

Incorporating any amendments approved at subsequent Board meetings

The University of Dublin

Trinity College

Minutes of Board Meeting, 7 November 2012

<i>Present</i>	Provost (Dr P J Prendergast), Vice-Provost/Chief Academic Officer (Professor L Hogan), Senior Lecturer/Dean of Undergraduate Studies (Professor P Geoghegan), Registrar (Professor S P A Allwright), Bursar (Professor G J Lacey), Professor S D C Barrett, Professor M Bouroche, Dr O Braiden, Mr F Cowzer, Professor W J Dowling, Professor E Drew, Mr R Dunne, Mr D Ferrick, Mr D Frost, Mr J Gallagher, Professor H Gibbons, Professor R Gilligan, Mr M J McAndrew, Professor J F McGilp, Professor N Marples, Ms N Murray, Ms A S Ní Chonaire, Professor C O'Farrelly, Professor D O'Neill, Professor M Ó Siochrú, Professor H J Rice.
<i>Apologies</i>	Ms J Byrne.
<i>In attendance</i>	Ms S Mac Bride.
<i>(ex officio)</i>	Secretary to the College, Treasurer.
<i>(by invitation)</i>	Chief Operating Officer, Vice-Provost for Global Relations. Librarian, Mr R Adams (for BD/12-13/075)

Members of Board expressed their sorrow on the death of Professor Trevor West on 30 October 2012. Professor West, a Fellow of the College and Professor of Mathematics, had been a member of Board at various times in his career. The Board extended their sympathies to Professor West's family and colleagues.

SECTION A

BD/12-13/064 Statutory Declaration

The Bursar, attending his first Board meeting, made the statutory declaration as required under the 2010 Consolidated Statutes.

BD/12-13/065 Declaration of Interest

The Provost requested Board members to declare any potential conflict of interest they may have in relation to any issues on the Board agenda.

The College Secretary and Ms Mac Bride declared a conflict of interest in agenda item A.7 (iii) and agreed to withdraw for the duration of that item.

The Treasurer declared a conflict of interest in agenda item A.7 (ii) and agreed to withdraw for the duration of the item.

Professor McGilp declared a conflict of Interest under agenda item A10 and agreed to withdraw for the duration should Acta CL/12-13/028 be discussed.

BD/12-13/066 Minutes

The minutes of the meeting held on 10 October 2012 were approved and signed subject to the following amendments:

BD/12-13/040 Public Accounts Committee

The second sentence in the second paragraph was amended to read " The President of the Students' Union advised Board that the Students' Unions across the sector do not support the amendment proposed and will support their respective universities in opposing it following confirmation of the Students' Union's Executive and Council."

BD/12-13/043(ii) HEA Landscape Document

The last sentence of the minute was amended to read "The Registrar advised Board that the Church of Ireland College of Education had withdrawn from negotiations with the College and had decided upon another collaborative partner despite the College exploring with the Church of Ireland College of Education many options to facilitate the proposed collaboration."

BD/12-13/046 (i) Information Systems Services Quality Review

In the second paragraph (a) and (b) were amended to read as follows:

"(a) students should be on the group developing the IT Strategy;

(b) students should not be expected to make a financial contribution to the provision of an ISS helpdesk facility".

The second sentence in the third paragraph was amended to read "The Board noted that student and staff representation will form part of the high level working group which will be established to develop the IT Strategy on behalf of the College, noting that expert external advice will be procured when necessary."

The phrase "open source access" would replace "open sources software" throughout the minute.

BD/11-13/054 Audit Committee

The phrase "Professor McGilp, Chair of the Audit Committee" was replaced with "Professor McGilp, Board Representative on the Audit Committee" in the second and fourth paragraph of the minute.

BD/12-13/067 Matters Arising from the Minutes

A number of matters arising from the minutes were discussed and have been recorded below, (see minutes BD/11-12/068, 069, 070, below).

BD/12-13/068 Statutes - Chapter on the Board s.10 and Chapter on Council, s.8 (see minute BD/12-13/059 of 10 October 2012)

The Secretary advised Board that the statutory changes had received the Assent of the Fellows and the Ordinance had been signed by the Visitor and the Chancellor. The

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Board noted that 155 assents out of a possible 249 had been received.

BD/12-13/069 C&AG Special Report (see minute BD/12-13/039 of 10 October 2012)

Noting that the College had received confirmation that one of the St James' Hospital staff, would be relieved of his hospital duties for one day a week in order to attend to his College duties, a query was raised on the appropriateness of describing that individual as an Adjunct Professor. Noting that the role is an academic one in this case, the Vice-Provost/Chief Academic Officer advised Board that the Head of School and Faculty Dean approve these appointments and that the remuneration for Adjunct positions is determined on a case by case basis. The Board agreed that the Vice-Provost/Chief Academic Officer would examine the work and remuneration of Adjunct staff across the College and will report to Board in due course.

BD/12-13/070 Public Accounts Committee (see minute BD/12-13/040 of 10 October 2012)

The President of the Students' Union advised Board that the Students' Unions' Executive had approved a proposal to oppose the Universities Act Amendment Bill and support their respective universities in opposing it.

BD/12-13/071 Provost's Report

The Board noted an update from the Provost on the following items:

- (i) **National Children's Hospital**

The Board noted that the National Children's Hospital will be built on the site of St. James' Hospital, which is one of the College's teaching hospitals, noting in particular the opportunity that this will provide for collaboration in teaching and research.
- (ii) **HEA Landscape Document**

The Board noted that following discussions with the HEA that the College, UCD, NCAD and Marino College of Further Education have formed a taskforce to prepare proposals to establish a Centre for Teacher Education. The Board further noted that the taskforce had been asked to respond by mid December 2012.

The Provost advised Board that the College has also been engaging with the HEA in the area of Creative Arts and Media, highlighting the quality of service the College delivers in the area and the College's recent decision to establish the Royal Irish Academy of Music as an associated College.
- (iii) **Universities Amendment Bill 2012**

The Provost advised Board that he had recently met with the Fellows and had outlined the extent to which the Universities Amendment Bill could affect the College and its ability to operate autonomously. Noting that the IUA had already met with the Minister for Education & Skills and his officials, the Provost further advised that he was due to meet with the Minister in the next week and that he would keep the Board advised of how discussions progress. It is intended to focus on the issues of funding and governance during the discussion with the Minister. The Board also noted the receipt of a letter from the Department of Education & Skills directing the College to cease the payment of allowances for tutors and those with leadership and management roles with effect from June 2013.

During the course of a discussion Board members expressed views including that there is an inconsistency in the Government whereby they are in support of the College's efforts to increase direct income e.g. Global Relations Strategy and at the same time attempting to restrict the College in pursuing such strategies in the future through the introduction of the Universities Amendment Bill. The Provost advised Board that the College is attempting to resolve all outstanding issues regarding the recent Labour Court recommendation which may aid discussions with the Minister. The Board also noted the need to ensure that the Minister understands the importance of autonomy to a University emphasising that it is not just a financial matter.

The Provost advised Board that he is examining future options for tutoring and leadership roles of responsibility.

(iv) **Singapore and China**

The Provost advised Board that the first students have registered for Trinity degree courses in Physiotherapy and Occupational Therapy in Singapore Institute of Technology. The Board noted he had recently signed the Agreement while in Singapore and he thanked the School staff involved. The Board also noted the Provost's plans to visit India in order to promote the College over the coming weeks.

BD/12-13/072 Strategic Plan 2009-2014: Mid-Term Review 2012

The Vice-Provost/Chief Academic Officer invited Board's attention to a memorandum, dated 31 October 2012 together with the Risk Assessment and Costing for Mid-Term Review of the Strategic Plan, which had been circulated. She advised Board that the Strategic Plan has been used as a baseline in order to update the Board on the progress made to date and the instances where targets have been met and the cases where they have not been met. She further advised Board of the significant change in the economic climate since the Strategic Plan had been introduced in 2009 and that pragmatic decisions were now necessary in order to refocus the plan on income generation, strategic investment and cost reduction in order to meet the economic challenges now facing the College. The Board noted that a level of financial flexibility had allowed the College to maintain high standards of quality in education to date and that the Mid-term Review is intended to allow the College to sustain this level of quality.

The Vice-Provost/Chief Academic Officer invited Board's attention to the narrative section of the Review, the table and the update provided on each action, noting the plans presented for the next 2 years. She advised Board that the Review had been discussed in several fora in order to ensure that the tone and emphasis were correct and that the Review represented what the College wants to achieve. The Board noted the Risk Assessment and associated costing of each action as presented noting the cases where additional costs have been incurred and cases where actions have been achieved at no cost.

During the course of a discussion the following issues were raised by Board members including that:

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- (i) the College should be upfront regarding the plans that are no longer achievable given the change in the economic climate e.g. the establishment of a virtual learning environment;
- (ii) highlighting how the College is coping with the current economic challenges is highlighting that the College can operate within the constraints placed upon it by the government;
- (iii) the College should take the opportunity to highlight its desire for autonomy in terms of academic research;
- (iv) the College should consider the intended audience of the Review as this will influence the tone of the document;
- (v) the external examiner system highlights the level of quality of education provided by the College and in order to maintain this level other plans may have to be forfeited;
- (vi) the College should always focus on the quality of the education it provides rather than increasing the number of students it provides education to as to do otherwise will negatively impact on the staff/student ratio as well as damage the reputation of the College;
- (vii) the increase in the staff/student should be highlighted as being critical in the Risk Assessment document;
- (viii) the aspiration for increased flexibility in Human Resource management should be reviewed in light of recent directions from the government;
- (ix) the importance of safeguarding of the Library as an important College resource should be highlighted in the Review;
- (x) more focus should be placed on providing adequate resources to Trinity Research & Innovation in order to better assist Academic Staff in applying for research funding;
- (xi) costings in the Review should be stress tested to ensure the College's aims are achievable.

In response to the issues raised the Vice-Provost/Chief Academic Officer advised Board that the Review sets out clearly the instances where plans have not yet been achieved, noting that these instances could be further explained in the narrative of the document. She further advised that a strong University sector has to be based on academic excellence, financial sustainability and public accountability and the Review attempts to capture these principles and highlight that the College provides a level of education which is internationally recognized. The Board noted that the Review is intended to reach an external audience as well as an internal one and that more emphasis will be placed on the importance of attracting excellent students to the College. The Vice-Provost/Chief Academic Officer advised that the need for greater flexibility within Human Resource management will be addressed through the START process and that since the introduction of the Strategic Plan in 2009 the Staff/Student ratio had not increased significantly. The Board noted that plans are being put in place in order to prioritise the funding needs of the Library and that the need for building capacity to diversify the College's research funding base is recognized. The Treasurer advised Board that financial commitments included in the Review have been ring fenced and that financial plans will be reviewed on an on-going basis to ensure the commitments are sustainable.

The Board noted the memorandum from the Vice-Provost/Chief Academic Officer, the Risk Assessment and Costing for the Mid-Term Review of the Strategic Plan and agreed that the comments raised by Board members would be incorporated into the Review before the document is presented to Council and Board for approval.

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BD/12-13/073 Recommendations of the Scholarship Review Working Party

The Senior Lecturer invited Board's attention to a memorandum, dated 30 October 2012, which had been circulated. He advised Board of the long tradition and status of Scholarship in the College, going back to the founding of the University in 1592, and noted that 104 students had been awarded Scholarship last year. He reminded Board that the regulations surrounding Scholarship had been reviewed previously by the Board in 1985 and again in 2008, it is hoped that the current recommendations will build on this work.

The Senior Lecturer advised Board of the composition and terms of reference of the Scholarship Review Working Party, noting in particular that there were two representatives from the Students' Union and two representatives elected from the Scholars. The Board noted that the review was never intended to decrease the number of Scholars but rather to ensure that the College could stand over the standards of the Scholarship examination. The Board also noted that a common perception among Scholars was that the success of students in the Scholarship was not the only criteria for awarding Scholarship. This perception was compounded by the practice of some departments of informing students whether they had been successful or not prior to the official announcement on Trinity Monday. The Senior Lecturer advised that this practice has now ceased, that students have been advised that their success is purely dependant on the Scholarship exam results and that a recommendation has now been presented to make all marking anonymous.

The Board noted that it is proposed to limit the examination to Senior Freshman except in circumstances (such as bereavement, serious illness), where candidates may apply to the Senior Lecturer through their tutor to be allowed sit the examination in their Junior Sophister year. The Senior Lecturer advised Board that there had been no academic objection to this proposal but that many of the Scholars had been concerned and so the matter was put to the vote of the Scholars. Out of a total of 198 the vote was evenly split 99 for and 99 against the recommendation. The Board noted that it is further recommended that to be awarded Scholarship candidates must have an average mark of 70% or higher, and in addition the grade profile of the candidate should indicate a majority of first class marks. The Board also noted the options in relation to double marking under recommendation 7.

During the course of a discussion the Senior Lecturer clarified that although in some cases there may be an unfair advantage due to a candidate holding a prior qualification there is no impediment to Evening Degree students sitting the Scholarship examinations. Some Board members expressed views that recommendation 7 should be amended to reflect the current practice of marking examinations in the area or discipline concerned rather than imposing the requirement of double marking in areas which do not normally use it.

The Board approved the recommendations including the revised wording of Recommendation 7 as follows:

The marking of all examination scripts should follow the same processes as used for Sophister (degree) examinations in each course. This might involve second marking

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each paper, reviewing the scripts in a general way, or nothing, depending on what is appropriate for each course.

The Provost thanked the Senior Lecturer.

BD/12-13/074 Global Relations Strategy

The Vice-Provost for Global Relations invited Board's attention to a memorandum, dated 1 November 2012, which had been circulated. She advised Board that she would be reporting regularly on the key deliverables of the Global Relations Strategy and that financial reports would be presented to Board by way of the Finance Committee minutes. The Board noted that the number of students that will be recruited for the College through Study Group International has been adjusted downward and that the relationship is being monitored and managed by the Director of Internationalisation.

The Vice-Provost for Global Relations advised Board that following the launch of the Global Relations Strategy by the Tánaiste that a number of the posts had been filled within the Global Relations Office in areas such as Student Recruitment and Global Officers. The Board noted that if the appointment of Global Officers proved successful the initiative would be extended. The Board also noted that a new Client Relationship Management system will enable the Global Relations Management team to gain access to qualitative and quantitative information which will assist greatly in relationship building. The Vice-Provost for Global Relations advised Board of the success of the recruitment drive during the recent trips to Singapore and China and that negotiations are underway in Brazil on a project called "Science without Borders" which could see Irish Universities gain access to over eight hundred fully funded Brazilian PhD students. The Board also noted the success of recent recruitment drives in the U.S. and India, the Bollywood Film Ek Tha Tiger which was filmed on the College campus, plans to establish a node of the Science Gallery in Bangalore and assistance from colleagues, alumni and friends that the College has received throughout these endeavours.

The Vice-Provost for Global Relations advised Board of the importance of maintaining adequate levels of student services to support the Global Relations Strategy particularly in terms of enhancing international students' experience while in College. Praising the development of the Internship Programme, she further advised Board that it is hoped that at least one third of College's students will be able to avail of an opportunity to experience international education during the course of their degrees. The Board noted that the Global Relations Office have been compiling a list of events which will take place next year under the auspices of the national initiative "The Gathering" and that they intend to prepare a calendar of events for the College.

In response to a number of queries raised by Board members, the Vice-Provost for Global Relations clarified the following issues:

- (i) an Accommodation Taskforce will be convened to deal with the matter of providing adequate accommodation for international students. The membership of the Taskforce will include the Chief Operating Officer, the Dean of Students, the Warden of Trinity Hall, a member of the Accommodation Office and a student representative;
- (ii) the request to include the Students' Union Welfare Officer on the Accommodation Taskforce will be considered;

- (iii) a memorandum will be presented to Board in due course setting out the terms of the incentivisation model for funding the deployment of Global Officers in the Schools;
- (iv) a review of the Global Relations Strategy brochure will be undertaken in order to ensure it is aimed at an external audience;
- (v) the Global Relations Office is preparing further literature on the College aimed at donors or other interested parties.

The Provost thanked the Vice-Provost for Global Relations for her presentation to Board.

BD/12-13/075 Statutes - Digital Legal Deposit (see Actum CL/12-13/029 of 24 October 2012)

The Librarian, present by invitation, invited Board's attention to a memorandum from the Registrar, Professor O'Dell and himself dated 26 October 2012, which had been circulated. He advised Board that the College has always enjoyed the legal deposit privilege for printed books since 1801, however the legislation in the UK is currently being amended in order to extend this privilege to electronic publications. This legislation will shortly go before the House of Commons and in order to ensure that the College can avail of this privilege it is proposed to amend Schedule 4 to the Chapter on the Community in the 2010 Consolidated Statutes of Trinity College Dublin and of the University of Dublin in order to provide the required assurances on the use of the materials to the publishers and UK authorities.

In response to a number of queries raised by Board members, the Librarian and the Provost clarified the following, including that:

- (i) e-journals will be included in the new privilege noting that individual items in e-publications will only be capable of being accessed by one person at any one time within the Library premises;
- (ii) the input of the Library and Information Policy Committee will be sought on the broader issue of legal deposit cost/benefit which will be examined under the START process;
- (iii) an outcome of the START review would be the examination of other sources of funding in order to fund the legal deposit;
- (iv) electronic legal deposit will include snap-shots of web publications;
- (v) the e-publications content will be preserved by the British Library and the National Libraries of Wales and Scotland, to which the College, together with Oxford and Cambridge Universities, will then have access to.

The Board approved the amendment to Schedule 4 to the Chapter on the Community in the 2010 Consolidated Statutes of Trinity College Dublin and of the University of Dublin as presented.

The Provost thanked the Librarian.

BD/12-13/076 Quality

The Provost invited Board's attention to the reports on the quality reviews of the following areas carried out in accordance with the quality assurance procedures for administrative areas:

- (i) Provost's report to Board for Director of Buildings area

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This item was deferred until the next meeting of Board.

The Treasurer withdrew from the meeting.

(ii) **Provost's report to Board for Treasurer's Office**

The Chief Operating Officer invited Board's attention to the Provost's report to Board for the Treasurer's Office, which had been circulated noting both the level of commitment of the reviewers in carrying out such a fulsome report and the endorsement of the START process which was expressed during the review process. She advised Board that the Reviewers had paid tribute to the commitment, attitude and strong performance of the Treasurer's office staff noting that progress had been made in areas such as customer focus and staff knowledge which had been identified in the previous report in 2007.

The Board noted the recommendations in relation to the implementation of the FIS system, the structure of the office, the need to strengthen financial reporting in order to better meet the needs of the College and in relation to the management of capital projects.

In response to a number of queries raised by Board members, the Provost and the Chief Operating Officer clarified the following issues, including:

- (i) the perception that the Treasurer's office may have an over emphasis on compliance will be reviewed in light of any associated risks;
- (ii) the structure of the office will be reviewed under the START process, the outcome of which will be presented to Board for approval;
- (iii) any redeployment of staff within the Treasurer's office will be dealt with in the context of the College's overall HR Strategy which will be presented to Board in due course.

The Board approved the Provost's recommendation as presented noting in particular the plans to strengthen the Treasurer's role in capital projects and management of support areas and restructure the Treasurer's office.

The Treasurer rejoined the meeting.

The Secretary and Ms Mac Bride withdrew from the meeting.

(iii) **Implementation Plan for the Secretary's Office**

The Chief Operating Officer invited Board's attention to the Implementation Plan for the Secretary's Office, which had been circulated. In response to a query, the Chief Operating Officer advised Board that the once the proposals under START for the area are implemented the Communications Office will report to the Director of Communications who will in turn report to the Provost. The Board approved the Implementation Plan for the Secretary's Office as presented.

The Secretary and Ms Mac Bride rejoined the meeting

BD/12-13/077 Code of Governance - Board Sub-Group Report on Conflicts of Interest

The Registrar invited Board's attention to a memorandum dated 31 October 2012, which had been circulated and amendments to sections 2.4, 3.4 and 3.5 of the

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document which had been tabled. She advised Board that following the Board decision to update the College's Code of Governance in line with the sectoral code (minute BD/12-13/016 of 12 September 2012 refers), the Board Sub-Group was tasked with initially developing guidelines on Conflict of Interests had met three times and now proposed an addition to the College's Code on this issue. The Board noted that expert legal advice had been sought in relation to the amendments proposed.

The Registrar advised Board of the legal requirements under the Ethics of Public Office Acts 1995 and 2001 and to the requirements as set out in the Third Schedule to the Universities Act 1997. The Board noted that in order to deal with the matter of potential conflicts of interest before the Board, it is recommended that all Statements of Interests in accordance with the Ethics in Public Office Acts 1995 and 2001, made by each Board member and by non-Board members (such as Chief Operations Officer, Treasurer and Secretary) who are in attendance for meetings and may contribute to a Board discussion ("those in attendance") are, with effect from the Statements made in January 2013, to be made accessible on a confidential basis and with specific restrictions to all Board members and to those in attendance. The Board also noted that in advance of each Board meeting, each Board member and those in attendance are asked to assess whether any particular actual or potential conflicts of interest arise in the light of the agenda and papers for each Board meeting or, if possible, prior to circulation of Board papers. Should any conflict of interest arise this should be notified to the Secretary in the first instance in order that the matter may be resolved before the Board meeting if possible. Should a resolution not be possible the Board will be asked to decide on the matter.

In response to a query the Registrar clarified that a conflict of interest may arise if a relative of Board member were to hold a service level agreement with the College and the Board were evaluating that service or making a decision that would affect the Service Provider. The Board noted that incidents of a real conflict of Interest arising were expected to be on an exceptional basis rather than on a routine one. The term "Declarations of Interest" on the Board agenda was considered the most appropriate description.

The Board approved the memorandum as tabled noting that a clean version of the document will be circulated at the next Board meeting for noting. The Provost thanked the Registrar and the members of the Board Sub-Group and noted the importance of the matter especially in view of the largely internal composition of the Board.

BD/12-13/078 University Council

The Board confirmed the Acta of the University Council from its meeting held on 24 October 2012 subject to further comments covering CL/12-13/029, 034, 041 and 043 and noting in particular:

CL/12/-13/034 Academic Appeals Committee

The Board noted and approved the Minutes of the Academic Appeals Committee held on 7, 24, 25, 26, 27 and 28 September 2012.

BD/12-13/079 Posthumous Diploma

The Registrar invited Board's attention to a memorandum, dated 31 October 2012,

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which had been circulated. The Board agreed to make provision for the award of posthumous diplomas and certificates in parallel with the regulations applying to posthumous degrees, and approved ratification of the award of a diploma in the case of a deceased student of the Diploma in Information Systems.

BD/12-13/080 Visitors

The Secretary advised the Board of the outcome of a recent Visitor case.

BD/12-13/081 Out-going College Secretary

Under Other Business, the Board expressed its gratitude to the out-going Secretary, Ms Anne FitzGerald for her valued contribution to the Board and the College as Assistant Secretary and as College Secretary.

BD/12-13/082 Deanship of the Faculty of Engineering, Mathematics and Science

Under Other Business, the Secretary invited Board's attention to a memorandum dated 6 November 2012, which had been tabled. The Board noted the re-election of Professor Clive Williams as Dean of the Faculty of Engineering, Mathematics and Science.

SECTION B**BD/12-13/083 Equality Committee**

The Board noted and where a decision was required approved proposals in the minutes of the Equality Committee meeting of 17 October 2012 and the Annual Report of the Equality Committee, 2011-2012 as presented noting in particular:

Equal/12-13/08 - Equality Officer Report 2011-2012

The Board noted and approved the Annual Report of the Equality Office as presented and noted the roll out of LEAD Equality Training for Heads of Schools.

Equal/12-13/09 - Dignity and Respect Policy

The Board noted the changes to the role of Contact persons regarding the Dignity and Respect Policy.

BD/12-13/084 Finance Committee

The Board noted and where a decision was required approved proposals in the draft minutes of the Finance Committee from its meeting of 26 September 2012 and 17 October 2012, noting in particular:

- (i) Trust Funds Financial Statements y/e 30 June 2012;
- (ii) Memorandum from the Chief Financial Officer, dated 18 October 2012;
- (iii) Draft Trust Funds (Benefactions) Financial Statements for y/e 30 June 2012;
- (iv) Draft letter of representation to KPMG, dated 7 November 2012;
- (v) Letter from KPMG, dated 10 October 2012.

The Board, noting the confidential nature of the Trust Funds, approved the Audited Trust Funds (Benefactions) Financial Statements 2011-2012 as presented and

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authorised the Provost and the Treasurer to sign them, and the associated Letter of Representation, on behalf of the Board.

FN/12-13/6 eStrategy - Financial Update

The Treasurer advised Board that the Committee has requested a comprehensive financial report outlining additional funding (if any) required to deliver the agreed scope of the project and that the Treasurer and the Chief Operating Officer would report on the matter further in due course.

FN/12-13/14 Review of Hospitality & Entertainment and Travel Policies

The Board noted proposals to streamline the reimbursement claims process.

SECTION C

BD/12-13/085 Call-over of Board Decisions

The Board noted the Call-over of decisions, as circulated.

BD/12-13/086 Higher Degrees

The Board noted Higher Degrees, approved by the sub-committee of Board and Council on 24 October 2012, as circulated.

BD/12-13/087 Panel of Enquiry - Deputy Chair

The Board noted and approved the nomination of Ms M Bolger, SC as Deputy Chair of the Panel of Enquiry for a second term of three years from 8 December 2012, with the approval of the Students' Union and the Graduate Students' Union.

BD/12-13/088 Proctors' Lists for Autumn Commencements

The Board noted that the Proctors' Lists were approved by the sub-committee of Board and Council on 30 October 2012.

BD/12-13/089 Prizes and Other Awards - Jean Montgomery Fund

The Board noted and approved a memorandum from the Senior Tutor, circulated, dated 12 October 2012.

BD/12-13/090 Annual Reports

The Board noted the following annual reports which were circulated:

- (i) The Central Applications Office (Universities and other Higher Education Institutions) (Limited by Guarantee) - Directors Report and Financial Statements y/e 31 December 2011 (FN/12-13/10 of 26/9/12 refers);
- (ii) National Digital Research Centre Limited - Draft Directors' Report and Financial Statement, y/e 31 December 2011 (draft circulated, dated 1 June 2012) (FN/12-13/10 of 26/9/12 refers);
- (iii) National Institute for Bioprocessing Research and Training Limited - Reports and Financial Statements, y/e 31 December 2011 (FN/12-13/17 of 17/10/12 refers);

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- (iv) **Molecular Medicine Ireland (formerly Dublin Molecular Medicine Centre) (a company limited by guarantee) - Directors' Report and Financial Statements y/e 30 September 2011 (FN/12-13/17 of 17/10/12 refers).**

BD/12-13/091 Representation

- (i) **Heanet**
The Board noted and approved the nomination of the Dean of Research as the College's representative, following the resignation of Professor D Lloyd;
- (ii) **Molecular Medicine Ireland**
The Board noted and approved the nomination of Mr J Coman, Secretary to the College as a member of the Company, replacing Ms A FitzGerald. (For information, the College's nominated Company Directors are Professor V Cahill and Professor M Gill.)
- (iii) **St James's Hospital Board**
The Board noted and approved the nomination of Professor V Timonen and Professor C Normand as the College's representatives.

BD/12-13/092 Membership of Principal Committees - Representatives of Heads of School (see BD/12-13/ 017 of 12 September 2012)

The Board noted and approved a memorandum from the Registrar, circulated, dated 31 October 2012.

BD/12-13/093 Official Languages Act 2003 - Second Language Scheme

The Board noted a memorandum from the Irish Language Officer, circulated, dated 25 October 2012.

BD/12-13/094 Headship of School of Mathematics 2012-2015

The Board approved the nomination of Professor S Ryan as Head of the School of Mathematics, 2012-2015.

BD/12-13/095 Financial Assistance Committee - Schedule of Income Limits and Awards for 2012-2013

The Board noted and approved a memorandum from the Senior Tutor, circulated, dated 31 October 2012.

SECTION D

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

Signed:

Date: