

Incorporating any amendments approved at subsequent Board meetings

The University of Dublin

Trinity College

Minutes of Board Meeting of 26 March 2014, reconvened 2 April 2014

<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), Vice-President for Global Relations (Professor J H Ohlmeyer), Professor S D C Barrett, Professor M Bourroche, Mr F Cowzer, Professor W J Dowling, Ms S Dunphy, Mr D Frost, Mr J Gallagher, Mr G J Garrahan, Professor H Gibbons, Professor R Gilligan, Mr R Kenny, Mr T Lenihan, Professor J F McGilp, Professor N Marples, Professor M Ó Siochrú.
<i>Apologies</i>	Bursar (Professor G J Lacey), Dr O Braiden, Mr J Gallagher, Mr S Garry, Mr J Leahy, Professor D O'Neill, Professor H Rice.
<i>In attendance</i>	Assistant Secretary to the College (Ms Victoria Butler).
<i>(ex officio)</i>	Secretary to the College (Mr John Coman), Treasurer/Chief Financial Officer (Mr Ian Mathews).
<i>(by invitation)</i>	Interim Chief Operating Officer (Ms Geraldine Ruane).

SECTION A

BD/13-14/206 Statement of Interest

There were no additional statements of interest.

BD/13-14/207 Incident at Front Gate

The Chief Operating Officer provided Board with a brief update on an incident which had occurred at front gate that morning resulting in the need for significant repairs to be conducted. The Board noted that no individual had been injured as a result of the incident.

BD/13-14/208 Strategic Plan 2014-2019 - Preliminary Analysis of the External Environment

The Board noted the memorandum from the Vice-Provost/Chief Academic Officer, dated 14 March 2014.

The Vice-Provost/Chief Academic Officer advised Board that a body of work is underway to provide an analysis of the external national and international educational environment and will examine how Trinity's existing strengths in research and student demand could be best aligned with future needs. She then invited Board's attention to a report compiled by Indecon which considered the following:

- Projections for Economic Growth;

- Employment Prospects;
- Demand for Undergraduate Places;
- Likely Availability of Public Funding for Universities;
- Comparative Position in Enrolments in Irish Universities;
- Rankings.

Noting that this report and body of work was still at a preliminary stage the Vice-Provost/Chief Academic Officer advised Board of some of the key issues which were already emerging including:

- Strong growth in employment projections which will impact on enrolment subject choices and on the level of interest in undertaking postgraduate studies;
- Demand for third-level places will only grow modestly during the period of the plan and so a significant expansion in Trinity student numbers implies Trinity securing a high share of Irish enrolments or an expansion in international student numbers. This may have implications in terms of student quality;
- The funding environment for Trinity is likely to involve a greater decline in public sector funding per student than previously envisaged. Achieving expansion in such a scenario will require either a significant reduction in costs, increased funding contributions from students and/or a significant expansion in income from international students or from other sources. Without such funding the financial position of the university could be unsustainable.

In relation to public sector funding the Vice-Provost/Chief Academic Officer advised the Board that as a best case scenario the College could expect to see a decrease of 9% in public sector funding for the 3rd level educational sector and that the worst case scenario could result in a reduction of up to 25%. Noting the dramatic decline in Government funding to the College in the last 2.5 years, the Vice-Provost/Chief Academic Officer emphasised the need to identify new sources of funding.

In response to a query the Vice-Provost/Chief Academic Officer advised Board that the expected growth in the demographic profile would not impact substantially on the College for a further 10 years.

Noting comments from several Board members, the Vice-Provost/Chief Academic Officer emphasised the need for the College and the sector generally to make a case to the HEA regarding the importance of investing in the 3rd level educational sector but advised that appropriate reporting structures will need to be in place to verify the value of such investment. She also emphasized the need for the College to adopt a very realistic tone in the plan and to not overly rely on public sector funds and that a balanced approach would be reflected in the new strategic plan.

The Board noted the memorandum from the Vice-Provost/Chief Academic Officer, dated 14 March 2014.

It was noted that documents outlining the work of the four pillar groups to date and an analysis of international opportunities available to the College would come to future meetings of Board.

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The Provost expressed appreciation to the Vice-Provost/Chief Academic Officer for compiling the very informative data and report.

BD/13-14/209 Seanad Electoral (University Members) (Amendment) Bill 2014

The Board noted the memorandum from the Registrar and Secretary to the College, dated 19 March 2014.

The Registrar thanked the internal working group for their contribution to date and drew the Board's attention to the alternative proposals contained in the draft submission and the issues identified with the proposal to introduce a single 6-seat constituency from which Senators representing graduates from all 3rd level educational providers in the State would be elected.

In response to a query from a Board member, the Secretary to the College informed the Board that the Technical Working Group, established by the Department of the Environment, Community and Local Government was currently considering the definition for those eligible to register on the new electoral register and any associated issues.

It was agreed that the contribution of Senator William Bedell Stanford should be included in the document.

The Board agreed that the submission document, subject to two minor amendments, should be forwarded to the Department of the Environment, Community and Local Government as the formal submission from the Board of the College to the public consultation process on the General Scheme of the Seanad Electoral (University Members) (Amendment) Bill 2014.

BD/13-14/210 Consolidated Financial Estimates 2013-2014

The Board noted the memorandum from the Treasurer/Chief Financial Officer, dated 19 March 2014 and the tabled Memorandum from the Treasurer/Chief Financial Officer dated 26 March 2014.

The Treasurer/Chief Financial Officer informed Board that he is to meet shortly with the HEA on the budgetary situation. He advised Board that he is optimistic that by the end of the financial year the College will be on track to return a break even budget, noting that the College had managed its finances well in a very difficult financial environment. He also advised that careful consideration is required regarding the future financial model for the College with specific strategies and targets required to address the decreasing amount of public sector funding available.

In response to a query, the Provost reminded the Board that the responsibility for managing the College finances rests with the Board of the College itself and that it is up to the Board to agree future funding strategies and that undue reliance on Government funding would be unwise.

The Provost and the Vice-Provost/Chief Academic Officer, in response to query from a Board member, informed Board that Trinity is the only Irish university currently running a deficit on its current account and using reserves to reach a break-even position, if required.

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In response to a query in relation to the possibility of capping student numbers, the Provost informed Board that there was no sectoral agreement on this item.

The Treasurer/Chief Financial Officer, in response to a comment from a Board member, acknowledged the need for a holistic approach to be taken across the College and that while student fees represented the largest source of revenue, all revenue strands will be considered.

In response to a query, it was noted that possibilities regarding voluntary severance are currently being explored.

The Board approved the proposal that the College should return a break-even outturn in 2013/14 and the 2013/14 Consolidated Financial Estimates were approved.

BD/13-14/211 Audit Committee Annual Report 2013 - Executive Officers' Response to Board

The Board noted the memorandum from the Treasurer/Chief Financial Officer, dated 18 March 2014.

In response to a query, the Secretary to the College confirmed that a working group to review the Records Management Policy will be established shortly.

In response to a query, the Provost confirmed that a review of the process for appointing Heads of School will be conducted and that consideration will be given to the necessary training and support needs for Heads of School. The Provost also confirmed that a proposal in relation to the remuneration for Heads of School will be brought to a future meeting of Board for consideration.

The Board considered and noted the responses of the Executive Officers on the issues highlighted in the Audit Committee Annual Report for 2013.

The Provost thanked the Treasurer/Chief Financial Officer for his contribution to this item.

BD/13-14/212 Scholarship 2014

The Board noted a memorandum from the Senior Lecturer, dated 26 March 2014, which had been tabled.

It was noted that ninety-nine Scholars were proposed for election on Trinity Monday, of whom 13 were Foundation Scholars.

The Senior Lecturer drew Board's attention to the following:

- (i) The noticeable improvement in relation to gender balance amongst successful candidates for Scholarship;
- (ii) That this was the first year in which Senior Freshman students only were eligible to apply;
- (iii) The need for widespread consistency and high standards across College.

The Senior Lecturer also informed Board that in the coming months the Faculty Deans will meet to review their Scholarship processes, in line with Recommendation 9 of the 2012 Scholarship Review.

It was agreed that the Senior Lecturer will present proposals to a future meeting of Board regarding the future number of Scholarships to be awarded and the associated financing of such awards.

BD/13-14/213 University Council

The Board confirmed the Acta of the meeting of 12 March 2014.

BD/13-14/214 Visitors

The Board noted a verbal update from the Secretary to the College in relation to a recent hearing by the Visitor.

BD/13-14/215 Any Other Urgent Business - Board Confidentiality

The Provost brought to the attention of Board members the provisions in the Statutes regarding the confidentiality of Board meetings and documents.

At the invitation of the Provost, the Secretary to the College read out Sections 1(4) and 1(6) of Schedule 2, of the Chapter on Board of the 2010 Consolidated Statutes of Trinity College Dublin and of the University of Dublin.

Section B

BD/13-14/216 Board Business

(i) Callover

The Board noted the Board Callover from the meeting of 26 February 2014.

In response to a query in relation to accommodation for Scholars, the Provost noted the need to balance commitments to all Scholars. The Provost confirmed that the decision to accommodate some Scholars in Trinity Hall would remain unchanged following consultation with the Dean of Students and the Registrar of Chambers.

The Registrar clarified the difference between College accommodation and campus accommodation with respect to the Scholars entitlement. The Senior Lecturer emphasised the difficulty in trying to allocate accommodation to an annually increasing number of Scholars.

(ii) Outcomes

The Board noted the Board Outcomes from the meeting of 26 February 2014.

BD/13-14/217 Coiste na Gaeilge

The Board noted and where a decision was required, approved the draft Minutes of meeting of 25 February 2014.

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Noting the major awards recently won by the College's Cumann Gaelach, the Provost, on behalf of the Board, extended his congratulations to all involved.

BD/13-14/218 College Safety Committee

The Board noted and where a decision was required, approved the draft Minutes of meeting of 7 February 2014.

In particular, the Board agreed that there should be mandatory health & safety training for Heads of School and Heads of Area.

BD/13-14/219 Finance Committee

The Board noted and where a decision was required, approved the draft Minutes of meeting of 19 February 2014.

The Board also noted and approved the draft minute of 24 March 2014 which had been tabled.

BD/13-14/220 Human Resources Committee

The Board noted and where a decision was required, approved the draft Minutes of meeting of 20 February 2014.

In relation to minute HRC 2013/2014/5 Remuneration, it was noted that once all unions had agreed to the provisions of the Haddington Road Agreement the additional pay measures in the FEMPI legislation no longer applied.

BD/13-14/221 Library and Information Policy Committee

The Board noted and where a decision was required, approved the draft Minutes of meeting of 10 March 2014.

It was agreed that a more coordinated approach will be taken when scheduling meetings of Board, Executive Officers, Council, Annual Budgetary Cycle and Principal Committees.

Section C

BD/13-14/222 Board Membership - Students' Union

The Board noted that the following had been elected, and would serve as members of the Board for the academic year 2014-2015:

President: Mr Domhnall McGlacken Byrne

Welfare Officer: Mr Ian Mooney

Education Officer: Ms Katie Byrne

BD/13-14/223 Higher Degrees

The Board noted Higher Degrees, approved by the sub-committee of Board and Council on 12 March 2014, as circulated.

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BD/13-14/224 Headship of School of Nursing and Midwifery

The Board noted and approved the nomination of Professor Catherine Comiskey, Professor in Health Care Research, to the headship of the School of Nursing and Midwifery, 2014-2017.

BD/13-14/225 Prizes and Other Awards

(i) **Establishment of the Professor Donal Hollywood Medal**

The Board noted and approved memorandum from the Administrator, School of Medicine, circulated, dated 19 February 2014;

(ii) **Senior Tutor's Office - Bursaries, Exhibitions and Funds - Awards**

The Board noted and approved memoranda from the Student Support Officer, circulated, dated 11 March 2014, in respect of the following awards:

- (a) Frederick Purser Undergraduate Fund;
- (b) Taverners' Cricket Bursary;
- (c) Minchin Bursary;
- (d) Downes Exhibition;
- (e) Bradshaw Exhibition;
- (f) Jackie Akerele Fund.

BD/13-14/226 Estates Policy Committee

The Board noted Terms of Reference of the Estates Policy Committee, as circulated. (see Minute BD/13-14/143 of 29 January 2014).

BD/13-14/227 Sealings

The Board noted Sealings, as circulated and attached as Appendix 1 to this minute.

BD/13-14/228 Representation - National Digital Research Centre

The Board noted and approved the nomination of the Associate Dean of Research, Professor Derek Sullivan, as a member of the Board of the NDRC Company, in place of Mr John Coman, Secretary to the College, with effect from 26 March 2014.

BD/13-14/229 H O White Memorial Lecture 2015 (Calendar Q2)

The Board noted and approved the recommendation of the School of English that Professor J Shapiro, Columbia University, should present the 2015 H O White Memorial Lecture.

Section D

In compliance with the Data Protection Acts this information is restricted

Signed:

Date:

Sealings

31 January 2014

Irish School of Ecumenics Trust - 2013 Agreement

The Seal of the College was put in duplicate to a supplementary Agreement between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Reverend Thomas Layden SJ, the Hon Mrs Justice Catherine McGuinness and Dr Christopher Gibson being the Trustees for the time being of the Irish School of Ecumenics Trust of Bea House, Milltown Park, in the City of Dublin, being supplemental to Agreement made on 6 December 2000.

3 February 2014

Trinity Technology and Enterprise Campus

1. **Unit 2.5, The Tower ,TTEC - Licence to Trino Therapuetics Ltd**
The Seal of the College was put in duplicate to a Licence Agreement between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Trino Therapeutics Ltd from 1 January 2013 for two years in respect of Unit 2.5, The Tower, TTEC.
2. **Unit 6.8, The Tower, TTEC - Deed of Surrender - Kay Reeves**
The Seal of the College was put in duplicate to a Deed of Surrender between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Kay Reeves in response of Unit 6.8, The Tower, TTEC.
3. **Unit 1.02, The Tower, TTEC - Licence to Sonitus Systems Ltd**
The Seal of the College was put in duplicate to a Licence Agreement between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Sonitus Systems Limited from 1 August 2013 for one year in respect of Unit 1.02, The Tower, TTEC.
4. **Unit 1C, TTEC - Licence to Arc Devices Ltd**
The Seal of the College was put in duplicate to a Licence Agreement between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Arc Devices Ltd from 16 January 2014 for two years.

6 February 2014

**Trinity Central - Subway of Ireland Limited
Occupational Lease and Licence to Fit Out**

The Seal of the College was put in duplicate to an Occupational Lease between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Subway of Ireland Limited in respect of Retail Unit C, Trinity Central Pearse Street, Dublin 2 for twenty years from the commencement date.

The Seal of the College was put in duplicate to a Licence to Fit Out between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Subway of Ireland Limited in respect of Retail Unit C, Trinity Central Pearse Street, Dublin 2.