

Incorporating any amendments approved at subsequent Board meetings

The University of Dublin

Trinity College

Minutes of Board Meeting, 28 February 2007

Present Provost *******(Dr J Hegarty), Vice-Provost (Dr R M J Byrne), *******Registrar (Dr D J Dickson), Bursar (Dr D C Williams), Senior Lecturer (Dr C Kearney), Dr N J Biggar, Dr A Butterfield, Ms M A Coffey, Mr H Kearns, Mr R Kearns, *******Dr J M Kelly, *******Ms D Keogh, Ms M Leahy, Dr M A Lynch, Dr E Mac Cárthaigh, ******Dr K J McGinley, Dr D P O'Donovan, *****Dr E J O'Halpin, *******Ms R Pe Palileo, Dr J A N Parnell, ******Dr A J Piesse, Mr B Sweeney, ********Dr J K Vij.

Apologies Dr W J Blau, Ms G Clarke, Dr A C Donnelly, Mr D Quinn.

In attendance Deputy Treasurer (for BD/06-07/168).

(ex officio) Secretary, Treasurer, Assistant Secretary.

(by invitation)

(present for)

- *** BD/06-07/160-167
- **** BD/06-07/160-169 (part)
- ***** BD/06-07/160-172 (part)
- ****** BD/06-07/160-172

BD/06-07/160 Board Membership The Secretary advised Board that Professor Blau had tendered his resignation from the Board and that, in accordance with Regulations 29 and 30 governing the 2005 elections to Board, he would be replaced by Professor J F Donegan*. The Board extended its thanks to Professor Blau for his contribution to the Board while a member.

[* Professor Donegan will serve for the remainder of Professor Blau's term of office.]

BD/06-07/161 Minutes The minutes of the meeting held on 31 January 2007 were approved and signed subject to the following amendment:

BD/06-07/136 Provost's Report (ii) Bachelor in Acting Studies Insert the following phrase after the word 'process' on the first line of page 5 'as outlined in the governance documents approved by Board as part of restructuring'.

BD/06-07/162 Matters Arising from the Minutes A number of matters arising from the minutes were discussed and have been recorded below, (see minutes BD/06-07/163, 164, 165, 166, 167).

BD/06-07/163 Provost's Report (see minute BD/06-07/136 of 31 January 2007)

- (i) **HEA Funding Model** The Provost invited Board's attention to a number of key risks to the College arising from the implementation of the HEA's funding model. That Board noted that the model uses undergraduate student numbers as a basis for allocating the HEA's annual recurrent grant and that this is in conflict with the College's policy of limiting the number of undergraduate students, a measure which had been introduced in order to ensure continued high quality education for students.

The Provost stated that there are difficulties in achieving comparability of student numbers across the sector, noting that there are differences in the categories of students included in the model compared to the HEA's Unit Cost Model. He advised Board that the Bursar, the Senior Lecturer, the Academic Secretary and the Treasurer are reviewing the College's provision of student numbers to the HEA, and their classification within the model, to try and ensure that decisions will be made based on comparable data across the sector.

The Provost advised Board that the model does not include any quality measures in deriving funding levels for individual institutions. The Board also noted that the implementation of the HEA model might have an impact on the College's four-year undergraduate degrees.

The Board noted that the Provost and a number of College Officers will be meeting with the HEA in the near future and that the sector as a whole is also engaging with the HEA on this matter.

In the course of a discussion on the issues raised, Board members expressed grave concern at the possible negative impact on the College resulting from the implementation of the model. The Provost advised Board that it would be kept informed of progress on an on-going basis.

- (ii) **Bachelor in Acting Studies** In the course of a long discussion on the procedures which should be adopted when decisions are being taken to discontinue undergraduate courses, many Board members expressed concern that there may be a conflict between the Statutes and the delegated authority given to Schools under the new governance arrangements. Board members stressed the role which Council should have in making such decisions. In response to queries, the Secretary outlined the legal relationship between the Universities Act 1997, the Private Act of 2000 and the Statutes.

The Senior Lecturer advised Board that, following the discussion at the last Board meeting, and taking account of the views expressed by Council, consideration had been given to the role of Council in the discontinuation of undergraduate programmes. He invited Board's attention to procedures which would be proposed to Council for approval at its next meeting. The Board noted that, taking into consideration the devolution of authority and decision-making to Schools, it was proposed that Schools, when seeking approval to discontinue an undergraduate programme, would be asked to present to Council a rationale for the cessation of the programme and provide assurance that the School Executive and Committee of all Schools involved had considered and approved the proposal for the discontinuation of the programme in question. The Senior Lecturer stated that Council would be asked to recognise the discontinuation of the Bachelor in Acting Studies degree at its meeting on 7 March 2007. The Board noting that due process, as outlined in the governance documents approved by Board as part of the restructuring process,

had been followed in relation to the discontinuation of the Bachelor in Acting Studies expressed satisfaction with the Senior Lecturer's proposals to Council.

- BD/06-07/164 Academic Divisions (Clusters) (see minute BD/06-07/134 of 31 January 2007)** The Secretary invited Board's attention to the membership of the Restructuring Advisory Group as outlined in the Senior Lecturer's memorandum which will be considered under item A.6 of the agenda.
- BD/06-07/165 Code of Conduct for use of College email system (see minute BD/06-07/135 of 31 January 2007)** The Secretary advised Board that as the Senior Dean's investigation into a possible breach of the College's Code of Conduct in relation to the use of email by a named staff member had raised a number of personal and professional issues for him, Board approval was sought for the appointment of a pro-Senior Dean for this particular purpose, should the need arise in the future. Board approved the proposal noting that it would be advised of any such appointment at the earliest opportunity.
- BD/06-07/166 School of Medicine Strategic Plan (see minute BD/06-07/138 of 31 January 2007)** The Secretary invited Board's attention to minute FC/06-07/40 of the Finance Committee meeting held on 7 February 2007 (Item B.2 of the agenda) outlining the conditions for the repayment of the School of Medicine loan as approved by the Finance Committee. In response to concerns expressed by a Board member about references to certain therapies in the School's Strategic Plan, the Vice-Provost stated that the standard feedback session on the Plan had been arranged with the School at which such matters could be addressed.
- BD/06-07/167 Disciplinary Committee (see minute BD/06-07/143 of 31 January 2007)** On the recommendation of the Registrar, the Board approved the appointment of Mr Simon Hall as member of the Disciplinary Committee to replace Ms Keogh who had resigned.
- BD/06-07/168 Estimates of Income and Expenditure 2007** The Treasurer, introducing the topic, invited Board's attention to a memorandum dated 21 February 2007 which had been circulated containing:
- (a) HEA correspondence (Recurrent Grant Allocation letters dated 24 January 2007 and 31 January 2007 and accompanying tables);
 - (b) basis of preparation of 2007 Estimates of Income and Expenditure approved by Executive Officers on 23 January 2007 (memorandum from Deputy Treasurer and Financial Resources Manager dated 16 January 2007);
 - (c) 2007 Estimates of Income and Expenditure Account with explanatory notes;
 - (d) 2008 High Level Estimates of Income and Expenditure including research;
 - (e) draft letter for 2005/2006 from the Provost on behalf of the College to the HEA under the Framework for Borrowing and Loan Guarantees;
 - (f) 2007 Estimates of Income and Expenditure set out in the HEA format;
 - (g) minute of meeting of Executive Officers held on 9 February 2007.

The Board also noted minute FN/06-07/55 from the Finance Committee meeting held on 20 February 2007 which had been circulated. The Treasurer advised Board that she had responded to a number of detailed queries from Board members in advance of the meeting.

The Treasurer invited Board's attention to the letter dated 31 January 2007 which had been received from the HEA advising that the 2007 grant will be allocated in two

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phases. Phase 1 will allocate an immediate 3% increase to each institution over the 2006 outturn and the remaining 2% increase will be withheld for subsequent allocation under Phase 2. Funds will be allocated in Phase 2 based on the application of the second phase of the HEA's Recurrent Grant Allocation Model, audited student numbers and the application of the moderating mechanism whereby any institution will have no more than a 2% change in the level of funding in any one year compared to the previous year. The possible cumulative loss of income to the College arising from the implementation of the HEA model over a number of years was noted.

In reviewing the proposed Estimates for 2007, the Board noted that they show a deficit of almost €7m in addition to existing deficits. The Treasurer advised Board that the Finance Committee had reviewed the Estimates in detail on behalf of Board. The Board, noting that the Finance Committee had recommended that the Estimates be adopted, also noted the following issues which the Committee had recommended should be brought to Board's attention:

- (i) the deficit of €7m which has arisen as a result of FTWA costs, of which €5m remain unfunded, along with a further €2m in the HEA grant being withheld pending the outcome of student number audits currently being undertaken, noting that this will inform the final grant allocation for 2007 and will not be known for some time;
- (ii) uncertainties and instabilities arising in relation to the allocation of funding on a year-by-year basis rather than creating a strategic approach to funding third and fourth level activities through the introduction of multi-annual budgeting;
- (iii) the principles underlying the HEA Funding Model and their possible negative impact on the College and the sector;
- (iv) the risk that, in the context of cost increases of between 6% and 7%, the College may get no further grant in the current year and that the increase in baseline grant will have been restricted to 3% while the grant increase available for the sector will have been 5%;
- (v) the lack of investment in equipment, backlog maintenance, health and safety capital related issues and new management information systems.

The Board also noted that the Committee had requested that Heads of School be reminded that the level of unspent balances/reserves requires careful management in the coming year and that the Contingency Fund included in the Estimates should be used for strategic investment in once-off initiatives and for unforeseen expenditure. The Board also noted the recommendations from the Committee that any buoyancy arising from a review of the estimates later in the year, in the context of the deficit outlined, might make some once-off contribution towards the long-standing capital deficit and that any supplementary grant should be used to assist restructuring and re-profiling of the existing cost base.

The Treasurer advised Board that requests for additional resources in various areas had been submitted to Executive Officers as part of the Estimates and that Executive Officers had deferred consideration of the submissions until the completion of the Estimates process.

In the course of a long discussion, the following points were raised by Board members:

- (a) the HEA should be made aware of concerns in relation to the fiduciary duty of individual Board members being required to approve Estimates with a planned deficit of almost €7m which will result in an accumulated deficit at the end of September 2006. It was noted that, if this situation is allowed to continue through inadequate government funds to fulfil the College's core mission, the Board may have to face difficult decisions in the future in order to manage the College's finances;

- (b) the lack of funds for maintaining the College's buildings and for equipment and IT systems is a cause of grave concern and it was noted that the cumulative effect becomes more serious as time progresses;
- (c) the current approach to funding the university sector from an annual block-grant adjusted for inflation runs counter to the Government's stated national strategic objectives for the knowledge economy.

In response to queries, the Treasurer advised Board that all institutions in the sector have difficulties in funding the liabilities under the Fixed Term Workers Act, although the magnitudes may vary. The Secretary advised Board that he hoped to be in a position to brief Board at its next meeting on the outcome of the HEA's Working Group on pensions which also considered issues in relation to the Fixed Term Workers Act. In response to concerns that there is a lack of awareness and public engagement about the financial situation in the sector, the Provost advised Board that he and other College Officers and the IUA are engaged in on-going discussions with key decision-makers in relation to the demands being placed on the College and the inadequate levels of government funding being made available to meet its liabilities and legal obligations.

The Treasurer clarified a number of technical issues in response to queries from Board members. She advised Board that the IUA Registrars' Group is addressing concerns about the possible impact on the sector from the inclusion of the Institutes of Technology within the funding remit of the HEA.

The Board noted and where appropriate approved:

- (i) the 2007 Estimates of Income and Expenditure;
- (ii) the high level outturn for 2008;
- (iii) the content of the draft letter to the HEA from the Provost under the Framework for Borrowing and Loan Guarantees for 2005/2006.

The Board also agreed that its concerns in relation to the College's very serious financial situation should be emphasised in the letter which the Provost will send to the HEA, in accordance with Section 37 (5) of the Universities Act, advising of the planned deficit for 2007.

BD/06-07/169 Restructuring The Senior Lecturer invited Board's attention to a memorandum dated 20 February 2007 which had been circulated. The Board noted the membership of the Restructuring Advisory Group, the establishment and membership structure of which it had approved at the previous meeting (minute BD/06-07/134 refers):

Senior Lecturer	Chair
Professor Eunan O'Halpin	Board
Ms Mary Leahy	Board
Dr Donal O'Donovan	Board
Dr Michael Lyons	Council
Dr Veronica Campbell	Council
Professor Michael Marsh	Heads' Committee
Professor John Fitzpatrick	Heads' Committee
Professor Terence Brown	Deans' Committee
Mr David Quinn	President, Students' Union
Ms Ruth Palileo	President, Graduate Students' Union
Acting Academic Secretary	Secretary to the Group

The Senior Lecturer advised Board that the College had received Strategic Innovation Fund money to support academic and administrative restructuring and that a Strategic Change Management Team (SCMT) was being established to oversee the

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implementation of change in the context of restructuring. He invited Board's attention to the SCMT's terms of reference, noting that its membership comprises the Provost, the Senior Lecturer, the Bursar, the Secretary to the College, the Treasurer and the Academic Secretary. He advised Board that, under the terms of reference, the Senior Lecturer and the Academic Secretary will be responsible for leading developments and preparing proposals on academic restructuring, including faculty governance and administration and that the Bursar and the Secretary to the College will be responsible for leading developments and preparing proposals on the reorganisation of administrative and support areas.

The Board noted that consultants had been appointed to review the experiences of other universities with regard to the alignment of academic and administrative functions following restructuring exercises, and the associated costs incurred by these institutions.

The Senior Lecturer invited Board's attention to two draft documents – 'Budgeting Arrangements for New Faculties' and 'Role and Responsibility of the Faculty Dean' - which had been circulated for discussion, noting that the Board had not been asked to make decisions in relation to the proposals at that meeting. He stated that, following the full consultation exercise, final versions would be presented to Board for approval.

Following a brief presentation of the main proposals in each of the two papers by the Senior Lecturer, the following points were made by Board members:

- (a) the relationship between the proposed Strategic and Financial Planning Committee and the current Finance Committee will need to be clarified;
- (b) it may not be possible for Faculty Deans to be responsible for all financial matters and the actual level of devolution of financial responsibility will have to be examined carefully in this regard;
- (c) the possibility of the College incurring unnecessarily high legal costs arising from devolved administrative activities such as disciplinary matters will have to be avoided in the new arrangements;
- (d) the proposals, as presented, make no mention of Faculty Committees and the role of Faculty members;
- (e) the roles of Board, Council and Statutory issues had not been considered in the proposals;
- (f) the option for either election or selection of Heads of School as proposed is not consistent with the proposals from the previous Task Force when there was a clear preference for election to such positions;
- (g) the proposal that Faculty Deans will have responsibility for the budgets of Research Institutes and Centres housed in their Faculties will not be feasible for Research Institutes whose activities span a number of Faculties;
- (h) there is potential for fracturing within Faculties by the establishment of both Dean and Vice-Dean positions.

In response to a query, the Bursar clarified a number of issues in relation to ARAM data.

The Senior Lecturer thanked Board members for their constructive comments.

BD/06-07/170 **Acta of the University Council** The Board confirmed Acta of the University Council from its meeting held on 14 February 2007 subject to further comments covering CL/06-07/090, CL/06-07/094, CL/06-07/095, CL/06-07/97, CL/06-07/98, CL/06-07/099.

BD/06-07/171 **MA (*jure officii*)** Under Other Business the Board approved the nomination of Mr John Gillis (Library) for proposal to the Senate at its next Business Meeting for the award of the degree of Master in Art (*jure officii*).

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BD/06-07/172 Retention and Academic Promotion (see Actum CL/06-07/094 of 14 February 2007) The Vice-Provost invited Board's attention to a memorandum, dated 9 February 2007 which had been circulated. She advised Board that College's ability to retain excellent academic staff was now threatened due to an environment of increased head-hunting and aggressive recruitment by other institutions nationally and internationally and that promotion is a key element in the retention of excellent staff.

The Provost withdrew from the meeting and the Vice-Provost assumed the Chair.

The Vice-Provost invited Board's attention to the new academic promotions procedures which had been introduced in 2004, noting in particular the removal of quotas from all academic promotions commencing in the academic year 2006-07. She invited Board to consider the proposal that in exceptional circumstances the Provost may convene the Senior Promotions Committee or the Personal Chairs Sub-Committee of the Senior Promotions Committee at any time throughout the year to consider a candidate, rather than wait until the annual review, as would be the case currently. She outlined the following proposed procedures that should be employed in considering candidates for promotion to Associate Professor or Personal Chair outside the annual process, noting that the criteria and procedures used to assess applications as part of the annual process would apply.

1. The Provost will decide (with the advice of senior academics in the candidate's area, e.g. the Head of School, Dean of Faculty, or Chair in the discipline) whether a *prima facie* case exists to warrant convening a meeting of the Senior Promotions Committee in the case of a candidate for Associate Professor, or the Personal Chairs Sub-Committee of the Senior Promotions Committee in the case of a candidate for a Personal Chair.
2. If a *prima facie* case exists, the Provost will convene a special meeting of the Senior Promotions Committee in the case of a candidate for Associate Professor, or the Personal Chairs Sub-Committee of the Senior Promotions Committee in the case of a candidate for Personal Chairs, to consider the candidate's application and academic references.
3. In the case of a candidate for a Personal Chair, the candidate will be invited to meet with the Provost and the Personal Chairs Sub-Committee. Given the need for timely decision-making in such circumstances, the meeting may proceed provided 50% of the members of the Personal Chairs Sub-Committee attend. The Personal Chairs Sub-Committee will then make a recommendation about the nomination of the candidate for a Personal Chair to the Council and Board.

In discussing the proposals, concerns were expressed by some Board members that there was a risk that the proposed procedures would result in a two-tier system for staff promotion in College which could, in time, prove to be divisive. Other Board members expressed strong support for the proposal noting that it recognised the difficulties in retaining staff in the current competitive environment.

The Board noted Professor Vij's opposition to the proposals because they were not in keeping with the Board-approved recommendations of the Academic Promotions Working Party which had engaged in a wide consultative process in developing its proposals. He also stated his belief that implementation of these proposals would polarise the academic community and that there was no transparent way of verifying the reasons as to why a person might seek promotion outside the annual review.

In response to Professor Vij's proposal that the Provost could give a guarantee to specific candidates that they would be promoted under the annual review rather than engage in the new procedure, the Vice-Provost advised Board that the Provost would not have the power to make any such guarantees. Regardless of whether the annual procedures, or the proposed exceptional procedure would be used, decisions about

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promotions would be made by the Senior Promotions Committee according to strict criteria, thus ensuring equity and consistency in the process.

Following a short discussion, the Board approved the proposals as presented, and endorsed Council's recommendation that the process be reviewed after three years. Professor Vij dissented.

BD/06-07/173 Nominations for Appointment (see Actum CL/06-07/095 of 14 February 2007) The Board on the nomination of the University Council, approved the appointments as summarised in Appendix 1 and 2 to these Minutes.

BD/06-07/174 Faculty of Social and Human Sciences – Pro-Dean Under Other Business the Board approved the nomination of Professor Philip Lane as Pro-Dean of the Faculty of Social and Human Sciences, with immediate effect, to replace Dr Patrick Paul Walsh.

BD/06-07/175 Annual Officer – Registrar Under Other Business the Board noted that Professor Dickson had indicated his intention to resign as Registrar due to extensive academic commitments and that Dr Jürgen Barkhoff's nomination to replace him as and from 5 April 2007 would be formally proposed for approval at the next Board meeting.

BD/06-07/176 Student Administration System (see Actum CL/06-07/090 of 14uary 2007) The Senior Lecturer advised Board that a paper from the SAS Steering Committee on the current status of the Student Administration System would be presented to the next meeting of the Information Policy Committee.

BD/06-07/177 College's Conservation and Development Under Other Business, in response to a query, the Bursar agreed that Executive Officers would present a paper to Board on current practice and opportunities for conservation and green policies with a view to moving towards carbon reduction on campus.

SECTION B

BD/06-07/178 Audit Committee The Board noted, and where appropriate, approved proposals in the draft minutes of the Audit Committee from its meeting of 12 February 2007.

BD/06-07/179 Finance Committee The Board noted, and where appropriate, approved proposals in the draft minutes of the Finance Committee from its meetings of 7 February 2007 subject to the consideration of **FN/06-07/41 Catering Restructuring** which, in response to a request from Ms Leahy that there should be a substantive discussion of the issues raised, was deferred until the next Board meeting.

The Board noting **FN/06-07/49 Travel and Subsistence Rates for Ireland and Abroad**, noted the document outlining the travel and subsistence rates for Ireland and Abroad which had been circulated.

The Board noted, and where appropriate, approved proposals in the draft minutes of the Finance Committee from its meetings of 20 February 2007 with particular reference to **FN/06-07/55 Recurrent Income and Expenditure Estimates – 2007** (see minute BED/06-07/168 above).

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BD/06-07/180 Information Policy Committee (see Actum CL/06-07/097 of 14 February 2007) The Board noted, and where appropriate, approved proposals in the draft minutes of the Information Policy Committee from its meeting of 14 December 2006.

BD/06-07/181 Personnel and Appointments Committee (see Actum CL/06-07/098 of 14 February 2007) The Board noted, and where appropriate, approved proposals in the draft minutes of the Personnel and Appointments Committee from its meeting of 22 January 2007.

SECTION C

BD/06-07/182 Higher Degrees The Board noted Higher Degrees, approved by the sub-committee of Board and Council on 30 January 2007.

BD/06-07/183 Proctors' Lists for Spring Commencements The Board noted that the Proctors' Lists were approved by the sub-committee of Board and Council on 13 February 2007.

BD/06-07/184 Minutes – Nominations for Appointment The Board noted and approved the following amendments:

- (i) **Minutes of 25 October 2006, Minute BD/06-07/030, Appendix 3 (p. 23)** Delete reference to Mr A J Brooks (Geography) - resubmitted to Council on 14 February 2007 (see Actum CL/06-07/095, Appendix 1, p.11);
- (ii) **Minutes of 22 November 2006, Minute BD/06-07/069, Appendix 1 (p.11)** Delete reference to Dr E Collins (Chemistry) – resubmitted to Council on 14 February 2007 as Temporary Lecturer (see Actum CL/06-07/095, Appendix 1, p.11), also delete reference to Ms S A Corr (Chemistry).

BD/06-07/185 Prizes and Other Awards Entrance Exhibitions The Board noted and approved the recommendation of the Senior Lecturer that the following should be awarded Entrance Exhibitions, following an up-grade of results:

Marie Oonagh Flynn (06031323)
Juliet Ann Roberta Turner (92585167)
Helena Marie Devenney (05626790)

BD/06-07/186 Bequests and Benefactions

- (i) **Estate of Air Vice Marshal David McKinley and Brenda McKinley** The Board noted and approved a memorandum from the Treasurer, circulated dated 18 January 2007;
- (ii) **Estate of Ms Muriel Hilda Mary Tweedy (Deceased)** The Board noted and approved a memorandum from the Treasurer, circulated dated 24 January 2007.

BD/06-07/187 Staff Matters – Early Retirement - Microbiology The Board noted and approved a request for early retirement on 30 September 2007 from:

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- (i) Mr H Kearns (Chief Technologist), Mr J O'Connell (Senior Laboratory Attendant);
- (ii) Mr P Reid (Senior Laboratory Attendant).

BD/06-07/188 TCD-UCD Accord and Collaboration Protocol The Board noted that the Provost and the President of UCD signed an Accord and Collaboration Protocol on 5 February 2007, tabled.

BD/06-07/189 Memorandum of Understanding – TCD and Khon Kaen University, Thailand (Department of Biology) The Board noted that the Registrar and the Dean of the Faculty of Science of Khon Kaen University signed a Memorandum of Understanding on 2 January 2007 to strengthen co-operation between TCD and KKU in the areas of botanical research.

BD/06-07/190 Scholarship – Request for Intermission The Board noted and approved a request from the Senior Lecturer that a Non-Foundation Scholar (02113058) should be allowed to intermit Scholarship in 2006-2007 constituting a second year of intermission, having previously intermitted in 2005-2006.

BD/06-07/191 Academic Medical Centre – Steering Group The Board noted and approved the membership of the Academic Medical Centre Steering Group, as follows:

Mr B Sweeney *Chair*

Provost (Dr J Hegarty)

Vice-Provost for Medical Affairs and Head of School of Medicine (Professor D P A Kelleher)

Dean of Health Sciences (Professor C A O'Moráin)

Secretary to the College (Mr M Gleeson)

Chairman, St James's Hospital (Dr T N Mitchell)

Chief Executive Officer, St James's Hospital (Mr I Carter)

Chairman, AMiNCH (Mr A Gillis)

Chief Executive Officer, AMiNCH (Mr M Lyons)

Acting Director, National Hospitals Office (Mr J O'Brien)

In response to queries, the Secretary clarified issues in relation to the composition of Steering Group.

BD/06-07/192 Nominations for Appointment The Board approved nominations for appointment, as circulated and set out in Appendix 3 to this Minute.

BD/06-07/193 Nominating Committees The Board noted the following memberships:

- (i) **Library (Collection Management Division) – Assistant Librarian/Cataloguer – Assistant Librarian 2 grade (permanent)**
 - Librarian
 - Deputy Librarian
 - Dr A J Piesse
 - Ms M Flood
 - Ms F Tipple (UCD)

- (ii) **Sports and Recreation – Marketing Services Administrator – Administrative Grade 3 (3-year contract)**
Director of Sport
Ms M Bennett
Ms D Jones
Ms S Bailey (UCD)
- (iii) **Staff Office – Staff Relations Officer – Administrative Grade 1 (permanent)**
Secretary to the College
Acting Staff Relations Manager (Mr F McCourt)
Ms A Higgins
Mr M Flanagan (UCD)

Signed:

Date:

The following items were deferred:

- Research Matters
- Science Gallery Fund-raising
- Statutes Review
- Finance Committee minute FN/06-07/41

Appendix 1 to Minute BD/06-07/173

Nominations for Appointment (see CL/06-07/095 of 14 February 2007)

Department	Post	Name and Qualifications	Start date	Termination date (if contract)
Biochemistry	Research Fellow	TOOMEY, Deirdre, B.A., Ph.D. (Dubl.)	16-01-2007	15-01-2008
Biochemistry & Immunology	Research Fellow	DONOGHUE, Pamela, B.Sc., Ph.D. (N.U.I.)	08-01-2007	07-01-2008
Chemistry	Research Fellow	GRACZYK, Angelika, B.Sc. (Institute of Technology, Dansk), Ph.D. (Dubl.)	08-01-2007	16-03-2007
Chemistry	Temporary Lecturer	COLLINS, Emily, B.Sc. (Lond), Ph.D. (E Anglia)	01-10-2006	30-06-2007
Chemistry	Research Fellow	WHELAN, Aine, B.A., Ph.D. (Dubl.)	16-11-2006	15-11-2007
Computer Science & Statistics	Research Fellow	DE, Prithwijit, B.Stat., M.Stat. (I.Stat.I.)	01-02-2007	01-07-2009
Computer Science & Statistics	Research Fellow (Part-time)	MORVAN, Yann, Ph.D. (Dubl.), D.E.A. in Computer Science, E.N.S. (Lyon.)	01-10-2006	30-09-2007
Education	Clinical Tutor	BABAR, Mahwash, M.B.BS. (Punjab, Pakistan), M.R.C.S.I.	01-10-2006	30-09-2009
Engineering	Research Fellow	MC NABOLA, Aonghus, B.A. (Dubl.)	01-01-2007	31-12-2007
Engineering	Research Fellow	SWEENEY, Conor, B.Eng. (N.U.I.), Ph.D. (Dubl.)	01-11-2006	28-02-2007
Engineering	Research Fellow	PITIE, Francois, Ph.D. (Dubl.)	01-01-2007	31-12-2007
Engineering	Research Fellow	PARSONAGE, Philip, M.Eng. (Oxon.)	05-02-2007	05-08-2007
Engineering	Lecturer	SZETO, Wai Yuen, B.Eng., M.Phil., Ph.D. (HKUST)	01-02-2007	Permanent
Engineering	Lecturer	PAVIA, Sara, B.Sc., Ph.D. (Zaragoza)	01-02-2007	Permanent
Genetics	Research Associate	GRACIET, Emmanuelle, Ph.D. (Paris)	01-04-2007	31-03-2009
Geography	Part-time Lecturer	BROOKS, Anthony James, B.Sc. (Dunelm.)	20-09-2006	19-09-2007
Geology	Research Associate	DEVUYST, François-Xavier, B.Sc., M.Sc., Ph.D. (U Catholique de Louvain), M.Sc. (U Libre de Bruxelles)	01-01-2007	30-12-2010
History	Research Associate	HORGAN, John, B.A., Ph.D. (N.U.I.)	01-01-2007	31-12-2008
Medical Gerontology	Clinical Director of TRIL Programme	FAN, Chie Wei, M.B., D.M.E. (Dubl.) M.R.C.P.I	01-02-2007	31-12-2007

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Medicine/ Surgery	Non-Clinical Lecturer	PIDGEON, Graham, B.Sc., Ph.D., (D.C.U.),	02-01-2007	Permanent
Pharmacy & Pharmaceutical Sciences	Research Fellow	BYRNE, Adam, B.Sc. (Dubl.)	01-02-2007	30-04-2007
Social Sciences & Philosophy	Visiting Academic	MC GUIRK, Pauline, B.A., H.Dip., Ph.D. (Dubl.)	19-03-2007	12-07-2007
Social Work & Social Policy	Research Fellow	MANNAN, Hasheem, B.Sc. (Madr.), M.Sci. (Lond.), Ph.D. (University of Kansas), Dip. in Special Education (Spastics Society, Tamilnadu)	05-03-2007	05-03-2008

Appendix 2 to Minute BD/06-07/173

**Research Fellows converted to Contracts of Indefinite Duration in compliance with
the Protection of Employees (Fixed-term Work) Act, 2003**

Department	Post	Name and Qualifications	Start date	Termination date (if contract)
Biochemistry & Immunology	Research Fellow	BRADY, Miriam, B.Sc., Ph.D. (N.U.I.)	01-01-2007	Indefinite Duration
Biochemistry & Immunology	Research Fellow	JARNICKI, Andrew, B.Sc. (Murd.), Ph.D. (W.Aust.)	01-01-2007	Indefinite Duration

Incorporating any amendments approved at subsequent Council meetings

Appendix 3 to Minute BD/06-07/192

Nominations for Appointment

Department	Post	Name and Qualifications	Start date	Termination date (if contract)
Bioengineering	Administrative Officer	BROWN, Sheena, B.A. (Dubl.), M.A. (D.C.U.), Dip. in French Studies (Nice)	01-02-2007	31-01-2008
Medicine	Administrative Officer (Curriculum Advisor)	RICE, Nora, B.Sc. (Ulster.)	12-03-2007	11-03-2010
Nursing & Midwifery	Learning Technologist	COSTELLO, Paul, M.B. (N.U.I.), M.Sc. (D.C.U.)	01-09-2007	31-08-2009
Secretary's Office	Web Designer	RISHWORTH, Shannon, Advanced Dip. in Advanced Design (Interactive Multimedia) (Torrens Valley Institute of TAFE, Australia)	15-01-2007	14-01-2008
Senior Lecturer's Area	Administrative Officer	PARASKEVAS, Dimitrios, B.Sc. (Thessaloniki), M.Sc. (Dubl.)	19-02-2007	18-02-2008