

The University of Dublin

Trinity College

Minutes of Board Meeting, 9 July 2008

- Present* Provost (Dr J Hegarty), Vice-Provost (Dr R M J Byrne), Registrar (Dr J Barkhoff), Bursar (Dr M M O'Mahony), Senior Lecturer (Dr C Kearney), Dr A Butterfield, Mr A Byrne, Ms G M Clarke, Ms U Faulkner, Mr A Frenda, Dr J M Kelly, Dr E Mac Cárthaigh, Dr K J McGinley, Mrs P E Murphy, Dr D P O'Donovan, Dr E J O'Halpin, Dr A J Piesse, Mr B Rock, Mr B Sweeney, Dr J K Vij.
- Apologies* Ms M A Coffey, Dr J F Donegan, Dr A C Donnelly, Dr J A N Parnell, Dr H J Rice, Dr S M Ryan, Mr M A Slevin.
- In attendance*
- (ex officio)* Secretary, Treasurer Acting, Assistant Secretary.
- (by invitation)* Vice-Provost for Medical Affairs and Head of the School of Medicine (for BD/07-08/364);  
Chair of the Audit Committee and Internal Auditor (for BD/07-08/365);  
Dean of Engineering, Mathematics and Sciences (for BD/07-08/369).

SECTION A

- BD/07-08/357 Minutes** The minutes of the meeting held on 21 May 2008 were approved and signed subject to the following amendments:
- BD/07-08/325 (ii) Restructuring - Strategic Planning Devolution - Appendix 2**  
The following phrase was inserted as the first point under **Section 1. Strategic Planning in the New Structures**
- (i) The Provost has responsibility for overseeing the strategic direction of the College.
- BD/07-08/358 Matters Arising from the Minutes** A number of matters arising from the minutes were discussed and have been recorded below, (see minutes BD/07-08/359, 360, 361, 362, 363).
- BD/07-08/359 Chief Operating Officer (see minute BD/07-08/322 of 18 June 2008)** The Provost, advising Board that Mr Lyons, the Chief Operating Officer (COO) had taken up his post on 30 June 2008, proposed that Mr Lyons be invited to attend Board meetings as and from the beginning of the next academic year. He stated that this was being proposed so that the COO would be directly accountable to Board for administrative and service areas in the same way as the Vice-Provost would be accountable for academic matters.

The Board noted Dr Vij's objections to the proposal and his stated opinion, citing a legal view and the fact that this matter had not been explicitly adjudicated upon in his appeal to the Visitors, that the Board could not invite Mr Lyons to be in attendance for all agenda items at all Board meetings.

The Secretary advised Board that, while Mr Lyons was precluded under legislation from being a member of Board, it was within the Board's powers, as defined in the Universities Act, to have any individual present at Board meetings by invitation.

The Board approved the Provost's proposal. Dr Vij dissented.

**BD/07-08/360 Council Composition (see minute BD-07-08/329 of 18 June 2008)** The Senior Lecturer invited Board's attention to a memorandum, dated 7 July 2008, which had been tabled, presenting the names of those who had been elected to Council in the Research and Faculty constituencies (see Appendix 1 to this Minute). At the request of the Senior Lecturer, the Board approved the election of two named candidates whose nominations had been received after the extended closing date previously agreed by Board and in whose constituencies no other nominations had been received. The Board noted that the one remaining vacancy on Council would be filled by co-option in accordance with the approved Regulations. In response to a query, the Senior Lecturer advised Board that in constituencies where only one candidate had been nominated, that person was deemed to have been elected, and no ballot had been required. The Registrar confirmed that this approach had been in accordance with the approved Regulations.

**BD/07-08/361 Finance Committee: University Pension Schemes (see minute BD/07-08/336 of 18 June 2008)** In response to a query, the Secretary advised Board that the treatment of pensions as deferred pay, and therefore part of the terms and conditions of College employees, was being taken into account in the discussions on the future management of the College's pension scheme.

**BD/07-08/362 Provost's Report** The Provost advised Board that it was likely that the College was facing into a difficult financial period. He stated that the specific implications for the sector arising from the Government's reduction in public spending were as yet unknown but would become clearer over the coming weeks. The Board noted the importance of communicating with the College community on the plans to address the expected financial difficulties and their implications. The importance of multi-annual budgeting in this period was also noted.

In response to a query, the Provost advised Board that no firm date had been set for the announcement of the next phase of PRTL1.

*The Bursar and the Registrar withdrew from the meeting.*

**BD/07-08/363 Annual Office** The Board approved the following nominations for Annual Officers for 2008-2009 as proposed at its meeting on 18 June 2008 (minute BD/07-08/324 refers):

|                                     |                                      |
|-------------------------------------|--------------------------------------|
| Vice-Provost/Chief Academic Officer | Professor P Prendergast              |
| Bursar                              | Professor M O'Mahony                 |
| Registrar                           | Professor J Barkhoff                 |
| Senior Lecturer                     | Dr A Douglas                         |
| Senior Proctor                      | Professor W Coffey                   |
| Junior Proctor                      | Dr J R Graham                        |
| Senior Dean                         | Professor M Jones                    |
| Junior Dean                         | Dr E Stokes                          |
| Senior Tutor                        | Dr M O'Regan (elected by the Tutors) |
| Dean of Research                    | Dr D Lloyd                           |
| Dean of Graduate Studies            | Professor C O'Sullivan               |
| Dean of Students                    | Professor G Whyte                    |
| Public Orator                       | Professor A Chahoud                  |
| Community Liaison Officer           | Professor C Brady                    |

*The Bursar and the Registrar rejoined the meeting.*

**BD/07-08/364 Trinity Academic Medical Centre** The Provost, introducing the item, advised Board that since the Memorandum of Understanding between the College and the two participating hospitals (St. James's Hospital and the Adelaide and Meath Hospital,

*Incorporating any amendments approved at subsequent Board meetings*

Dublin Incorporating the National Children's Hospital) had been signed in December 2007, the Steering Group, under the chairmanship of Mr B Sweeney, and the Interim Executive, chaired by Mr D Went, had been progressing the establishment of the proposed Trinity Academic Medical Centre (TAMC).

The Vice-Provost for Medical Affairs/Head of the School of Medicine, present by invitation, advised Board that the initial elements of a formal structure were in place with the operation of the Steering Committee and the Interim Executive. He stated that the key priorities for the TAMC over the next year would be the identification of an appropriate governance structure and the development of a common service plan. The Board noted that the Interim Executive is also working on a range of other issues, including research and human resources, which had been prioritized with identified deadlines for completion.

The Vice-Provost for Medical Affairs advised Board that, in addition to receiving a positive response from Consultants in the two Hospitals, the initiative had received the support of the Chief Executive Officer of the Health Service Executive, noting that it was expected that the College and the Hospitals would be invited to incorporate elements of community care into the TAMC model. He also advised Board that the development of proposals for the National Cancer Strategy would be the first area for which a joint service plan would be required, noting that this plan would have to be in place within the next year.

In conclusion, the Vice-Provost for Medical Affairs stated that, as well as identifying an appropriate governance structure and developing a common service plan, communicating with staff in the three participating institutions and in the relevant government agencies would be a priority over the coming year. He stated that it was hoped to complete the development of the TAMC framework before the end of this calendar year, noting that interim governance arrangements would probably be required in the first instance.

Mr Sweeney, Chair of the Steering Group, advised Board that considerable momentum had developed in recent months and that good progress was being made in implementing the initiative.

In response to queries from Board members, the Vice-Provost for Medical Affairs advised that:

- (i) there is a detailed work-plan in place and the Boards of the three institutions would be presented with the proposed governance model for the TAMC in due course;
- (ii) the deadlines for the implementation of the National Cancer Strategy were driving the introduction of the joint cancer service plan which will also provide a model for the development of joint service plans in other areas;
- (iii) the Staff Secretary will be convening a meeting of the College's Partnership Committee to discuss the proposals.

The Provost thanked the Vice-Provost for Medical Affairs and all those involved in bringing the TAMC to its current stage of development and the Board agreed that it would receive a further progress report in due course.

**BD/07-08/365 Audit Committee Mid-Term Review** The Provost welcomed Mr Forsyth, Chair of the Audit Committee, and the Internal Auditor to the meeting. Mr Forsyth invited Board's attention to a memorandum, dated 10 June 2008, which had been circulated. He stated that the purpose of the Mid-Term Report was to assist the Board in reviewing, at this interim stage, key issues which the Committee had identified in its two previous annual reports and to provide an independent assessment of the progress which had been made in addressing them prior to issuing the next annual report. He invited Board's attention to the following areas:

*Incorporating any amendments approved at subsequent Board meetings*

1. ***Risk Management in College:*** The Board, noting the Audit Committee's view that the College does not yet have an effective system of risk management in place, noted the Committee's advice on the benefits of comparisons with other universities and on the need to identify the owners and timescales for the management of each individual high-level risk.

The Provost advised Board that, while risk is managed implicitly on an on-going basis in the College, there is a need for a formal approach to assist in monitoring the implementation of the College's Strategic Plan. He noted that risk management, together with the introduction of Key Performance Indicators, will provide the tools to manage the future development of the College.

In response to queries from Board members, Mr Forsyth advised Board that:

- (a) the Audit Committee had recommended that risk assessment becomes embedded in the College's management structures in each academic and administrative area;
- (b) risk management is fundamental to every organisation and while the evolution of risk management in College is moving in the right direction, it is not happening as quickly as the Committee would like.

In the course of a discussion, it was stated by a Board member that it would be preferable for the College to take a realistic approach to the management of risk, taking account of the qualitative as well as the quantitative aspects of the College's plans.

2. ***ARAM:*** Mr Forsyth advised Board that, in the Audit Committee's opinion, ARAM has contributed very positively to raising financial awareness and influencing thinking across all academic areas. However, the protracted implementation and ongoing debate on changes to the model were noted as causes for concern. He invited Board's particular attention to the Committee's recommendations on the need, within a strict timescale, to compile projected outturns of ARAM data and to undertake a risk assessment of the impact of the full implementation of ARAM. The Board also noted the Committee's recommendation that, in refining ARAM, the associated reporting mechanisms should address the full impact of costs and savings and not just those in a single year. Mr Forsyth invited the Board's attention to the Committee's concerns about the relationship between the College's ARAM and the HEA's RGAM models. The Board also noted the need, as stated by the Audit Committee, for adequate information systems to support the full implementation of ARAM.

The Bursar advised Board that the ARAM Task Force was considering the proposed adjustments to ARAM and that external expertise had been engaged to translate ARAM into a budget model so as to ensure that only one financial model would be in place in the future. The Board also noted that provision for future funding trends, particularly in relation to the State grant, would be a necessary part of the model. The Bursar stated that it was intended to bring proposals, and their associated risks, to Board by the end of Michaelmas Term 2008.

In response to queries from Board members, Mr Forsyth advised that the introduction of a model such as ARAM is, inevitably, a slow process. The Board noted that the Audit Committee was optimistic that the new structures would result in significant progress being made in the full implementation of ARAM.

A number of Board members invited attention to the previous decision whereby the Board had agreed to implement the Parnell version of the ARAM model. The Bursar advised Board that all options for the future definition of ARAM, including the Parnell model, were being considered by the ARAM Task

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Force and would be the basis of the proposals which would be considered by Board next term.

3. **Decision Making:** Mr Forsyth, noting that much progress had been made in implementing the recommendations of the Report of the 2004 Governance Working Group, invited the Board's attention to the need to define the role of Officers so as to avoid an overlap of functions. He also stated that the structure of Principal Committees should be considered in the context of the College's management structure so as to ensure maximum effectiveness. The Board also noted the recommendation that the Governance Working Group's Report be considered in parallel with the current proposals for the reform of the College's committee structures.

The Board noted that as previously agreed, (minute BD/07-08/325 of 18 June 2008 refers), the Vice-Provost/Chief Academic Officer would convene a group at the beginning of the next academic year to complete the reorganisation of the College's committee structures.

In response to queries from Board members, Mr Forsyth advised Board that while decision-making has been slow in certain respects, the Audit Committee had acknowledged that progress had been made in many areas and that the Board, Officers and staff were operating in an environment of considerable change which limited the capacity for speedy decision-making.

4. **Student Administration System:** The Board noted the Committee's recommendations in relation to the operation of a new student administration system, noting in particular the risks associated with any such project carried out jointly with other institutions. The Board also noted the Committee's concerns about the ability of the existing IT systems to continue to function pending the development of a new system.

The Provost advised Board that the Chief Operating Officer had been asked to take responsibility for e-strategy and that he would be reporting to Board in due course.

In the course of a discussion, the role of the Audit Committee as an advisor to Board was clarified, noting that it is not within the Committee's remit to become engaged in the management of the College. The Board agreed that the Committee's advice warranted serious consideration in all respects and that the availability of independent, professional advice was a very useful and important resource for the Board.

The need for the Board to monitor the implementation of Board decisions on an on-going basis was also noted and it was agreed that the tracking system currently in use by Executive Officers would be used as a basis for periodic reporting to Board.

The Board thanked the Chairman and the Audit Committee and the Internal Auditor for their very useful report.

**BD/07-08/366 Strategic Financial Issues** The Treasurer (Acting), by way of presentation, a copy of which was tabled, invited Board's attention to the following strategic financial issues which will have to be addressed over the coming year:

**Financial position in 2009 and beyond** The Board noted that, as the outlook for State funding is poor, the College will have to maximise and diversify alternative sources of income, as well as maximising efficiencies and reducing the cost base in a strategic manner.

**Pensions:** The Board noted that significant progress had been made in addressing the liabilities of the Funded Pension Schemes. The Treasurer (Acting) advised Board that

*Incorporating any amendments approved at subsequent Board meetings*

the College had, to date, adopted a very prudent approach in providing for future liabilities associated with the Fixed Term Workers Act, which had limited the College's ability to invest strategically in other activities.

**Strategic Issues:** The Treasurer (Acting) addressed the following issues which had been raised by the former Treasurer at a previous Board meeting (minute BD/07-08/145 of 23 January 2008 refers) and the actions which the College has taken to address them:

- (a) inadequacy of the State grant and the implications of HEA's RGAM for the College;
- (b) management of escalating growth in research activity and the adequacy of overhead contributions;
- (c) the levels of undergraduate student numbers;
- (d) balancing the costs of the College's core activities with the sustainability of new initiatives;
- (e) the long-term viability of the College's four-year undergraduate degree programme;
- (f) redistribution of resources across the various activities in a fair and equitable way within the context of sectoral trends;
- (g) treatment of the College's special factors (for example the Legal Deposit Library, historical campus and city centre location) within the HEA's RGAM;
- (h) the College's rating in a quantitative analysis of the sector;
- (i) opportunities for sectoral cooperation.

The Board noting that on-going discussion with the HEA is fundamental to the resolution of a number of key financial concerns, also noted that a range of activities including the development of a Full Economic Costing model for the College's activities, the full implementation of ARAM, the introduction of staffing plans, the development of Key Performance Indicators as well as the financial strategy agreed by Board in June 2007 (minute BD/06-07/328 of 20 June 2007 refers) will address many of the strategic issues identified by the former Treasurer. The Treasurer (Acting) invited Board's attention to a number of areas, including those on undergraduate and postgraduate student capacity, fee levels and the four-year degree, which will contribute to the development of future financial strategies.

In the course of a discussion on the issues raised by the Treasurer (Acting), Board members expressed serious concern on the dependence of the HEA's RGAM on undergraduate student numbers without any measures of the quality of institutions' activities. In response to queries from Board members, the Provost stated that the State allocation will have to be supplemented by external funds to compensate for the reduced funding being made available to the College under RGAM. Board members also expressed concern at the likely impact on undergraduate education by the introduction of a three-year degree.

In response to a query, the Treasurer (Acting) advised Board that, excluding the provisions being made for pension liabilities, on current projections and certain assumptions, it is expected that the College will have a significant current deficit by 2010.

The Board thanked the Treasurer (Acting) for his presentation and agreed that these issues would be the subject of further discussion in due course.

**BD/07-08/367 Outcome of Board Elections** The Secretary advised Board that the Board Elections 2008 had been conducted in accordance with the approved Regulations and he invited Board's attention to the tabled results as follows:

- (i) **Fellows and Fellow Professors Constituency:**

| <u>Name</u>           | <u>Category</u> |
|-----------------------|-----------------|
| Professor D Singleton | Fellow          |

*Incorporating any amendments approved at subsequent Board meetings*

|                       |                  |
|-----------------------|------------------|
| Professor S Allwright | Fellow           |
| Professor E O'Halpin  | Fellow Professor |
| Professor J McGilp    | Fellow Professor |

(ii) **Academic Staff (Non-Fellow) Constituency**

| <u>Name</u>         | <u>Category</u>     |
|---------------------|---------------------|
| Mr L Dowling        | Lecturer            |
| Professor D O'Neill | Associate Professor |
| Dr K Walshe         | Research Fellow     |

(iii) **Technical, Administrative and Support Staff Constituency**

| <u>Name</u>     | <u>Category</u>  |
|-----------------|--|
| Ms P Murphy     | Weekly Paid  |
| Dr K J McGinley | Library Assistant, Senior Executive,<br>Executive, Secretarial |

The Board noted that the term of office of those elected would be from 8 September 2008 to the last day of the summer vacation 2012.

**BD/07-08/368 Proposed Strategic Alliance with Milltown Institute** The Registrar invited the Board's attention to a memorandum, dated 30 June 2008, which had been circulated. He advised Board that since the Board had approved in principle to form a strategic alliance with the Milltown Institute (minute BD/07-08/082 of 21 November 2007 refers) negotiations, in which he and the Secretary were acting on behalf of the College, had been proceeding in several working groups and at different levels on issues such as academic programmes, governance, finances, the relationship with the HEA, buildings and library. He noted that the relevant College staff, including the Dean of the Faculty, the Head of the School of Religions and Theology, the Director of the Irish School of Ecumenics, the Treasurer, the Librarian and the Director of Buildings and been involved in these discussions as required.

The Board noted that the aim of the New Institute would be to provide education and facilitate research in Catholic theology and related areas in a way which is ecumenical, in dialogue with other Christian and other faith traditions and in accordance with the general principles of academic freedom. It was noted that name of this new entity would reflect the ethos, mission and focus of the New Institute.

The Registrar invited Board's attention to the draft Heads of Agreement, addressing governance, academic strategy, staff, students, space/buildings, Jesuit Library, HEA funding, New Institute Trust, finance and media and public relations. He stated that subject to any comment from the Board it was intended that this document would form the basis for detailed negotiations with Milltown Institute. The Board noted that it is likely that transitional arrangements would be necessary until the New Institute would become fully operational.

In the course of a discussion, Board members expressed concern that the College should not be exposed to any financial risks from the proposed strategic alliance and requested that all necessary safeguards be put in place in advance of any final agreement. The Registrar clarified the role of the New Institute Trust in providing funding for the initiative. The Board also stressed that the academic standards of the College be maintained in the recruitment of staff.

In response to queries from Board members the Registrar advised that:

- (i) all current employment contracts with the Milltown Institute would be regularised in advance of the proposed new arrangements becoming operational;
- (ii) all academic appointments would be made in an open and transparent manner;

*Incorporating any amendments approved at subsequent Board meetings*

- (iii) the New Institute's students in receipt of degrees from the University of Dublin would have the rights and privileges, as well as the obligations, of other Trinity students;
- (iv) no decision had been made on the integration of the proposed New Institute with any Faculty or School in the College;
- (v) it is not expected that the stated ethos of the New Institute would conflict in any way with the academic freedom associated with university life in Trinity; he cited examples where a particular ethos prevails in other university environments in the absence of discrimination on any equality criterion.

The Board agreed that any further comments on the proposed Heads of Agreement would be sent directly to the Registrar and that discussions should proceed with the Milltown Institute in accordance with the draft document and that it would receive a further report in due course.

**BD/07-08/369 Up-date on e-strategy** Professor Williams, present by invitation, invited Board's attention to a document which had been tabled. He advised Board that in June 2006 the Board had approved the recommendations of the Support Services Task Force 1 in relation to e-strategy (minute BD/05-06/352 of 26 June 2006 refers). Following an unsuccessful application to SIF-1 for funding for a full College-level e-strategy, an application for a Student Information System was submitted under SIF-2 which, if successful, would supplement the €5 million previously allocated by the College to e-strategy. In parallel with the application to SIF-2, the College had launched its e-strategy project to ensure strong governance and management of Information Systems projects.

Professor Williams outlined the steps which the e-strategy Steering Group had taken to date, including establishing the Group's relationship with the Information Policy Committee and Board. The Board noted the following proposed membership of the Steering Group, noting that other members may be added as required:

- Chief Operating Officer (Chair)
- Vice-Provost/Chief Academic Officer (or Academic Secretary)
- Three Faculty Deans
- Director of IS Services
- MIS Manager
- One Board member
- Chair of Information Policy Committee
- Staff Secretary (or IR Manager)
- E-strategy Project Manager (secretary) when appointed

The Board noted that there will be further development of the e-strategy governance in the light of recent Board and Audit Committee discussions. Professor Williams stated that, apart from the appointment of an external Chair of the Steering Committee, the best practice recommendations proposed by the Audit Committee had been adopted for this project.

Professor Williams concluded by advising that the Board would receive regular reports from the Steering Group and that the Information Policy Committee would approve systems proposals on its behalf.

The Board approved the proposals as presented and thanked Professor Williams for continuing to lead the e-strategy project following the completion of his term of office as Bursar.

**BD/07-08/370 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 Commencements

*Incorporating any amendments approved at subsequent Board meetings*



ceremonies during 2008-2009 or as soon as possible thereafter. It was noted that by approving those nominated, the gender imbalance identified previously would be addressed.

**BD/07-08/371 Emergency Response Plan** The Secretary advised Board that, further to the Board's decision at its meeting on 27 February 2008 (minute BD/07-08/193 refers) to develop an Emergency Response Plan for the College, a meeting of the relevant staff in College had taken place to progress the issue. While it was acknowledged that much was already in place in College to handle unexpected emergencies and that the Director of Buildings area had performed well in handling the physical and infrastructural aspects of emergencies in the past, it had been agreed that a fully comprehensive plan involving all relevant areas of College - academic, IT, support services and accommodation, as well as the Communications Office and Senior Management - was required.

The Board noted that as a first step in developing the College-wide response, a workshop, facilitated by external experts, had been held on 25 June 2008 which had been attended by 27 people across the full range of College administrative and support activities. The Secretary advised Board that the matter had been discussed with the Chief Operating Officer who had undertaken to give priority to the preparation of the plan over the coming months.

**BD/07-08/372 Draft Acta of the University Council** The Board confirmed draft Acta of the University Council from its meetings held on:

- (i) 24 June 2008;
- (ii) 25 June 2008 (Personal Chairs);
- (iii) 25 June 2008;
- (iv) 3 July 2008;

subject to further comments covering CL/07-08/201, CL/07-08/202, CL/07-08/212, CL/07-08/223, CL/07-08/224, CL/07-08/225, CL/07-08/227, CL/07-08/228. (Items from Section D in the Acta are set out in Section D of these minutes.)

**BD/07-08/373 Annual Governance Statement to HEA** The Board approved the draft Annual Governance Statement to the HEA, dated 1 July 2008, which had been circulated and authorised the Provost to sign it on its behalf.

## SECTION B

**BD/07-08/374 Equality Committee** The Board noted, and where appropriate, approved proposals in the draft minutes of the Equality Committee from its meeting of 11 June 2008.

The Board also approved the:

- (i) Dignity and Respect Policy, noting that the implementation of aspects of the policy will require negotiation with the College's trade unions, associations and students' unions. In response to a query, the Vice-Provost advised Board that the Partnership Committee had agreed to establish a sub-group to address the implementation of the Policy.
- (ii) Code of Practice Applying to the Employment of People with Disabilities.

**BD/07-08/375 Finance Committee** The Board noted, and where appropriate, approved proposals in the draft minutes of the Finance Committee from its meeting of 27 June 2008 with particular reference to:

*Incorporating any amendments approved at subsequent Board meetings*

**FN/07-08/75 Science Gallery** In response to a query, the Treasurer (Acting) advised Board that the Science Gallery will incur a recurrent deficit this year which will be effectively managed by scaling back activities in line with income. He also advised Board that repayments had been received from the Science Gallery for the original capital loan of €5 million and that in all €750,000 remained to be reimbursed. The Board noted that Trinity Foundation has given a priority to fund-raising for the Science Gallery and that the Gallery has been successful in securing funds from a number of sources, including the Wellcome Trust.

**BD/07-08/376 Information Policy Committee (see Actum CL/07-08/212 of 24 June 2008)** The Board noted, and where appropriate, approved proposals in the draft minutes of the Information Policy Committee from its meeting of 27 May 2008.

### SECTION C

**BD/07-08/377 Higher Degrees** The Board noted Higher Degrees, approved by the sub-committee of Board and Council on 18 and 26 June 2008, as circulated.

**BD/07-08/378 Interim Committee Arrangements** The Board noted a memorandum from the Registrar, circulated dated 30 June 2008 and approved the following changes to the membership of principal committees in advance of the annual review of membership:

- (i) **Finance Committee** replace the Senior Lecturer with the Vice-Provost/Chief Academic Officer; replace the Secretary to the College with the Chief Operating Officer;
- (ii) **Research Committee** replace the Senior Lecturer with the Vice-Provost/Chief Academic Officer;
- (iii) **Site and Facilities Committee** replace the Secretary to the College with the Chief Operating Officer;
- (iv) **Audit Committee** appoint the Internal Auditor as Secretary to the Committee; Acting Secretary (in attendance).

**BD/07-08/379 Calendar Changes** In response to a request from Mr Byrne that student representatives be consulted about the proposed Calendar changes in relation to the organisation of events in College, the Board agreed that the President of the Students' Union should initiate discussions with the Junior Dean with a view to reaching an agreement on the proposed changes which could then be approved under Vacation Procedures.

**BD/07-08/380 Board Minutes of Minute BD/05-06/278 (b) of 15 May 2008 - Correction** The Board noted and approved the correction of the record under Non-Foundation Scholarship (Law) to read, 'Aoife Teresa Beirne; Brenda Carron; Oisín Pádraig Tobin'.

**BD/07-08/381 Proctors' Lists for First Summer Commencements** The Board noted that the Proctors' Lists were approved by the sub-committee of Board and Council on 17 June 2008.

**BD/07-08/382 Students' Union - 2008-2009** The Board noted the following elections:

|  |                |
|--|----------------|
| President:                               | Mr C Reilly*   |
| Deputy President/Communications Officer: | Mr S Conboy    |
| Education Officer:                       | Mr H Sullivan* |
| Welfare Officer:                         | Ms O Foley*    |

*Incorporating any amendments approved at subsequent Board meetings*

Entertainments Officer:  
\*members of Board, 2008-2009.

Mr N Longworth

**BD/07-08/383 Chaplaincy - Methodist Church in Ireland** The Board noted and approved the nomination of the Rev J Hamilton to serve as Methodist/Presbyterian Chaplain for one year from 1 July 2008.

**BD/07-08/384 Representation - Marino Institute of Education** The Board noted that the Governing Body of Marino Institute of Education will remain in place for one year until June 2009 and to approve the nomination of Dr D F McAleese as the College’s representative.

**BD/07-08/385 Vacation Procedures** The Board noted that matters requiring approval will be dealt with under vacation procedures, 13 July - 7 September 2008.

**SECTION D**

**In compliance with the Data Protection Acts this information is restricted.**

The Provost thanked the out-going Board members whose terms of office had come to an end and in particular he wished the student members well in their future careers. He also thanked the out-going Annual Officers, the Vice-Provost and the Senior Lecturer, and acknowledged their very significant contribution to the achievement of the College’s strategic objectives while in office.

As this was the last Board meeting being attended by the Secretary prior to taking up his new post of Director of Strategic Initiatives, the Provost paid a special tribute to his immense service to the College during his eighteen years as Secretary, acknowledging in particular how his professionalism and integrity had served the College to such good effect during that time. The Secretary thanked the Provost and the Board for their support during his time in office and stated that he was looking forward to his new role in which he hoped to contribute to the next phase of the College’s development. He concluded by thanking the staff in the Secretary’s Office for their work and support during his time as Secretary.

Signed: .....

Date: .....

## Appendix 1 to Minute BD/07-08/360

## Council Elections - Research and Faculty Constituencies

| <b>Research</b>      |                     |   |
|----------------------|---------------------|---|
| <i>Name</i>          | <i>Constituency</i> | <i>Period of Office</i>   |
| Dr Katherine Johnson | Research            | 8 <sup>th</sup> September 2008 - last day of summer vacation 2010 |

| <b>Faculty of Arts, Humanities and Social Sciences</b> |                                       |   |
|--|---------------------------------------|---|
| <i>Name</i>  | <i>Constituency</i>                   | <i>Period of Office</i>   |
| Dr Christine Morris                                    | Senior Constituency                   | 8 <sup>th</sup> September 2008 - last day of summer vacation 2009 |
| Dr James Wickham                                       | Senior Constituency<br>Head of School | 8 <sup>th</sup> September - last day of summer vacation 2009      |
| Dr Caoimhin MacMaolain                                 | Junior Constituency                   | 8 <sup>th</sup> September 2008 - last day of summer vacation 2009 |
| Dr Claire Laudet                                       | Junior Constituency                   | 8 <sup>th</sup> September 2008- last day of summer vacation 2009  |

| <b>Faculty of Engineering, Mathematics and Science</b> |                                       |   |
|--|---------------------------------------|---|
| <i>Name</i>  | <i>Constituency</i>                   | <i>Period of Office</i>   |
| Dr Michael Lyons                                       | Senior Constituency                   | 8 <sup>th</sup> September 2008 - last day of summer vacation 2010 |
| Professor John Fitzpatrick                             | Senior Constituency<br>Head of School | 8 <sup>th</sup> September - last day of summer vacation 2010      |
| Dr Vincent Kelly                                       | Junior Constituency                   | 8 <sup>th</sup> September 2008 - last day of summer vacation 2010 |
| Dr Declan O'Sullivan                                   | Junior Constituency                   | 8 <sup>th</sup> September 2008 - last day of summer vacation 2010 |

| <b>Faculty of Health Sciences</b> |                                       |   |
|-----------------------------------|---------------------------------------|---|
| <i>Name</i>                       | <i>Constituency</i>                   | <i>Period of Office</i>   |
| Professor Mary McCarron           | Senior Constituency                   | 8 <sup>th</sup> September 2008 - last day of summer vacation 2011 |
| Professor Marek Radomski          | Senior Constituency<br>Head of School | 8 <sup>th</sup> September - last day of summer vacation 2011      |
| Dr Damien Brennan                 | Junior Constituency                   | 8 <sup>th</sup> September 2008 - last day of summer vacation 2011 |
| No second candidate nominated     | Junior Constituency                   | 8 <sup>th</sup> September 2008 - last day of summer vacation 2011 |