administrator	Terres, Ana M, BSc, MSc. PhD (UC Madrid)	01-05-2004	30-04-2005
Faculty of Health Sciences	Health Sciences Librarian	Murphy, Anne, BA Mod. (DLIS)	22-05-2002	Ongoing
I.S. Services	User Support	O'Donoghue, Sinead	01-05-2004	30-04-2005
I.S. Services	User Support	Hughes, Tracie, BA , MA (NUI) MCSE	04-05-2004	Permanent
Provost's Office	Administrative Officer	Curtis, Caitriona, BA (NUI)	04-05-2004	Permanent
Secretary's Office	Information Compliance Officer	Turpin, Thomas Daniel, MA (NUI), BA (Dubl.)	01-05-2004	Permanent
Senior Lecturer's Area – Student Records Office and Alumni/Proctors' /Seanad Electoral Office	Administrative Officer	Coady, Leona Christine, BA(Mgmt) (NCEA), Dip. Personnel Management (NCEA), G.M.C.I.P.D.	01-05-2004	Permanent
Senior Lecturer's Office	Administrative Officer (Half-time)	Yeates, Andrea, BA (NUI), MA (Sussex)	05-05-2004	04-05-2007
Treasurer's Office	In-House Counsel (half time)	McMahon, Tara, Patricia, BCL (NUI), ACCA Certified Dip. Accounting/Finance	21-06-2004	Indefinite Duration

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