

*Incorporating any amendments approved at subsequent Board meetings*

**The University of Dublin**

**Trinity College**

**Minutes of Board Meeting, 7 July 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 S Duffy, Ms H Fychan, Ms A-M Gatling, Dr H Gibbons, Mr H Kearns, Ms M Leahy, Mr M Miley, Dr A N M Ní Chasaide, Mrs J O'Hara, Dr F Shevlin, Ms E K Stokes, Dr T T West\*.
- Apologies* Dr L E Doyle, Dr J A Fitzpatrick, Dr H M C V Hoey, Dr J G Lunney, Dr J C Sexton, Dr D L Weaire.
- In attendance*
- (ex officio)* Secretary, Treasurer, Assistant Secretary.
- (by invitation)* Dean of Research (for Minute 15/352)
- (present for)* Minutes \*15/347-15/353

**15/347 Minutes** The Minutes of the meeting held on 29 June 2004 were approved and signed subject to the following amendments:

**14/328 Provost's Report – Financial Issues** Insert the phrase 'on the basis of only two tables made available' after the word 'institutions' on the penultimate line.

**14/332 Structural Reform (ii) Structures** Replace the last sentence on the second paragraph on page 4 with the following: 'The Provost advised Board that proposals in relation to the devolution of administrative/support functions would depend on the number of Faculties and the need to have Deans as part of the Executive Officers Group.'

**14/333 Annual Officers 2004-2005** Replace the word 'Representatives' with the phrase 'Members of Board' on line 3.

**14/334 Board Membership – External Member** Replace 'RDS' on line 3 with 'The Law Society of Ireland'. Replace the last sentence of the minute with 'Following a discussion, and noting Mr Connolly's concern that though the process solicits opinion of external groups, the appointment should be made on the basis of consultation with as broad a base as possible.'

**15/348 Matters Arising from the Minutes** A number of matters arising from the Minutes were discussed and have been recorded below, (see Minutes 15/349, 15/350).

**15/349 Board Membership (see minute 14/344 of 29 June 2004)** In response to a query from Mr Connolly, the Secretary advised Board that since the new Board came into operation in September 2001, there was no provision for inviting observers to Board meetings, noting that

this was the reason why the incoming Student Members of Board were not in attendance at that meeting.

**15/350 Annual Officers (see minute 14/333 of 29 June 2004)** In response to a query, the Registrar advised Board that the incoming Senior Master Non Regent had been advised of his appointment.

**15/351 Provost's Report** The Provost invited Board's attention to the announcement which had been made by the Tánaiste on 1 July 2004 that a programme, (based on an agreement between Dublin Lucent Technologies' Bell Labs, IDA Ireland and Science Foundation Ireland, for research into engineering, manufacturing and value-chain technologies in telecommunications) is being set-up in Ireland and will include the establishment of the Centre for Telecommunications Value-Chain-Driven Research (CTVR) in Trinity. The Centre will coordinate research in other Irish Universities and Institutes of Technology. The Board, noting the very significant impact which the Centre will have on research in College, and in Ireland as a whole, congratulated Dr O'Mahony and his team on their success.

#### **15/352 Research**

(a) **Report to Board** The Dean of Research, present by invitation, invited Board's attention to his report, dated April 2004, which had been circulated. The Dean of Research advised Board that Trinity's performance in securing research grants exceeds that of all other Irish universities and that the growth in our research income in recent years has been on a par with overall national economic growth. The Board noted the dominance of Science Foundation Ireland as a source of funds in the Science area. The Dean advised Board that the number of departments earning in excess of €1m grew from eight in 2001 to eleven in 2003, noting that most of the growth in research income is in areas which already have high levels of research activity. The Board noted that every effort should be made to ensure that additional research funding is secured for the Arts and Humanities areas, noting that relatively small amounts of additional funds in these areas can have a very significant impact on research output.

The Dean invited Board's attention to the considerable variations in the indicators of research performance in three different research areas, noting that the interpretation of this type of data will be a challenge in the development of a resource allocation model which includes measures of research performance. The Dean advised Board that a consultancy company is carrying out a study on behalf of the College on international practices in relation to research measurement and benchmarking which could be a useful input to the development of the research element of the resource allocation model.

The Board noted that the overall level of indirect costs has remained at six percent of income, further noting that this is far below the recommended figure of forty percent. In response to a query, the Dean advised Board that a sectoral report on research overheads had recommended that government agencies should pay overheads to the value of thirty percent of the total value of the research.

The Dean invited Board's attention to an international ranking for universities which does not place Trinity among the top 100 in Europe. It is nevertheless the highest ranking Irish university.

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The Dean advised Board that the College's Research Support System is at the final stages of development by IS Services and when fully complete will provide a major source of information on research in College and will link to the All-Ireland research portal. The Board noted that six patents were filed by the College, and that three disclosures of inventions were made in 2002-2003, and that funding for patenting is now available from Enterprise Ireland.

The Dean also advised Board that work has been carried out on entrepreneurship development and that a five-year entrepreneurship development plan will be completed in the next academic year. The Board noted that there is a need to ensure that there is a full understanding on the value of research to the national economy by decision-makers in government.

The Board thanked the Dean, and the Director and staff of Innovation Services and the Treasurer's Office for the very comprehensive and detailed report.

- (b) **Policy, Practice and Regulations on Intellectual Property** The Dean of Research invited Board's attention to a memorandum, dated 2 June 2004, and to the accompanying document which had been circulated, outlining proposed policies and regulations on intellectual property (IP). The Dean advised Board that the preparation of the proposed policy involved: a review of other Irish universities which indicated that the practices in Trinity in relation to IP are similar to those elsewhere; interviews with researchers across all areas of College; consultation on discussion papers, via the College's website; discussions at the Business and Industry Committee; and a series of internal workshops which were attended by international experts.

The Dean advised Board that the impetus for the development of the current document was to consolidate IP practices and procedures currently in operation in College and to provide a document which would educate and inform all College researchers about the potential of commercially exploiting IP and about College's IP policies and procedures.

The Dean invited Board's attention to recommendations in relation to:

- the inclusion of adherence to College IP policy in staff contracts
- the distribution of income arising from the commercialising of IP as between the inventor, the *cista communis* and the department
- the Assignment of ownership of IP
- the inclusion of IP rights in relation to e-learning

The Board also noted recommendations in relation to the provision of information on IP and the establishment of a Patent Fund. The Dean also invited Board's attention to the need to provide adequate personnel resources to enable Innovation Services to provide the required level of support to the College community in protecting and commercially exploiting their IP.

The Board noted that the document had been considered by the Finance Committee at its meeting on 23 June 2004 (minute 2004/100 refers).

Following a discussion in which a number of technical issues were clarified, and during which the Secretary advised Board that the document was currently the subject of legal review, the Board agreed that following a final period of consultation, a revised version of the document would be presented to Board for approval in Michaelmas Term 2004.

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The Board thanked the Dean of Research and the staff in the Innovation Services for their very significant work in preparing the document.

**15/353 Structural Reform** The Provost invited Board's attention to a memorandum, dated 1 July 2004, which had been circulated and which contained the amendments to the memorandum 'Resources and Structures for the Future' which had been considered by the Board at its meeting on 29 June 2004, (minute 14/332 refers).

In response to queries raised by a number of Board members in relation to the time-frame for the development of the Resource Allocation Model and discussions on the number and composition of Schools/Departments, the Provost advised Board that, if the initial implementation date of September 2005 is to be achieved, every effort will have to be made to adhere to the time-table as presented. The Board agreed that, in order to facilitate consideration of the Resource Allocation Model in the discussions on the composition of Schools/Departments, the completion date for the model should be brought forward to November 2004. The Board, noting the concerns of the Student Members of Board concerning difficulties in consulting with students within the suggested time-scale, agreed that incorporating the views of students, especially graduate students, be included in the recommendations for action.

In response to a query, the Secretary invited Board's attention to the powers which the Statutes give Board and Council in relation to Departments, Schools and Faculties.

The Provost also advised Board that the specialist Task Force to prepare a position paper on criteria for use in the resource allocation model and the Working Group to report on the principles that should apply to the relationship between academic, administrative and support areas would be established in the near future and that the membership would be advised to Board at its next meeting.

Noting the concerns of the Student Members of Board and Dr Gibbons in relation to the time scale, the Board approved the following proposals.

1. Academic criteria should primarily determine the distribution of resources in the College.
2. A position paper on what these criteria might be and the various options with regard to how they might be weighted should be prepared as soon as possible.
3. The Provost should appoint a specialist Task Force to prepare a draft of this paper for consideration, discussion and feedback by the Resource Management Working Group, Council and Board in October 2004, with further drafts brought back for consideration in time for decision at the latest at the Board meeting of December 2004.
4. The Executive Officer Group should establish, by early September 2004 at the latest, a Working Group to report to it, and eventually to Board, on the various principles that should apply to the relationship between academic, administrative and support areas, both at present and in the context of budgets being devolved to academic units. Some limited alterations to the membership of this Working Group can be asked for and decided on by Board as the work progresses. Consideration should be given to how the views of students, especially graduate students involved with teaching and other university work, can be taken into account of as part of this process.
5. It was noted that the Partnership Committee is uniquely placed to reflect the broadest spectrum of opinion on change within College and to develop a sense of the key issues and concerns that need to be addressed. It is essential therefore that it is actively involved in delivering the agenda for change and in providing input to the Working Group, including constructive feedback on the proposals as they develop.

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6. The number and composition of Schools/Departments should be decided on by Board after extensive 'bottom-up' discussion, at intra- and inter-department level, such a 'bottom-up' process to start as soon as possible, where it has not started already. This process might also facilitate initial discussion on how Schools/Departments want to be organised internally, especially with regard to preserving disciplinary identity and integrity (where this is a relevant issue), and adequate student contact and involvement. The process described above should take place on the clear understanding that the number of academic units will be significantly reduced through the formation of new Schools/Departments.
7. A clear timetable and process should be established for such intra- and inter-Departmental consultation, involving academic and administrative staff and student input, with Board to discuss, not later than the November 2004 meeting, the likely number and composition of Schools/Departments and, by the December 2004 meeting at the latest, to make firm decisions with regard to these matters.
8. Further consideration will be given to facilitating the co-ordination and reporting to Board on 6 and 7 above.
9. Board should ensure that, however a Head is appointed, (be it through selection or election or some variant of these) the appointee is able to provide the leadership, strategic vision and administrative competence that will best ensure the academic well-being of the School/Department, particularly in the context of budgets being devolved to Schools/Departments.
10. The decision on selection versus election of Heads should be deferred to Phase 2, but should be made by December 2004 at the latest.
11. The decisions on the number, composition and role of Faculties, and on the role and method of appointment of Deans, should be deferred for now, but decided on by Board not later than at its December 2004 meeting.
12. The start date for the phased introduction of the new resource distribution model, based on academic criteria, should be not later than September 2005.
13. The new structures should be in place, at least in terms of broad operational outlines and practice, not later than September 2005.

**15/354 Student Life Survey and Annual Report** The President of the Students' Union invited Board's attention to the results of a survey which had been carried out by the Students' Union (SU) and the Graduate Students' Union (GSU), noting that the results will set the agenda for the SU and the GSU in the coming year. The President advised Board that the results were based on one thousand voluntary responses to a survey of the full student body. The President of the Students' Union, noting that the survey identified many positive aspects of students' lives in College, invited Board's attention to the following key findings which require attention.

- (i) Students are very aware of the impact of the cutbacks in government funding on the quality of services for students, including increased waiting times for appointments in the Student Health and Student Counselling Services, and a deterioration in the computer printing service.
- (ii) There is a need for greater training of lecturers, in particular postgraduate students who are involved in teaching activities.
- (iii) College catering services need to be improved.
- (iv) There is a lack of social space in the Hamilton Building and in College locations off the main campus.
- (v) Non-traditional students (mature, international, evening and disabled students) need greater support in their College life than school-leavers who comprise the majority of the student body; for example, information is often not presented in a way that is easily accessible to international students, and evening students require more extensive opening hours in the Library.

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(vi) Extra-curricular activities need to be embedded into students' lives in College.

The Board also noted comments in relation to dissatisfaction expressed by students on TSM courses in relation to the poor linkage between the component subject areas.

In response to a query, the President of the Students' Union advised Board that, as about seventy percent of students work more than twenty hours a week, they have little time available to participate in extra-curricular activities.

In the discussion of the Report's findings it was noted that, in view of the voluntary nature of the survey and the format of some of the questions, caution should be exercised in extrapolating the findings to the full student body; the Board noted that the SU and the GSU hope to address these issues in future surveys.

The Board also noted that it is both Unions' intention to bring proposals arising from the results of the survey to the relevant committees within College for consideration, in the course of the coming year.

The Board congratulated the SU and the GSU on an excellent piece of work and requested that consideration be given to repeating the exercise on a regular basis.

**15/355 Academic Promotions (see Actum 56/A of 23 June 2004)** The Vice-Provost invited Board's attention to the report of the Academic Promotions Review Working Party and accompanying memorandum, dated 16 June 2004, and the draft Actum of the Council meeting held on 23 June 2004, which had been circulated. The Vice-Provost advised Board that the Working Party had been established by Council in November 2001 and that an interim report had been prepared in Trinity Term 2002. The Vice-Provost also invited the Board's attention to the very extensive consultation and discussion process which had taken place throughout the College at each stage in the Working Party's deliberations, culminating in the approval of the report's recommendations by Council at its meeting on 23 June 2004.

The Vice-Provost invited Board's attention to the recommendation that there should be continuity and consistency throughout the promotions system with increased contributions to scholarship and to College required as an individual progresses through the grades. The Board noted that the Working Party had developed indicative statements on roles and responsibilities for each academic grade together with definitions in relation to the four main areas of activity against which candidates would be assessed for promotion: research; teaching; service to College; service to discipline or community, with weightings for each of the four areas proposed for each review/promotional grade.

The Vice-Provost advised Board that assessment of teaching should be based on three sources - the candidate, peers, and students - with each source providing evidence on different aspects of teaching and that all candidates for promotion would be required to prepare a teaching portfolio which would be sent to their nominated teaching reviewers, noting that the Centre for Academic Practice and Student Learning would develop detailed guidelines to assist in this process.

The Board noted the Working Party's view that promotions should not be seen only as a reward for past performance, but also as an expectation of future achievement and contribution, further noting that as part of its considerations, it had discussed the 'fast-tracking' of outstanding staff but felt that this was inconsistent with the principle of progression. In this context, the Working Party had recommended the introduction of accelerated advancement on the Senior Lecturer scale together with the abolition of the facility that allowed Lecturers apply directly for promotion to Associate Professorship and thereby by-passing the Senior Lecturer grade.

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The Vice-Provost invited Board's attention to the recommendation that promotion to Personal Chairs be integrated into the promotions system and that a sub-committee of the Senior Promotions Committee should be established when necessary to consider applications, noting that the procedures agreed by Council in Michaelmas Term 2002 regarding external recruitment to Personal Chairs should remain in place.

The Vice-Provost advised Board that the Working Party had considered that the quota system for promotion to Senior Lecturer and Associate Professor was unsatisfactory, noting its very strong recommendations in relation to removal of quotas. The Board noted the proposal in the covering memorandum that consideration be given to whether it would be preferable to have no promotions in 2004/05, with a view to removing quotas subsequently over a period of two years, further noting that proposals in relation to the abolition of quotas for promotion and the consequent resource requirements would be presented to it for consideration in the next academic year.

The Vice-Provost invited Board's attention to the recommendation that an *ad hoc* Appeals Committee should be established by the Board and that the only ground for appeal would be the failure of the committee to observe due process.

In the discussion which followed, during which Professor Fitzpatrick's comments which had been forwarded to the Vice-Provost were noted, a number of issues were clarified and Board Members emphasised the importance of reflecting the College's mission as a research-led university in the criteria used to assess candidates for promotion.

The Board, noted that if College introduces new academic structures, consideration may be given to introducing Faculty-based promotions committees, which would make recommendations to the central College promotions committee. The Board, noting Council's recommendation that the operation of the recommendations should be reviewed after two years of operation, approved the Working Group's recommendations.

The Board thanked the Vice-Provost and the members of the Working Group for their very hard work in preparing such a comprehensive report.

**15/356 Principal Committees 2004-2005** The Registrar invited Board's attention to a memorandum dated, 30 June 2004, which had been circulated and to a document outlining proposals for the membership of Principal Committees, which had been tabled. The Registrar advised Board that the two documents reflected the outcome of the discussions of the Working Group established by Board to develop proposals for the implementation the Board's decisions in relation to College governance (minute 13/273 of 9 June 2004 refers).

Following a long discussion on the composition of the Student Services Committee, it was agreed that there would be further discussions with the Chair of the Committee early in Michaelmas term with a view to ensuring that the final membership will enable the Committee to fulfil its remit as the Principal Committee of Board responsible for student services. The Board noted that, in common with all Principal Committees, the Student Services Committee will be requested to review its terms of reference and to submit proposals as to which items of business the Board might consider delegating to it for decisions on Board's behalf. The Board noted the Student Members' request that the Dean of Students be a member of the Executive Officers' Group.

The Board noted a request from the President of the Graduate Students' Union that, in relation to Principal Committees where the number of student representatives has been reduced, the student body (Students' Union or Graduate Students' Union) which is not a member of the Committee, would continue to receive committee papers.

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The Board, noting the Student Members of Board's dissension on the membership of the Student Services Committee, approved the following membership of Principal Committees:

(a) **Finance Committee**

Provost <i>Chair</i>	President of the Students' Union
Treasurer <i>Secretary</i>	Dean of Arts (Letters)
Bursar	Senior Lecturer
Registrar	Secretary or nominee
Professor D L Weaire	Deputy Treasurer <i>in attendance</i>
Dr L E Doyle	

(b) **Personnel and Appointments Committee**

Vice-Provost <i>Chair</i>	Dean of Health Sciences
Staff Secretary <i>Secretary</i>	Dean, Business, Economic and Social Studies
Senior Lecturer	Treasurer or nominee
Dr H Gibbons	Academic Secretary
Dr F Shevlin	Establishment Manager <i>in attendance</i>
Students' Union Welfare Officer	

(c) **Research Committee**

Dean of Research <i>Chair</i>	Professor J M D Coey,
Research Development Officer	Professor M A Lynch,
<i>Secretary</i>	Professor P Lane,
Bursar	Professor J Ohlmeyer,
Professor J A Fitzpatrick	Professor D P A Kelleher
Dr A N M Ní Chasaidhe	Treasurer or nominee
President, Graduate Students' Union	Research Projects Manager <i>in attendance</i>
Dean of Graduate Studies	

(d) **Information Policy Committee**

Vice-Provost <i>Chair</i>	President, Graduate Students' Union
Librarian <i>Secretary (rotating)</i>	Dean, Engineering and Systems Sciences
Director of ISS <i>Secretary (rotating)</i>	Academic Secretary
Dean of Research	Secretary or nominee
Mrs J O'Hara	Deputy Librarian <i>in attendance</i>
Dr J G Lunney	Deputy Director of IS Services
	<i>in attendance</i>
Students' Union Education Officer	

(e) **Site and Facilities Committee**

Bursar <i>Chair</i>	Dean of Science
Director of Buildings <i>Secretary</i>	Treasurer or nominee
Vice Provost	Secretary or nominee
Dr S Duffy	Professor R A Stalley
Mr H Kearns	Deputy Director of Buildings
Ms E K Stokes	<i>in attendance</i>
President of Students' Union	

(f) **Student Services Committee**

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Dean of Students <i>Chair</i>	Dean of Arts (Humanities)
Vacant <i>Secretary</i>	Senior Tutor
Senior Lecturer	Director of a student service (1)
Mr B Connolly	Treasurer or nominee
Ms M Leahy	Secretary or nominee
Students' Union Welfare Officer	Administrative Officer, Senior Tutor's
President, Graduate Students' Union	Office <i>in attendance</i>

The Board also agreed that, in Michaelmas Term 2004 Principal Committees would be invited to:

- (i) consider the appointment of an Elected Board Member as Chair of the Committee;
- (ii) adopt the procedure for the Operation of Principal Committees as proposed by the Governance Working Group;
- (iii) review their terms of reference and submit proposals as to which items of business the Board might consider delegating for decision to their Principal Committee, noting that these proposals would then be considered by Board and appropriate authority given to Principal Committees together with revised terms of reference if so required.

It was also agreed that:

- (iv) Principal Committees would submit draft minutes of their meetings to Board for consideration at the first opportunity;
- (v) the Safety Committee and the Equality Committee would report directly to Board as and from 13 July 2004 and that these Committees would be required to submit draft minutes of their meetings to Board;
- (vi) a report on the application of the governance proposals in relation to the Executive Officers Group would be prepared for consideration by Board in Hilary Term 2005;
- (vii) Principal Committees would be encouraged to invite people with appropriate expertise/experience to attend meetings for specific items of their Agenda as required and that Principal Committees would involve members of the College community with specific skills and experience in sub-committees and working groups, the outcome of whose deliberations would feed into the work of the Principal Committee.

**15/357 Role of College-nominated Company Directors** The Secretary invited Board's attention to a memorandum, dated 30 June 2004, which had been circulated outlining the role of College-nominated Company Directors and the range of skills required of such Directors. The Board, noting that a Director's duty is owed, in the first instance, to the company, noted that it would be generally inappropriate that any key executive officers of the College should be a long-term Director of a College company, although it may be in the interests of all parties that at set-up stage, such officers may be involved as Directors. The Secretary advised Board that Officers and Board members must exercise caution in regard to any guidelines given to Directors lest they be seen as 'Shadow Directors', i.e. any person with whose instructions the director(s) of a company normally comply, noting that a Shadow Director has, under company legislation, many of the legal responsibilities of a Director. The Secretary also invited Board's attention to the key skills and expertise which nominated Company Directors should possess.

In response to a query, the Secretary advised Board that in view of the ongoing discussions in relation to the Haughton Institute, and the likelihood of changes in the governance of the Institute, it was not proposed, at this stage, that there be any change in the College's Directors of that company but that it was expected that he would step down as a Director of the DMMC in the coming year, to avoid any possible conflicts of interest between the College and the Centre.

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The Secretary invited Board members to submit comments or suggestions in relation to College-nominated Directors to him.

- 15/358 Acta of the University Council** The Board confirmed Acta of the University Council from its meetings of 23 June 2004 subject to further comment covering the following: (58/B, 58/C, 60/B, 61/A)
- 15/359 Personnel and Appointments Committee (see Actum 58/B of 23 June 2004)** The Board approved the recommendations of the Committee from its meeting of 21 May 2004 and 11 June 2004, noting in particular the revised Policies and Procedures for dealing with complaints of Bullying and Harassment, including Sexual Harassment and Racial Harassment.
- 15/360 Nominations for Appointment (see Actum 58/C of 23 June 2004)** The Board, on the recommendation of the University Council, approved the appointments as summarised in Appendix 1 to these Minutes.
- 15/361 Leave of Absence (see Actum 60/B of 23 June 2004)** The Board approved the following applications for leave of absence:
- (a) **English**
    - (i) Mr G C Dawe – Michaelmas term 2004;
    - (ii) Professor N Grene – Hilary term 2005;
  - (b) **Chemistry** Dr D H Grayson – 50% leave of absence for the academic years 2004-2005 and 2005-2006;
  - (c) **Germanic Studies** Dr G C Carr – Michaelmas term 2004;
  - (d) **Law School**
    - (i) Dr N Cox – academic year 2004-2005;
    - (ii) Mr P R Coughlan – academic year 2004-2005;
  - (e) **History of Art** Professor R A Stalley – Michaelmas term 2004;
  - (f) **Hispanic Studies** Dr S Bayó Belenguer – Michaelmas term 2004;
  - (g) **Modern History** Dr C F Brady – Hilary term 2005;
  - (h) **Pure and Applied Mathematics** Professor J C Sexton – academic year 2004-2005;
  - (i) **Nursing and Midwifery**
    - (i) Dr M Lohan – Michaelmas term 2004;
    - (ii) Ms Margaret Carroll – Michaelmas term 2004;
  - (j) **Sociology** Ms Hilary Tovey – Hilary term 2005.
- 15/362 Deanship – Faculty of Arts (Letters) (see Actum 61/A of 23 June 2004)** The Council noted that Professor E Ní Chuilleanáin has been elected to the Deanship of the Faculty of Arts (Letters) from 13 July 2004.
- 15/363 Advisory Committee on Honorary Degrees** The Board approved the nominations of the Advisory Committee on Honorary Degrees, as presented by the Registrar, noting that those approved will be conferred with Honorary Degrees at the Winter Commencements 2004 and the Second Summer Commencements 2005.
- 15/364 Strategic Fund** Under Other Business the Provost invited Board's attention to a memorandum, dated 1 July 2004, which had been tabled, outlining the following full-time,

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permanent appointments which he, in consultation with Executive Officers, had decided should be supported from the fund allocated for strategic investment, in accordance with the decision made by Board at its meeting on 21 April 2004 (minute 10/260 refers):

- (i) Neuroscience – Lecturer
- (ii) Trinity Consortium on Ageing – Lectureship in Social Studies
- (iii) Globalisation and International Integration – Interdisciplinary Lecturer in Globalisation
- (iv) Modern History - Lecturer
- (v) Student Counselling Service – Post of Counsellor
- (vi) Chemistry – Lectureship in Materials Chemistry

The Board also noted that a Chair in Computer Science would be filled using savings arising from the ‘freezing’ of two lectureship posts becoming vacant and would not therefore be a charge to the Strategic Fund.

The Provost also advised Board that, if an application for funding to the HEA for the Centre for Learning and Technology is unsuccessful, it is proposed to allocate €250,000 for 2004/5 from the College’s Strategic Fund.

The Provost advised Board that some of the funds approved for this year had not been allocated, thus ensuring some flexibility in the future.

The Provost also advised Board that in deciding which proposals to fund from the Strategic Fund, he had decided to focus on positions which would contribute to the strategic development of the College, noting that he appreciated the very real need in many areas for additional staff to meet day-to-day needs.

**15/365 Panels of Enquiry** Under Other Business the Board received the report of the Chairman of three Panels of Enquiry held on 5 July 2004, and in accordance with Chapter XII, Schedule II, Section 43 of Statutes accepted the rulings of the Panels as follows:

- Case 1: Repeat, at the Supplemental Examinations, the examination which had been the subject of the investigation.
- Case 2: Repeat Junior Sophister year
- Case 3: Repeat Senior Freshman year

The Secretary advised Board that the Panel of Enquiry was due to deliver a penalty that evening in one case involving a postgraduate student, and that a further three cases involving undergraduate students were due to be heard on 8 July 2004.

In view of the approaching vacation period and in order to fulfil the requirements of Chapter XII, Schedule II, Section 43 of the Statutes in relation to reports of Panels of Enquiry, the Board delegated to a sub-committee comprising the Provost and the Senior Lecturer the power to make decisions on its behalf within the terms of the Statutes.

In response to a query, the Secretary advised Board that students’ academic records would not specify the reasons why years or examinations were being repeated.

**15/366 Finance Committee** The Board noted the Minutes of the meeting of the Finance Committee held on 23 June 2004, as circulated, and approved the recommendations.

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**15/367 Site and Facilities Committee** The Board noted the draft Minutes of the Site and Facilities Committee from its meeting of 29 June 2004 as circulated and approved the recommendations.

**15/368 Personnel and Appointments Committee** The Board approved the recommendations of the Committee from its meeting of 25 June 2004 which had been circulated and from its meeting of 6 July 2004 which had been tabled. The Board noted in particular the recommendation that the arrangements entered upon by the School of Clinical Speech and Language Studies and the School of Occupational Therapy be honoured and that each School be required to surrender two contract Lectureships only at the date of filling their Chairs and not be required to identify pay savings to the full cost of Professorial salary.

The Board also noted Ms Leahy's comments in relation to positions in the Department of Electronic and Electrical Engineering.

**15/369 Appointment of a Board Member to replace Professor West** Under Other Business the Board, noting that Professor West's resignation from College will create a vacancy on the Board from 30 September 2004, noted the appointment of Professor W Blau to replace him, noting that Professor Blau's appointment will be in accordance with Section 29 of the Regulations for Election to Board approved by Board on 23 May 2001 (Minute 157/5 refers) and will come into effect on 1 October 2004.

**15/370 Representation – Central Applications Office** The Board noted and approved the nomination of Professor J A Murray (Senior Lecturer-elect) as the College's representative/director on the CAO from 13 July 2004.

**15/371 Higher Degrees** The Board noted Higher Degrees, approved by the sub-committee of Board and Council on 29 June 2004.

**15/372 Sealing** The Board noted:

**Trinity College Dublin – Defined Contribution Pension Plan** The Seal of the College was put to a Trust/Deed/Rules of the Trinity College Dublin Define Contribution Pension Plan. [28/06/04]

**15/373 Headship of Department – Occupational Therapy** The Board noted that Ms D Connolly has been elected to headship of the Department of Occupational Therapy from 13 July 2004, for at least one year.

**15/374 Prizes and Other Awards**

- (a) **A J Leventhal Scholarship** The Board noted and approved the recommendation of the selection committee of Ms Julie Anne Rodgers for the 2004 Scholarship – value €2,285;
- (b) **Faculty of Health Sciences – Studentships 2003-2004** The Board noted and approved a memorandum from Ms A Flender, circulated dated 23 June 2004;
- (c) **Grace Lawless Lee Fund Committee** The Board noted and approved recommendations, circulated dated 24 June 2004.

*Incorporating any amendments approved at subsequent Board meetings*

- 15/375 Prize and Calendar Entry – Una Burke Memorial Prize in Child Psychology** The Board noted and approved a memorandum from the Treasurer, circulated dated 29 June 2004.
- 15/376 Scholarship – Request to Intermit** The Board noted and approved the request of the Senior Lecturer that a Foundation Scholar (99671565) may intermit for the academic year 2004-2005, constituting a second year of intermission, having previously intermitted in 2003-2004.
- 15/377 Student Counselling Service – Annual Report 2002-2003** The Board noted the Annual Report of the Student Counselling Service for 2002-2003, as circulated.
- 15/378 School of Nursing and Midwifery Studies – Memorandum of Understanding between Adelaide and Meath Hospital, Dublin Incorporating the National Children’s Hospital and the University of Dublin, Trinity College** The Board noted that a Memorandum of Understanding in respect of the Bachelor in Science in Nursing was signed on 24 June 2004.
- 15/379 Trust Funds (Benefactions) – Audit Engagement Letter** The Board noted and approved a letter from KPMG, circulated dated 28 June 2004 and formally appointed KPMG as auditors for the Trust Funds (Benefactions).
- 15/380 Degree of MA *jure officii*** The Board noted a memorandum from the Registrar, dated 23 June 2004 which had been circulated, and approved a revised version which had been tabled.
- 15/381 Summer Hours** The Board noted that office hours during the Long Vacation, 12 July 2004 to 10 September 2004 will be 9 am to 5 pm Monday to Thursday, and 9 am to 4.30 pm on Fridays.
- 15/382 Leave of Absence** The Board noted and approved the following applications for leave of absence recommended by the Deans and Heads of Department concerned, satisfactory proposals having been made for provision of teaching and other needs:
- (a) **Electronic and Electrical Engineering** Dr A P Quinn – academic year 2004/2005;
  - (b) **Philosophy** Dr P O’Grady - Michaelmas term 2004.
- 15/383 Committees 2004-2005 – Sub-committees** The Board noted and approved a memorandum from the Registrar, circulated dated 5 July 2004.
- Under Other Business the Board approved the nomination of Mr D F Lyons to replace Ms G Fallon on the Administrative and Library Staff Review Committee for three academic years from 2004-2005.
- 15/384 Library Staff Review Committee – 2004 Review** The Board approved the recommendations of the Library Staff Review Committee from its meeting of 29 June 2004 in respect of the following promotions in accordance with the memorandum from the Staff Secretary, circulated dated 30 June 2004.
- (a) **Readers’ Services**

***Incorporating any amendments approved at subsequent Board meetings***

- (i) Ms R Brereton;
  - (ii) Mr S Hare;
  - (iii) Ms A Hannon;
  - (iv) Mr D Birney;
  - (v) Ms M Ellard;
  - (vi) Ms M Bosonnet;
  - (vii) Ms M Barron;
  - (viii) Ms M Gannon;
  - (ix) Mr S Lang.
- (b) **Conservation Department**
- (i) Ms C Byrne Birmingham;
  - (ii) Mr D Lacey;
  - (iii) Ms M Hennessy.
- (c) **Early Printed Books**
- (i) Mr J Daly;
  - (ii) Ms H Beaney.
- (d) **Collection Management**  
Ms F Kenny.
- (e) **Bookstacks**  
Ms R Mathews-McKay.

**15/385 Nominations for Appointment** The Board approved nominations for appointment, as circulated (see Appendix 2 to these Minutes).

Under Other Business the Board approved appointments as tabled (see Appendix 3 to these Minutes).

**15/386 Nominating Committees** The Board noted the following memberships:

- (a) **Faculties of Arts (Humanities) and Arts (Letters) – Administrative Officer (Support for Heads of Department) (3-year contract)**  
Dean of Arts (Humanities)  
Professor J Gratton  
Ms O Sheehan  
Ms M Le Good
- (b) **Lectureship in Biochemistry and Immunology (2-year contract)**  
Dean of Science  
Professor D C Williams  
Dr A Bowie  
Professor A Bell  
Professor C F Feighery  
Dr V Campbell  
Professor K H G Mills

**15/387 Tutorship** The Board noted and approved a memorandum from Senior Tutor, circulated dated 5 July 2005.

*Incorporating any amendments approved at subsequent Board meetings*

**15/388 Trinity Centre for High Performance Computing – Acting Directorship** The Board noted and approved the nomination of Professor J Corish as Acting Director for 2004-2005 during Professor J C Sexton’s leave of absence.

The Provost thanked Professor West, who was attending his last Board meeting, for his very significant contribution to the Board and College over many years. The Provost also thanked the Senior Lecturer, the Registrar and Officers of the Students’ Union who were also attending their last Board meetings for their very constructive contribution to the work of the Board during their terms of office.

Signed: .....

Date: .....

## Appendix 1 to Minute 15/360

**Nominations for Appointment (see Actum 58/C of 23 June 2004)**

<b>Department</b>	<b>Post</b>	<b>Name and Qualifications</b>	<b>Start date</b>	<b>Termination date (if contract)</b>
Biochemistry	Research Fellow	Durney, Michael, PhD (S'ton), GRSC (RSC), BSc (NUI)	01-07-2004	31-12-2004
Biochemistry	Research Assistant	VOGEL, Andre Dip. Biology (Friedrich Schiller University, Jena)	01-08-2004	01-01-2008
Botany	Research Fellow	Smith Rhian, Jane, BSc (Uni. Wales), PG Dip Statistics (Dubl.)	01-04-2004	30-09-2004
Business Studies	Lecturer (Part-time)	McLaughlin, Andrew B.A. (NUI) M.Sc. (Dubl.-	01-10-2004	Ongoing
Business Studies	Lecturer (Part-time)	Mangan, John B.Sc. (NUI), M.Sc. (Cranfield) Ph.D. (Wales)	01-10-2004	Ongoing
Chemistry	Research Fellow	Tourrette, Guillaume, DUT (Poitiers, F), BSc (Kingston UK)	01-06-2004	06-06-2005
Civil, Structural & Environmental Engineering	Research Assistant	O'Donoghue, Roland, BSc (DIT)	10-05-2004	16-07-2004
Clinical Medicine	Research Assistant	Gorham, Sinead, BA , MSc (HETAC)	17-05-2004	30-04-2005
Clinical Medicine	Lecturer	Crowley, Vivion MB, BCh, BAO (NUI) MSc. (Dubl.) MRCPPath, RCP	01-06-2004	Ongoing
Computer Science	Research Assistant	Mendoza, Cesar, PhD, MSc (Institut Polytechnique de Grenoble), MSc. (Lond.)	17-05-2004	27-07-2004
Economics	Lecturer (Part-time)	Hogan, Vincent B.Sc., M.Econ.Sci. (NUI) Ph.D (MIT)	01-09-2004	30-08-2005
English	Research Associate	Collins, Lucy ,Madeline BA (Dubl.), PhD (Dubl.)	30-06-2004	29-05-2007
English	Research Associate	Sadowski, Piotr, M.Phil, PhD (Warsaw)	30-06-2004	29-05-2007
English	Research Fellow	Byrne, Patrick B.A., M.A., Ph.D. (NUI)	01-10-2004	30-09-2005
Geology	Research Associate	Mulhall, Claire, Marie BA (Mod.), Ph.D. (Dubl.)	01-07-2003	30-06-2004
Germanic Studies	Harting Scholar	Bouwhuis, Sarina	01-10-2004	30-06-2005
Health Service Management	Senior Lecturer (Part-time)	O'Brien, John, M.P.A. (NUI)	01-06-2004	30-05-2009
Health Service Management	Senior Lecturer (Part-time)	Lyons, Michael, MBA Health Services Management, (NUI)	01-06-2004	30-05-2009
Histopathology and Morbid Anatomy	Lecturer	Gilsenan, Declan, MB, BCh, BAO (NUI), D.Obst RCOG., LM (Rotunda), MRCPPath, FRCPath, FFPPath (RCPI)	01-07-2004	Ongoing

***Incorporating any amendments approved at subsequent Board meetings***

Histopathology and Morbid Anatomy	Research Fellow	Heffron, Cynthia, MB, BCh, BAO (NUI)	01-07-2004	30-06-2005
Histopathology and Morbid Anatomy	Research Fellow	Astbury, Katharine, MB, BCh, BAO, FRCSI, MRCOG (Coombe)	01-07-2004	30-05-2005
Histopathology and Morbid Anatomy	Research Fellow	O'Regan, Esther, BDS (NUI)	01-07-2004	30-05-2005
Histopathology and Morbid Anatomy	Visiting Professor	Cassidy, Marie, Therese, MB ChB, MRCPATH, FRCPath, FCPATH	01-10-2004	01-09-2007
Immunology	Research Senior Lecturer	Whelan, Alex, PhD, FIMLS, FAMLS	01-02-2004	31-01-2005
ISE	Director	Kearon, Kenneth, MA, MPhil (Ecum.)	01-04-2004	30-03-2007
Mathematics	Lecturer	Stalker, John, BS (Stanford), PhD (Princeton)	01-09-2004	Permanent
Medical Gerontology	Lecturer	Coughlan, Tara, MB (NUI), MRCP (Lond.)	01-07-2004	01-07-2005
Microbiology	Research Fellow	O'Croinin, Tadhg, BA (Dubl.) PhD(NUI)	01-02-2004	31-01-2007
Microbiology	Research Fellow	Yanagisawa, Naoko, MD (Japan) PhD (Kanagawa, Japan)	10-05-2004	09-05-2005
Nonprofit Management, Centre for	Research Fellow	BREATHNACH, Catherine B.A., M.A., M.B.S. Ph.D. (NUI)	01-01-2003	30-11-2004
Nursing and Midwifery Studies	Lecturer	Doyle, Carmel, RNMH, RSCN, BNS, P.G.Dip PN, P.G.Dip Cl. H. Sci. Ed (Dubl)	20-09-2004	19-09-2006
Nursing and Midwifery Studies	Lecturer	Dunn, Virginia, Wadsworth, MSc (Tor.), Post Dip. Christian Studies (Br.Col.), BSc Nursing (Cornell Uni. USA)	01-10-2004	31-12-2005
Nursing and Midwifery Studies	Co-Ordinator	Martin, Caroline, RPN, BNS (NUI)	01-10-2003	01-09-2008
Occupational Therapy	Clinical Teacher	O'Driscoll, Annette, BSc Cur. Occ. (Dubl.)	01-10-2004	30-09-2007
Occupational Therapy	Clinical Teacher	Manahan, Stephanie, BSc (Dubl.)	01-10-2004	30-09-2007
Paediatrics	Consultant Paediatrician/Senior Lecturer	Roche, Edna, Frances, MB, BCh, BAO, MD, (Dubl.), MSc (Dundee), MRCP, RCPI, FRCPCH,	01-11-2004	permanent
Pharmacology and Therapeutics	Lecturer & Co-Ordinator	Mac-Avin, Mary-Jo, MB, BCh, BAO (NUI), DCH, RCPI&SI	01-08-2004	01-08-2007
Philosophy	Visiting Professor	Mulligan, Kevin, BA (Dubl.), MA (Tubingen), PhD (Manchester)	01-01-2004	31-03-2006

***Incorporating any amendments approved at subsequent Board meetings***

Physics	Research Fellow	Zhou, Yang, PhD (Beijing)	05-06-2004	04-06-2005
Physiology	Research Associate	Hartigan, Patrick James, BSc(VET) MA, MVM PhD (Dubl.)	01-10-2004	29-09-2006
Political Science	Lecturer (Contract)	Heng, Yee Kuang, PhD, BSc (Lond Sch Economics)	01-09-2004	31-08-2006
Psychology	Part-time Lecturer	Doherty, Colin, MD, MB, BCh, BAO, MD (NUI), MRCPI	07-05-2004	06-05-2007
Psychology	Research Fellow	Bellgrove, Mark Andrew, BSc, PhD (Monash)	01-06-2004	31-05-2006
Religions and Theology	Elrington Fellow	Grant, Lesley Margaret, MA, PhD (Dubl.)	01-10-2004	30-09-2005
Surgery	Lecturer	Torreggiani William C. ,MB, BCh, BAO LRCP& SI (Hons) (RCSI) MRCPI, FRCR, FFRRCSI	01-05-2004	30-04-2007
Zoology	Research Assistant	Demers, Andreanne, BSc (McGill), PhD (Dubl.)	01-06-2004	31-05-2005

Appendix 2 to Minute 15/385

#### Nominations for Appointment

Department	Post	Name and Qualifications	Start date	Termination date (if contract)
Nursing and Midwifery	Administrative Officer Grade 1	O'Rourke, Frank, BSc (Open), MSc (NUI), MIITD	01-10-2004	Indefinite duration
Treasurer's Office	Administrative Officer (half-time)	Sheehan, Sheila	31-05-2005	permanent
Treasurer's Office	Administrative Officer (Research Accounts)	Malone, Anthony, BA MIS (Liv John Moores)	21-06-2004	permanent

*Incorporating any amendments approved at subsequent Board meetings*

## Appendix 3 to Minute 15/385

**Nominations for Appointment**

<b>Department</b>	<b>Post</b>	<b>Name and Qualifications</b>	<b>Start date</b>	<b>Termination date (if contract)</b>
Children's Research Centre	Research Fellow	Whyte, Jean, BA (NUI), MA (Dubl), HDipEd (NUI), MSc (Belf), PhD (Belf), Dott Lett (Milan), PhD (Belf), HDipEd (NUI)	01-10-2004	30-09-2005
Computer Science	Research Professor	Manziona, Lou, BE (Chemical Engineering) (The Cooper Union, New York), PhD (Chemical Engineering) (Princeton)	01-10-2004	30-09-2009
Education	O'Carroll Senior Research Fellow	McGrath, Thomas Gerard, BA (NUI), MA (NUI), PhD (NUI), PhD (Hull).	01-07-2004	30-06-2007
Education	Research Assistant	Smith, Murray, BA (NUI), MA (NUI), Barrister-at-Law (King's Inns)	13-07-2004	12-07-2005
Education	Part-time Lecturer	Kingston, Stanford, BA (Ulster), MPhil (Ecum) (Dubl), HDipEd	01-11-2004	31-10-2005
Education	Research Assistant	McGuire, Lian, BA (NUI), Dip Media Studies (NUI)	13-07-2004	16-07-2005
Education	Part-time Lecturer	Davis, David, MEd (Birm), PG Dip (Durh), CertEd (Leeds)	01-06-03	30-06-04 (retrospective)

***Incorporating any amendments approved at subsequent Board meetings***