

The University of Dublin

Trinity College

Minutes of Student Services Committee Meeting, 16th March 2010

Present Dr Amanda Piesse (Chair); Dr D McGrath (Secretary); Dean of Students (Dr G Whyte); Senior Lecturer (Dr A Douglas); College Secretary (Ms A FitzGerald). Head of School (Dr Donal O'Donovan); Dr. E. MacCarthaigh; Treasurer's Representative (Ciara Lynch); College GSU President (Mr R Hodson).

Apologies Vice-Provost (CAO) (Prof P Prendergast), Senior Tutor (Dr M O'Regan),

In attendance Mrs A. Williams.

SECTION A

SS/09-10/36 Minutes The Minutes of the meeting held on 2nd February were taken as read, approved following the insertion of the word 'for' in section 10/30. The Chair advised that attention should be drawn to the Section on the Annual Reports at the next Board Meeting.

SS/09-10/37 Matters Arising from the Minutes Matters arising from the Minutes were discussed and are recorded below.

Student Centre The Planning Committee met and the students presented their business plan. The Dean of Students was asked to chair a smaller group re: potential occupation of the Luce Hall. Good progress has been made with occupancy of 2 of the 4 floors decided upon.

Insurance The Dean of Students reported that the matter of insurance was in hand and had been discussed by the Heads Forum.

SS/09-10/38 Student Charge The Dean of Students stated that as was decided at a recent Board Meeting a Working Group had been set up and had met on three occasions. Two issues had emerged:

- i. The Working Group was recommending that the Student Services charge would be used in the first instance for those services that had historically been funded by the charge but that the charge may also be used in respect of other services from which students derive a benefit.
- ii. The Working Group also recommended that the consultation process should also involve 3 SU Officers and the Secretary of Student Services and would meet at least three times a year

The findings will be presented to the Finance Committee on Friday and then to Board. €14,600,000 is anticipated to be raised from the Student Charge. The Dean of Students explained that the allocation of any residue will be made by Executive members of College.

The College Secretary said this was now an 'A' item at Board.

The Chair recorded her thanks to the Dean of Students and the Treasurer's Office representative for their time and patience in this matter.

SS/09-10/39 Estimates Ciara Lynch reported that this year the system has changed in that the submissions are passed to the Executive Officers and at a later date. Allocation will be made by the COO and Vice Provost. The College Secretary said there will be a reduction of 24%

for allocation. Dr. McGrath said an earlier decision date would be important for ease of planning. This matter will be discussed at next Board meeting.

GSU President stated that he felt the estimates should be mainstreamed although the Vice Provost disagreed at the last Board meeting. The Chair said this was part of strategic plan and will be discussed by this Committee at a later date. The Risk Register indicated no further funding is needed. The Chair thanked Ciara Lynch for her support and a meeting will be called when more information is available.

SS/09-10/40 Report from Heads Six meetings have taken place since November. The topics discussed included the establishment of an Ethics Committee, Student Survey, Luce Hall, Special Estimates, Integration into College life of 'off campus students.' Reports were presented by the Disability Service and the Director of International Office whose students are high users of the student services.

It was agreed to continue membership of the CSSI and a 'YES' programme for students to be launched.

Also discussed were College's E Strategy for Student Services, presentation of the Annual Reports to the Student Services Committee, IUWSA Alcohol Policy workshop for 3rd level students, and the Student Registration Working Group.

Stephen Elster will be invited to discuss the review of the Quality Review process.

The issue of departmental insurance was also discussed.

The College Secretary reported that the excess will cover wear and tear damage only. Loss of income and non-negligent major events would be covered by the *Cista Communis*. The Buildings' Office will cover the cost of fabric and repair.

Dr. McGrath reported that 50% of the €26,000 loss due to breakdown of vaccine fridge in College Health Service will be met by the Buildings' Office.

It was agreed that since the introduction of semesterisation time is more limited for 'Theme Weeks' and more liaison is required between organisers to avoid clashing of events

The Dean of Students will take the matter to SU and CSC.

SS/09-10/41 AOB No business to report.

SECTION B

There were no items in this section

SECTION C

There were no items in this section

Signed:.....

Date:.....