

Incorporating any amendments approved at subsequent Board meetings

The University of Dublin

Trinity College

Minutes of Board Meeting, 12 March 2003

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, Dr L E Doyle*, Dr S Duffy, Dr J A Fitzpatrick, Dr H Gibbons, Mr H Kearns, Dr J G Lunney, Mr I Moynihan, Dr A N M Ní Chasaide, Mrs J O'Hara, Mr W Priestley, Mr D Scammell, Dr F Shevlin, Ms E K Stokes, Dr D L Weaire**, Dr T T West.

Apologies Ms A-M Gatling, Dr C Horn, Ms M Leahy, Dr J M Mossman, Dr J C Sexton.

In attendance

(ex officio) Secretary, Treasurer, Assistant Secretary.

(by invitation) Director, Trinity Foundation (for Minute 10/211).

(present for) * Minutes 10/203-10/221; ** Minutes 10/203-10/210.

10/203 Minutes The Minutes of the meeting of 19 February 2003 were approved and signed subject to the following amendments:

8/182 SFI Centres The deletion of the second occurrence of word *the* on the first line of the third paragraph.

9/186 Nominations for Appointment (see Actum 31/A of 5 February 2003) - Appendix 1 Amend the termination date for the eighth entry to read 31.12.2003.

10/204 Matters Arising from the Minutes A number of matters arising from the Minutes were discussed and have been recorded below, (see Minutes 10/205, 10/206, 10/207, 10/208, 10/209)

10/205 Governance Procedures (see Minute 9/177 of 19 February 2003) The Secretary advised Board that a proposal will be brought to Board in due course for the establishment of a Partnership Committee.

10/206 Financial Situation (see Minute 9/180 of 19 February 2003) In response to a query, the Provost advised Board that all financial cuts proposed for this year, including the deferred printing charge in student computer rooms, would be reviewed next year.

10/207 Graduate Studies Annual Report 2001-02 (see Minute 9/185 of 19 February 2003) The Board agreed that the Graduate Studies Annual Report 2001-02 would be considered at a future Board meeting.

10/208 SFI Centres (see Minute 9/182 of 19 February 2003) The Board noted Dr Lunney's request that the Board receive briefings on proposed new research centres while they are at the planning stage so that Board members will be fully informed when decisions on associated capital developments are required in the future.

10/209 Elections to Board (see Minute 9/190 of 19 February 2003) The Board noted that a proposal on procedures for the Board elections will be presented at a future Board meeting following consultation with all Board constituencies and the Secretary.

10/210 Provost's Report

- (a) **Sports Centre** The Provost advised Board that discussions on the feasibility of the Sports Centre are reaching a very satisfactory conclusion and that planning permission for the modified design will be submitted in the near future. The Board recorded its appreciation to the Director of Buildings for his very significant achievements in this regard.
- (b) **Science Foundation Ireland** The Provost advised Board that an international panel from Science Foundation Ireland had visited the College on 10 March 2003 to assess the College's proposal to establish a Centre for Research on Adaptive Nanostructures and Nanodevices (CRANN) noting that it had been a very demanding and rigorous review.
- (c) **CAO applications** The Senior Lecturer invited Board's attention to the increase in CAO applications to Trinity for 2003, noting that the increase in total applications by fourteen percent and in first preference applications by nine percent compared favourably with the other universities.
- (d) **e-learning** The Board noted that a proposal to develop e-learning in College, building on the success of the work undertaken by the Centre for Learning Technology, had been submitted as part of CHIU's e-learning initiative.
- (e) **Financial situation** The Provost advised Board that a letter had been received from the HEA indicating the likely budget for 2003, noting that proposals for the disbursement of the funds would be considered by the Finance Committee and Board as soon as possible. The Board also noted that Deans of Faculties and Heads of administrative functions are preparing submissions to the Unit Cost Management Working Party detailing (a) the pay savings required to address the expected reduction in government funding in 2003/2004 and (b) the impact of the proposed reductions in staff numbers on College activities. The Provost also invited Board's attention to work being carried out by the CHIU Finance Officer Group to quantify the impact of the budget cuts which will provide the sector with the information necessary to develop a communications strategy on the very serious impact of the reduction in government funds.

In response to a query, the Senior Lecturer and the Treasurer advised Board that representation had been made to the HEA and to CHIU about the removal of financial support for students on the Access Programme's Foundation courses and

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about the excessive bureaucracy associated with all other financial support payments, noting that funds to alleviate financial hardship had been received very late in the academic year.

The Board noted Mr Kearns' appreciation of the role played by the Staff Secretary Designate in resolving out-standing pay awards for technical staff.

- 10/211 Trinity Foundation** The Director of Trinity Foundation, present by invitation, advised Board that Trinity Foundation was established as a registered charity under a trust deed in 1994 and is governed by a Board of Trustees, noting that its sole purpose is to support Trinity's educational, research and social mission. The Director advised Board that the Foundation is not involved in formulating College policy but that it responds to the College's strategic needs by developing fund-raising campaigns and initiatives.

The Director invited Board's attention to the Foundation's fund-raising successes since its establishment noting that it raised over €150 million in that period. The Director also invited Board's attention to the main components of the donor community noting that greater involvement of alumni in fund-raising activities is a significant part of the Foundation's strategy. The Director also advised Board that the Foundation will seek the active involvement of all members of the College community in supporting its fund-raising strategy in the future.

In response to queries from a number of Board members the Director advised Board that the Foundation Office with a staff of eight people and an annual budget of €1m, is small by international standards, noting that many of the funding initiatives currently being undertaken are long-term and will require substantial personal input from the Foundation's staff before they come to fruition.

The Board thanked the Director and her staff for their very significant contribution to the development of the College's activities.

- 10/212 Acta of the University Council** The Board confirmed Acta of the University Council from its meetings of 26 February 2003 subject to further comment covering the following: 34/C, 34/D, 35/A, 36/A, 37/C, 37/B, 38/C.

- 10/213 Disciplinary Balance (see Actum 34/C of 26 February 2003)** The Board noted that the study of disciplinary balance within the university sector was on-going and that a report from Dr D O'Hare, who had been commissioned to undertake the study, was expected within the next few months.

- 10/214 Bachelor in Acting Studies (see Actum 34/D of 26 February 2003)** The Senior Lecturer advised Board that it had been decided to resume the Bachelor in Acting Studies and that applications would be sought for the year 2003/2004.

- 10/215 Final Report of the Working Party on Teaching and Learning (see Actum 35/A of 26 February 2003)** The Senior Lecturer invited Board's attention to the implementation arrangements for the recommendations of the Working Party on Teaching and Learning. The Senior Lecturer noted in particular the arrangements for the establishment of the Centre for Academic Practice and Student Learning (CAPSL) which would have three areas of activity: (a) academic practice; (b) learning development; (c) educational applications of information technology. The Senior Lecturer advised Board that the Quality Office and the academic staff

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development function would be subsumed into CAPSL to constitute the academic practice section of the Centre, noting that the establishment of the learning development section of CAPSL would involve moving towards a new level of coordination of activities in this area and that the Centre for Learning Technology would continue to support the use of educational applications to information technology.

The Senior Lecturer also advised Board that, cognisant of the worsening financial situation, the proposals for the introduction of a wireless campus had been revised and that it was now proposed that the College should move forward in a more staged manner, noting that several areas had been identified for further consideration by the Information Policy Committee.

The Board, welcoming the report, noted that the Academic Affairs Committee would conduct an annual review on progress, together with a possible review of actions and objectives as appropriate.

10/216 Personnel and Appointments Committee (see Actum 36/A of 26 February 2003) The Board confirmed the terms of this Actum arising from the memorandum from the Acting Secretary of the Personnel and Appointments Committee to Council, dated 18 February 2003, noting that the Emergency Group on staffing had been disbanded and that the Personnel and Appointments Committee had resumed its normal role.

10/217 Nominations for Appointment (see Actum 37/B of 26 February 2003) The Board, on the recommendation of the University Council, approved the appointments as summarised in Appendix 1 to these Minutes.

Dr Greene and Ms FitzGerald withdrew.

10/218 Senior Promotions - 2002 review (see Actum 37/C of 26 February 2003) The Board noted and approved the following promotions with effect from 1 October 2002:

(a) **Associate Professorship**

Dr Vincent J Cahill (Computer Science)
 Dr David J Dickson (Modern History)
 Dr Sheila M Greene (Psychology)
 Dr T Anthony Kavanagh (Genetics)
 Dr A Mona E O'Moore (Education)
 Mr Gerard F Whyte (Law)

(b) **Faculty of Health Sciences - Part-time Staff**

Associate Professorship

Dr Mark P Lawler (Haematology)
 Mr Bernard E McCartan (Oral Surgery, Oral Medicine and Oral Pathology)
 Dr John J Nolan (Clinical Medicine)

Senior Lectureship

Ms Mary Paula Colgan (subject to funding being available from St James's Hospital)

(c) **Senior Administrative Grades**

Ms Gabrielle E Fallon (Examinations Office), Senior Administrative Grade 3
 Ms Anne FitzGerald (Secretary's Office), Senior Administrative Grade 2

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Mr Sean Gannon (Careers Advisory Service), Senior Administrative Grade 2
 Ms Elizabeth A Morgan (Treasurer's Office), Senior Administrative Grade 3
 Mr Brian Murray (Dental School) (seconded to Dublin Dental Hospital Board), Senior Administrative Grade 2
 Ms Deirdre Savage (Treasurer's Office), Senior Administrative Grade 3

Dr Greene and Ms FitzGerald rejoined the meeting.

The Provost invited the Board's attention to a proposal that there would be six promotions to Senior Lecturer and four promotions to Associate Professorship in October 2003. In discussing the Provost's proposal, Board members expressed concern at the negative impact which fewer promotions would have on staff morale. The Board noted that, while the Provost's recommendation is in excess of the promotion levels recommended by the Financial Review Group, the number of promotions proposed is the maximum permissible in the current financial climate and which would also allow two permanent positions to be created and be filled from that group of staff currently on fixed-term contracts. The Board agreed that a full review of the promotions process and the policy in relation to the employment of contract staff should be undertaken as soon as possible.

The Board approved the proposal. Mr Gibbons stated that he was unhappy with the low number of promotions being proposed and dissented.

10/219 Leave of Absence (see Actum 38/C of 26 February 2003) The Board confirmed the following applications for leave of absence.

- (a) **Electronic and Electrical Engineering** Professor Francis M Boland – academic year 2003-04;
- (b) **Medieval History** Dr M Katharine Simms – 8 September 2003 to 9 June 2004;
- (c) **Statistics** Professor John Haslett – Trinity Term 2003.

10/220 Committee Membership – Finance Committee - Under Other Business, the Board, noting that Dr Fitzpatrick is on leave of absence for Trinity Term 2003 and that his term of office on the Finance Committee is due to expire on 12 July 2003, approved the Registrar's proposal that Dr Doyle replace Dr Fitzpatrick as a member of the Finance Committee with immediate effect. The Board thanked Dr Fitzpatrick for his contribution to the work of the Finance Committee during his term of office.

10/221 Finance Committee The Board noted and approved the Minutes of the meeting of the Finance Committee held on 5 March 2003. Particular reference was made to the following:

2003/66 Oisín House In response to queries from a number of Board members the Treasurer advised Board that, in order to expedite the repayment of amounts outstanding on the purchase of Oisín House, the balances on the royalties account and funds from private sources, if they become available, would be used to reduce the capital funding deficit at the earliest possible time. The Treasurer also advised Board that there is a long-term tenant in Oisín House who has a legal right to remain in the building unless favourable buy-out terms could be negotiated.

2003/73 Non EU Student Recruitment The Board noted Mr Connolly's comments in relation to the opportunities for recruiting students from China.

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10/222 Site and Facilities Committee The Board noted the Minutes of the Site and Facilities Committee from its meeting of 3 March 2003 as circulated and approved the recommendations, noting in particular:

- 2.2 Capital Projects – Formal Openings** The Board noted Dr Duffy's recommendation that the preservation of the former Poor House in the Trinity buildings in St James's Hospital be given due publicity at the formal opening of the facilities.
- 2.4 INS Building Planning Committee** In response to a query, the Bursar advised Board that there will be sign-off on all aspects of the INS Building as soon as possible.

10/223 Sealings The Board noted:

- (a) **DMMC – Break Option Agreement** The Seal of the Provost, Fellows and Scholars of the Holy and Undivided Trinity of Queen Elizabeth near Dublin was put in duplicate to a Break Option Agreement between the College and Neville in respect of the DMMC transaction. [11/2/03]
- (b) **DMMC – Lease from Neville** The Seal of the College was put in duplicate to a lease (9 years and 11 months) between the Provost, Fellows and Scholars of the Holy and Undivided Trinity of Queen Elizabeth near Dublin. [26/2/03]
- (c) **Eneclann Ltd – Preference Share Subscription Agreement** The Seal of the College was put to a preference share subscription agreement between Eneclann Ltd and Enterprise Ireland. [28/2/03]

10/224 Higher Degrees The Board noted Higher Degrees, approved by the sub-committee of Board and Council on 25 February 2003.

10/225 Nomination for Appointment The Board approved nomination for appointment, as circulated (see Appendix 2 to these Minutes).

10/226 Representation

- (a) **Adelaide and Meath Hospital, Dublin Incorporating the National Children's Hospital – Selection Committee for Post of Consultant Cardiologist and Post of Consultant Cardiologist and General Physician** The Board noted the nomination of Professor Ian Graham as the TCD representative on the selection committee for these posts;
- (b) **Central Council of the Federated Dublin Voluntary Hospitals** The Board noted the nomination of Professor D B Shanley, Dean of Health Sciences, to this Council.

10/227 Calendar Changes

- (a) **Dublin University Women's Club** The Board noted that the Dublin University's Women's Club (Calendar V16) wishes to change its title and statutes to 'Trinity Contact' and thereby allow men to become members;
- (b) **Prizes and Other Awards** The Board noted circulated memoranda from the Treasurer:

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- (i) John Purser Shortt Prize, dated 5 March 2003;
- (ii) Minchin Prize, dated 4 March 2003;
- (iii) Anne O’Cathasaigh Prize, dated 5 March 2003.

Agenda items C.6 (a), (b) and (c) were withdrawn and referred to the Academic Affairs Committee.

10/228 Nominating Committee – Assistant Librarian – Information Services (one-year contract)

The Board approved the following membership:

Librarian
Dr J McDonagh
Ms E McGlade

Signed:

Date:

Appendix 1 to Minute 10/217

Nominations for Council – 26 February 2003

Department	Post	Name and Qualifications	Start date	Termination date (if contract)
Biochemistry	Research Fellow	JEFFERIES, Caroline, BA (NUI), PhD (NUI)	01.08.2003	31.07.2008
Biochemistry	Research Fellow	WIETEK, Claudia, PhD (Swiss Federal Inst. Tech.)	01.08.2003	31.07.2008
Botany	Lecturer (Temporary)	DONNELLY, Alison, BA (Dubl.), PhD (Dubl.)	01.03.2003	31.05.2003
Centre for Gender & Women's Studies	Research Associate	CEDERMAN, Kaye, PhD (Cant.)	01.02.2003	31.01.2004
Chemistry	Research Fellow	BLAIS, Celine PhD (Dubl.)	01.02.2003	31.01.2005
Chemistry	Research Fellow	MITCHELL, Siobhain, BSc, PhD (NUI)	01.02.2003	31.01.2004
Clinical Medicine	Lecturer (Part-Time)	McKIERNAN, Susan, MB, BCh (Dubl.), MRCP (UK)	01.02.2003	Honorary
Clinical Medicine	Lecturer (Part-Time)	NORRIS, Suzanne, MB, BCh, BAO (NUI), MRCPI, PhD (NUI)	01.12.2002	Honorary
Clinical Microbiology	Lecturer (Part-Time)	CROWLEY, Brendan Denis James, BSc (NUI), MSc (NUI), MD (NUI), DTM (RCSI), MRCPATH	01.04.2003	Honorary
Clinical Microbiology	Lecturer (Part-Time)	HERRA, Celine Maria, MSc (Ulster), PhD (Dubl.)	01.04.2003	Honorary
Clinical Microbiology	Lecturer (Part-Time)	ROSSNEY, Angela Sarah, Dipl. (DIT), BA (NUI), PhD (Dubl.)	01.04.2003	Honorary
Community Health & General Practice	Lecturer (Addiction Studies)	SMYTH, Bobby, MB, BCh, BAO (NUI), MRCPsych	01.02.2003	31.12.2005
Computer Science	Research Fellow	TSYMBAL, Oleksiy, MSc (Ukraine), PhD (Tyväskyla)	27.01.2003	30.09.2006
Computer Science	Visiting Professor	WOODCOCK, James Paul, BSc (Liv.), MSc (Liv.), PhD (Liv.), MA (Oxon.), FRSA	01.01.2003	31.12.2003
Electronic & Electrical Engineering	Research Fellow	MERKEL, Katarzyna, MSc (Katowice) PhD (Katowice)	01.03.2003	29.02.2004
Genetics	Research Fellow	DIVINEY, Sinéad Majella, BSc (Glas.), PhD (Glas.)	01.03.2003	28.02.2005
Geography	Research Fellow	LEIRA, Manel, PhD (Spain), MSc (Spain), BSc (Spain)	07.04.2003	06.10.2005
IIS	Research Fellow	CROWLEY, Ethel, PhD (NUI), MA (NUI), BA (NUI)	01.10.2002	30.09.2004
IIS	Visiting Professor	KONINGS, Jozef, PhD (Lond.), MSc (LSE), BSc (Antwerp)	01.04.2003	31.07.2003

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IIS	Research Fellow	McGALE, Marina, BSc (McGill), BCompSc (Carleton)	01.10.2002	31.12.2002
IIS	Research Fellow	RIZOV, Marian, PhD (Belgium), MSc (Belgium), MSc (Lond.), MSc (E.Lond.)	01.10.2002	30.09.2003
Modern History	Research Fellow	BROWN, Michael, BA (Dubl.), PhD (Dubl.)	01.06.2003	31.05.2006
Obstetrics & Gynaecology	Clinical Tutor	SINGH, Shobha, MBBS (Lucknow, India), MS (Allahabad, India), DOWH (RCPI), MRCOG (Lond.)	01.01.2003	31.12.2003
Pharmacology & Therapeutics	Research Fellow	SPOWART-MANNING, Laura, BSc (Sund.), PhD (Brist.)	03.03.2003	02.03.2005

Appendix 2 to Minute 10/225

Nomination for Board – 12 March 2003

Department	Post	Name and Qualifications	Start date	Termination date (if contract)
Buildings Office	Maintenance Manager	RYAN, Grainne, British Inst. of Facilities Mgmt. (Parts 1 & 2); Cert. Information Technology (FAS); Dip. Valuation Surveying & Estate Mgmt.	25.02.03	n/a