

The University of Dublin

Trinity College

Minutes of Student Services Committee Meeting, 26th October 2010

Present Dr. S. Barrett (Chair); Dr D. McGrath (Secretary); College Secretary (Ms A. FitzGerald); Senior Tutor (Dr. C. Laudet); Senior Lecturer (Dr A. Douglas); Treasurer's Representative (Ms. Janet Byrne); SU Welfare Officer (Ms. Steph Fleming); GSU President (Ms. Dearbhail Lawless)

Apologies Vice-Provost (CAO) (Prof P Prendergast); Dean of Students (Dr. G. Whyte); Head of Sport and Recreation (Ms. M. Tanner); Head of School (Prof. C. Williams)

In attendance Mrs. A. Williams.

Being the first meeting of the academic year introductions were made around the table and the Chair expressed appreciation to the Students' Union Representatives for their support.

SECTION A

SS/10-11/49 Minutes The Minutes of the meeting held on **27th April 2010** were taken as read, approved.

SS/10-11/50 Matters Arising from the Minutes Matters arising from the Minutes were discussed and are recorded below, (see Minute **SS/10-11/51**).

SS/10-11/51 Postgraduate Advisory Service The Treasurer's Representative, confirmed that an annual allocation of funding of €75,000 has been approved from 2010/11 (and until the end of 2012) for this service which is based in the Senior Tutor's Office (STO). The Senior Tutor reported that cost last year was €100,000 leaving a shortfall of €25,000, which will be covered by the Senior Tutor's Office as a once off for the year 2010. This same shortfall is expected to occur this year and has been reported to the Vice Provost but College's intentions are still unknown due to the serious financial situation. A review last year of the Service suggested if adequate funding was available the STO would look after the PG Student Death Protocol and PG Financial Assistance which is at present done by Graduate Studies Office. GSU President stressed the importance of the PG Advisory Service to Graduate Students. The SU Welfare Officer agreed saying the SU don't have the expertise to assist Post Graduate Students. The Programme has the support of the Dean of Graduate Studies.

SS/10-11/52 Day Nursery Fees A memorandum regarding proposed fee increases which was circulated by the Day Nursery Manager to the SSC setting out a number of options to reduce the expected €22,000 deficit in the Day Nursery Accounts for 2010/11 was discussed. These matters were formerly considered by the now ceased Day Nursery Committee.

The Committee noted that due to Government Health & Safety regulations on the required staff/child ratio, 90% of costs in the

Day Nursery relate to staff pay. Some further reductions in non-pay costs were being explored further by the Day Nursery Manager to reduce expenditure. It was outlined in the memorandum to the Committee that the cost of providing childcare services in external organisations was significantly higher than the current Nursery charges and that there has not been a fee increase in the Nursery in two years. The Senior Tutor clarified that the Student Assistance Fund does provide for some categories of students towards crèche costs, also Co-Op Benefaction A/C may be an option.

After further discussion the Committee agreed to recommend to Board that fees for both staff and student parents should increase by 9% which would lead to a breakeven budget in the Day Nursery in 2010/11 and which would also maintain the ratio of student nursery fees at 66% of staff nursery fees as recommended by the Day Nursery Working Group report (May 2003). It is agreed that this fee increase will commence on 1st January 2011 until the end of the following financial year 30th September 2012 with the Committee to review this in October 2011 when considering the 2012/13 fee increase proposal. It was agreed that this recommendation should go to the next Board Meeting on 10th November 2010 for approval.

SS/10-11/53 Proposed Capitation Funding Strategy A letter from the VP was circulated seeking the opinion of the Committee on how a proposal prepared by the Capitated Bodies, entitled "Proposal for a New Funding Strategy," balances with other aspects of the student experience. The proposal highlighted that, in order to plan strategically the Capitated Bodies request that a three year strategic budget rather than an annual allocation is required to provide certainty in relation to funding. This however should not be at the expense of other student services. The Chair will seek clarification of the proposed usage of the additional funds required of €100,000 per annum for three years and will discuss with Senior Dean and Dr. Cyril Smyth. SU Welfare Officer informed that smaller clubs especially, were struggling, due to reduction of outside sponsorship. This is an important part of College life and the 'Trinity Experience' for students. This item will be discussed further at next SSC meeting.

SS/10-11/54 Savings Dr. McGrath reported that a further 5% savings has been sought this year from all Service and Admin areas in College on top of 5.5% savings sought last year. The proposed savings identified in these areas are to be considered by the Planning Group shortly.

SS/10-11/55 Dean of Students' Report Dr. McGrath reported in the Dean of Students' absence, that three meetings had taken place since September 2010. The disproportionate usage of the Services by International students was raised, and their imminent increase in numbers which is encouraged by College to raise much needed revenue. Concern was felt with regard to the inadequate information available to these students on arrival at College. The New Student Centre, is urgently required but is subject to a student referendum, which will take place when the increase in student levy has been set.

SS/10-11/56 Any Other Business

Student Death Protocol This will be put on the Agenda for the next SSC meeting. Improvements are necessary as new issues constantly arise.

SECTION B

There were no items in this section

SECTION C

SS/10-11/57 Minutes of Student Registration Charge Consultative Group

SS/10-11/58 Terms of Reference Student Services Committee

These two items were circulated and noted.

Signed:.....

Date:.....