



**Incorporating any amendments approved at subsequent Board meetings**

**Minutes of Board Meeting of 14 June 2017**

<i>Present</i>	Provost (Dr P J Prendergast), Vice-Provost/Chief Academic Officer (Professor C Morash), Senior Lecturer/Dean of Undergraduate Studies (Professor G S Martin), Registrar (Professor P Murphy), Bursar/Director of Strategic Innovation (Professor V Campbell), Professor S Alyn Stacey, Mr S Collins, Professor S M Draper, Ms S Dunphy, Dr D Fayne, Professor C Laudet, Professor C McCabe, Mr K McNulty, Ms A Ní Lochlainn, Professor E O'Halpin, Professor D R Phelan, Professor A Seery, Professor R Timoney, Mr D Whelehan.
<i>Apologies</i>	Professor D Ahern, Dr O Braiden, Ms S Farrell, Professor R Gilligan, Mr J Keogh, Mr T Keohane, Professor B M Lucey, Professor R Moss.
<i>In attendance</i>	Assistant Secretary to the College (Ms V Butler), Incoming President of the Students' Union (Mr K Keane).
<i>(ex officio)</i>	Secretary to the College (Mr J Coman), Treasurer/Chief Financial Officer (Mr I Mathews).
<i>(by invitation)</i>	Chief Operating Officer (Ms G Ruane), Vice-President for Global Relations (Professor J Hussey).

**SECTION A**

- BD/16-17/278 Statement of Interest**  
The Secretary to the College advised that he had received Statements of potential conflict of interest from Ms Dunphy, Mr Keogh and Ms Farrell in relation to Agenda item A.10. Administrative, Library, Technical and Support Staff (Professional Staff: Promotions and Progressions for 2016/17). He proposed, and it was agreed, that the statements be noted and that each of the Board members would remain in the meeting and take a full part in the discussion for that item.
- BD/16-17/379 Attendance of incoming SU representative at Board**  
The Board noted and approved the attendance of the incoming SU representative as observer at the meeting of Board of 14 June 2017.
- BD/16-17/280 Minutes - Meeting of 24 May 2017**  
The minutes of the Board meeting of 24 May 2017 were approved and signed subject to the following amendments:
- (i) Minute BD/16-17/253 Report from the E-Voting Working Party:
    - The deletion of the word 'will' in the fourth line of the second paragraph.
    - The second sentence of the third paragraph to read as follows: 'The report of the E-Voting Working Party presented a partial cost analysis which showed that the costs of e-voting provision in comparison to current costs are comparable, although the costs of core administrative work time to support the current system were not captured in the analysis.'
  - (ii) Minute BD/16-17/254 Annual Officers 2017-18
    - Inclusion of Professor Murphy in the reference to those Officers who left and re-joined the meeting for this item.

**BD/16-17/281 Matters Arising from the Minutes**

The following items were raised under matters arising:

**(i) BD/16-17/250 Provost's Report – (i) College Green Plaza.**

The Bursar/Director of Strategic Innovation, at the invitation of the Provost, provided an update to the Board in relation to the proposed development of a plaza at College Green. She advised the Board that she and the Head of Capital Projects and Planning, Mr Greg Power, had met with representatives of the Dublin City Council to discuss potential issues and concerns regarding the proposal. This included the need for a rigorous cleaning regime and proposed actions that would be required to mitigate anti-social behaviour. Dublin City Council is to consider the items discussed and reply to the university accordingly. On receipt of this response, the Bursar/ Director of Strategic Innovation will co-ordinate a formal submission by Trinity on the proposal to Dublin City Council.

**Action/Decision:**

**281.1** The Board noted the update as provided by the Bursar/Director of Strategic Innovation.

**(ii) BD/16-17/258 The Trinity Branding Document and the Trinity Visual Identity Handbook**

The Board, in response to comments from a Board member, noted the importance of ensuring that any imagery used in promotional material contains images that are fully compliant with health and safety guidelines.

Following additional comments from the Board member in relation to the circulation of Board documents and to the format of Board minutes, it was also agreed that, where appropriate, names of individuals approved for appointment to roles and positions shall be included in the minutes for future meetings.

**Action/Decision:**

**281.2** Imagery used in promotional material should be compliant with health and safety guidelines.

**281.3** It was agreed that, where appropriate, names of individuals approved for appointment to roles and positions shall be included in the minutes for future meetings.

**BD/16-17/282 Provost's Report**

*The Vice-Provost/Chief Academic Officer chaired the meeting for this item.*

The Board received an update from the Provost on his work programme under the following headings:

**(i) Redesign of management structures to focus on the Strategic Plan goals and increase the speed of decision-making**

The Provost noted that recent introduction of new management structures which sees the Chief Officers' Group meeting weekly and the Executive Officer Group meeting monthly. He advised Board members that the new structures are to be reviewed in February 2018, at which point they will have been in place for 12 months. After the review any proposed amendments can be made and a handbook outlining the management structures will be produced by the Secretary's Office.

With reference to the copies of the Trinity Branding Document and the Trinity Visual Identity Handbook which had been made available to Board members for the meeting, the Provost noted that the Trinity Identity Management project had now concluded and that the Trinity Visual Identity Handbook is to be adopted for all relevant business in the university.

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**(ii) Trinity Fundraising Campaign**

The Provost informed the Board that significant work had been conducted in relation to the proposed fundraising campaign, including the establishment of the following four groups:

- The Provost's Council;
- The Campaign Cabinet;
- The Campaign Forum;
- The Campaign Steering Committee.

He informed the Board that over the year several projects had been approved, with others currently under review and for further consideration. The Provost advised the Board that while further work in advance of the launch in September 2018 is required, much progress had been achieved and that he will continue to update Board members over the course of the coming academic year on this item.

**(iii) High-level strategic projects**

The Provost advised Board members that the Trinity Education Project (TEP), with the Provost as Chair and the Vice-Provost/Chief Academic Office as project sponsor, had progressed well. A new academic year structure had been approved with documents prepared for Council on progression and module size. To ensure an appropriate governance structure which would facilitate implementation, a new steering committee and six sub-groups had also been established.

It was noted that significant progression of the following strategic projects had also been achieved over the course of the year:

- Estates and Infrastructure Masterplan;
- E3;
- Trinity Visitor Experience;
- Identity Management, now complete;
- 21<sup>st</sup> Century Administration;
- FIS transition project;
- Research Excellence Strategy.

**(iv) Capital projects in progress**

The Provost provided updates on several capital projects as follows:

- The construction of the Trinity Business School was now above ground and the building is on schedule to be completed at the end of 2018.
- The demolition of Oisín House is now complete and the Printing House extension has been removed;
- Regular meetings on the E3 project had occurred and the project is progressing well. A proposal to establish the Learning Foundry at the east end of College, which would facilitate consolidation of the Schools involved, was being developed;
- With respect to the Cancer Institute, a Cancer Institute Development Group had been appointed and a further update on this project will come to Board in the coming academic year;
- The Provost referred to the visual art mural being displayed on House 2 which was commissioned under the Trinity as a Creative Arts Catalyst project.

With reference to the Global Relations Strategy, the Provost advised that the mid-term review of the strategy had been conducted and that he was awaiting the findings of this review. He also advised that a review of the Online Education Strategy had been conducted and that it is envisaged that a proposal in relation to online education would be brought to Board in the coming academic year.

**(v) Communications and Public Affairs**

The Provost advised the Board that given the recent political changes in Ireland and abroad, there was some uncertainty anticipated for the coming year. He noted the appointment of Dr Leo Varadkar, as Taoiseach, informing the Board that he is the first Trinity graduate to hold this office.

The Provost informed the Board that several positive discussions had been held with the relevant government departments regarding possible funding of the E3 project which would increase the possibility of attracting philanthropic funding for this project.

The establishment of a Brexit Taskforce was also noted.

**(vi) Gender implementation plan**

The Provost noted that the Vice-Provost/Chief Academic Officer had co-ordinated the University's response to the Higher Education Authority (HEA) Gender Equality Review which was brought to Board in February 2017 and that an implementation phase was now in progress.

**(vii) Governance and general management**

It was noted that in 2016/17 the Provost had chaired, among others, Board, Council, Executive Officers' Group, several appointment panels and relevant promotion committees.

The Provost concluded his update noting additional developments in respect of the university's rankings, membership of the League of European Research Universities (LERU) and the development of the Library strategy.

The Vice-Provost/Chief Academic Officer thanked the Provost and opened this item for discussion.

Following queries from a Board member, a summary of the actions taken following the fraud incident in Trinity Development and Alumni (TDA) was provided which included an investigation by the Internal Auditor, changes to the financial oversight of the TDA led by the Treasurer/Chief Financial Officer and a review of cyber security by the Director of IT Services.

In response to a query from a Board member, the Vice-Provost/Chief Academic Officer advised that revised procedures to implement the Sanders Report on academic promotions would be brought to the Board early in the next academic year.

In response to queries from a Board member in relation to the Public Accounts Committee and a recent RTÉ programme on universities, the Provost advised the Board that the Director of Public Affairs and Communications is to assemble a group to identify any potential exposures and minimise potential reputational risks to the university. The Provost also advised that it is envisaged that the Irish Universities Association (IUA) will seek a meeting with the incoming Minister for Education and Skills at which the future governance of universities is likely to be discussed.

The Provost, in response to queries from a Board member, noted the good working relationship and many collaborations already in existence between Trinity and UCD. With reference to the proposed Cancer Institute, he noted that while a collaboration with UCD is envisaged in the future, the initial focus is on a collaboration between Trinity and St James' Hospital and that an application for European recognition had been made to progress this.

**BD/16-17/283 Audit Committee Annual Report 2016/17 – Response to Board**

The Treasurer/Chief Financial Officer introduced this item advising the Board that he had co-ordinated the Executive Officers' Group response to issues identified in the Audit Committee Annual Report 2016/17. He noted that the Executive Officers' Group had met with the Internal Auditor prior to finalising the response. He then provided the Board with a summary of the five

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main observations which were contained in the report and the corresponding responses which had been provided under the following headings:

- Financial Sustainability;
- Governance and Capacity;
- Internal Control;
- Engagement with Audit;
- Resourcing Internal Audit.

The Treasurer/ Chief Financial Officer also advised Board members that the Provost and the Heads of Division were engaging in a process to review the Internal Audit Recommendation Log addressing any outstanding items on it.

In response to comments from a Board member, the Treasurer/Chief Financial Officer advised the Board that training on the Oracle system and budgetary matters is currently provided for Heads of School and will continue to be provided. This training also forms part of the induction programme for new Heads of School and administrators in the schools can also offer additional support to Heads of School in this respect.

It was noted that while many of the proposed actions are assigned to one or two Officers, it is the three Heads of Division who have primary responsibility to deliver on the responses to the Audit Committee. It was also acknowledged that for many of the responses the Chief Officers work closely with each other to deliver the result.

Responding to comments from a Board member, the Treasurer/Chief Financial Officer advised the Board that FIS user groups had been established and regular training is provided to staff members using the new system. He acknowledged that large projects can bring about significant amounts of change and assured the Board that the Financial Services team are happy to engage with and listen to all staff members to resolve any issues. However, he noted that the system had become the norm for new staff and that the system is now largely embedded in to daily operations. The Provost informed the Board that the representative from KPMG, the university's external auditors, had advised that financial visibility and reporting had greatly increased with the introduction of the new system.

#### **Action/Decision**

**283.1** The Board considered and approved the document from Executive Officers dated 7 June 2017 as presented by the Treasurer/Chief Financial Officer.

*The Vice-President for Global Relations joined the meeting at this point.*

#### **BD/16-17/284 Research Highlights 2016**

*The Dean of Research, Professor John Boland, attended for this item.*

The Dean of Research invited the Board's attention to his report, dated 7 June 2017, which had been circulated. He provided the Board with an overview of the report which provides a summary of the key highlights of the research undertaken at Trinity in 2016. He also advised the Board that discussions are ongoing with the Science Gallery in respect to further collaborations and utilising the research activities of the university to develop possible exhibitions for the gallery.

Responding to a query from a Board member, the Dean of Research emphasised the importance of ensuring that research being undertaken is appropriately communicated to the relevant audiences and noted the scope for continuous review and improvement in all research activity.

The Provost thanked the Dean of Research noting that the report is to be finalised and

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published and is an important means of showcasing the quality of research in Trinity.

**Action/Decision**

**284.1** The Board received an update and noted the report from the Dean of Research dated 7 June 2017.

**BD/16-17/285 Rankings Project**

*The Dean of Research, Professor John Boland, remained in the meeting for this item.*

The Dean of Research with reference to his presentation, which had been circulated, provided the Board with a summary of the proposed Rankings Project. In particular, he advised the Board that the purpose of the Trinity Rankings Project is to implement a robust data rankings returns process to enable Trinity to protect and enhance its reputation as a highly reputable research-intensive university. He also provided an overview of the proposed project, the timeline, expected deliverables and associated costs.

The Provost thanked the Dean and opened the item for discussion and comment.

Responding to comments from a Board member, the Provost emphasised the importance of introducing a rankings project and advised that the Research Excellence Strategy will be brought forward for consideration at the start of the next academic year. The Dean of Research also commented on the operational nature of the rankings project and the need for the university to be confident and capable in delivering the required rankings data at any given time. The diverse nature of research activity across the different schools and disciplines was also fully acknowledged. The Dean of Research advised the Board that he would be liaising with the schools directly, and also engaging with the Library, to profile schools with a view to determining what level of outputs are most appropriate for each school. The Vice-Provost/Chief Academic Officer clarified that the recommendations of the Saunders report were currently being considered in respect of this item and that discussions were on going.

In response to comments from Board members, the possibility of inviting a Fellow who is not a College Officer to join the Rankings Steering Committee was noted. The role of post-doctoral researchers and the need to ensure appropriate career structures for such positions was also acknowledged.

The Vice-Provost/Chief Academic Officer, responding to a query from a Board member, clarified the source of funds for the Rankings Project and advised the Board that the relevant allocations had been agreed with the Faculty Deans and approved by the Planning Group.

The Provost thanked the Dean of Research for his work on this item and, in particular, for his efforts in clarifying the rankings data. It was noted that the Provost and the Dean of Research had met with the QS ranking agency and a positive discussion was had.

*The Dean of Research left the meeting at this point.*

**Action/Decision**

**285.1** The Board considered and approved the document from the Dean of Research dated 7 June 2017.

**BD/16-17/286 Planning Group Report to Board**

The Vice-Provost/Chief Academic Officer, with reference to the Planning Group Report dated 12 June 2017, which had been circulated, provided the Board with a summary of the main sections focused on in the report, under the following headings:

- Strategy
- Internationalisation

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- Research Overheads
- Finances and Human Resources
- Resource Allocation 2017/18.

In particular, he advised that it is envisaged that a mid-term review of the Strategic Plan 2014-2019 will be brought forward for consideration by the Board at the start of the next academic year. He also provided an overview of the student population noting that overall there has been an increase in student numbers in the university.

The Vice-Provost/Chief Academic Officer concluded by seeking the Board's support for the three recommendations contained in the report, which focused on the adoption of the Baseline Budgeting Model, strategic student numbers and the development of integrated Strategic Plans.

Responding to comments from a Board member, the Vice-Provost/Chief Academic Officer clarified that the process by which the new budgeting model had been agreed had taken several months and had involved significant engagement with the Faculty Deans. The Provost also advised that a memo showing the final allocations for 2017/18, as agreed by Planning Group, would be brought to a future meeting of the Board.

The Treasurer/Chief Financial Officer, responding to queries from Board members, clarified that research income had decreased in 2016/17 following a previous peak, but that there is the assumption that income from commercial activities will continue to grow. He also reminded Board members of the importance of continuing to grow such income streams, including that being provided by the Global Relations Strategy, and advised that additional income generating activities are also currently being explored.

The importance of providing guidance to Schools in relation to the development of strategic plans was acknowledged.

The Provost thanked the Vice-Provost/Chief Academic Officer and all members of the Planning Group for their work over the year and, in particular, for the introduction of a new Baseline Budgeting Model (BBM) that will define three-year indicative budgets.

#### **Action/Decision**

**286.1** The Board considered and approved the memorandum from the Vice-Provost/Chief Academic Officer dated 12 June 2017 and the accompanying Planning Group Report.

#### **BD/16-17/287**

##### **Annual HR Metrics**

*The Director of Human Resources, Ms Kate Malone, joined the meeting for this item.*

The Director of Human Resources, with reference to the HR Annual Metrics Report, which had been circulated, provided the Board with a high-level overview of the current staffing composition in Trinity and a five-year historical comparison. She advised the Board that the purpose of this report was to provide data to inform pro-active knowledge-driven decision-making. In particular, Ms Malone advised the Board of some of the key trends which had been observed including a change which sees Academic and Research staff numbers now outweigh Administrative and Support staff numbers. She also advised that an upgrade to the CoreHR system is envisaged which will facilitate the accurate collection of sick leave data.

The Director of Human Resources concluded her comments by summarising some of the highlights of the report as follows:

- There has been a strategic growth in staffing;
- There are regular opportunities for staff to achieve promotion through competition;
- The Trinity employer brand is attractive to applicants.

She also noted the potential risks for the university in respect of attrition rates and the

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corresponding level of recruitment in addition to a relatively high reliance on casual pay.

Board members welcomed the report and, in particular, the proposal to introduce an exit interview.

In response to a query from a Board member, the Director of Human Resources advised that probation periods are currently monitored on a quarterly basis and is moving towards a fully automated system. She also advised that teaching provided by retired members is currently not monitored centrally.

Responding to a query from the Provost, the Vice-Provost/Chief Academic Officer advised that the new Baseline Budgeting Model would facilitate a review of staffing profiles in Schools and enable greater strategic thinking and decision-making.

#### **Action/Decision**

**287.1** The Board considered and noted the HR Annual Metrics Report dated 1 June 2017.

#### **BD/16-17/288 Job Evaluation Framework**

*The Director of Human Resources, Ms Kate Malone, remained in the meeting for this item.*

*Professor Phelan joined the meeting at this point.*

The Director of Human Resources, with reference to her document dated 1 June 2017, which had been circulated, provided the Board with a summary of a proposed job evaluation framework for Professional, Administrative, Library and Technical Staff. She advised that the proposals had been prepared following a significant number of engagement sessions with members of the staff categories concerned and managers.

Responding to queries from Board members, the Director of Human Resources advised the Board that further consultation with Trade Union Representatives is to take place in the coming weeks regarding the operationalisation of the proposals but that agreement on the principles had been achieved. Subject to union agreement, a final draft of the proposals would be brought to a future meeting of the Board.

#### **Action/ Decision**

**288.1** The Board considered and approved the proposal from the Director of Human Resources noting that further engagement with staff representative groups is to be conducted regarding the operationalisation of the proposals.

#### **BD/16-17/289 Administrative, Library, Technical and Support Staff (Professional Staff): Promotions and Progressions for 2016/2017.**

*The Director of Human Resources remained in the meeting for this item.*

The Director of Human Resources, with reference to her memorandum dated 7 June 2017, advised the Board that it is proposed that the Administrative, Library, Technical, Secretarial, and Executive Officer Review Committees carry out promotion and normal progression reviews in 2016/17. Promotions and progressions awarded in the 2016/17 will be deemed effective from 1<sup>st</sup> October 2017. She also advised that the promotion and progressions call would apply for 2016/17 only as it is expected that a job evaluation process will be implemented in 2017/18 pending agreement with the Group of Unions.

The Provost thanked the Director of Human Resources who left the meeting at this point.

#### **Action/ Decision**

**289.1** The Board approved the memorandum from the Director of Human Resources dated 7 June 2017.

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*Professor O'Halpin left the meeting at this point.*

*It was agreed that the next three items would be considered at this point in the meeting.*

**BD/16-17/290 Visitors**

The Board received a report from the Secretary to the College.

**BD/16-17/291 University Council**

The Board noted and approved the draft Acta of the Council meeting of 7 June 2017.

**BD/16-17/292 Annual Officers**

The Board noted and approved the tabled memorandum from the Provost and approved the nomination of Professor John Parnell as Senior Dean contained within.

The Provost advised the Board that the office of Associate Dean for Online Education is to remain vacant until a review of the Online Education Strategy is complete.

**BD/16-17/293 E3 Phase 1 – Learning Foundry**

*The Dean of Engineering, Mathematics and Science, Professor Vinny Cahill, joined the meeting for this item.*

The Dean of Engineering, Mathematics and Science invited the Board's attention to a presentation prepared by himself and the Bursar/ Director of Strategic Innovation, dated 7 June 2017. He advised Board members that the E3 project had been developed with a view to bringing together the School of Computer Science and Statistics, the School of Engineering and the School of Natural Sciences. The Dean also provided Board members with the rationale behind the E3 proposal and some of the envisaged deliverables which include a growth in student numbers to meet an anticipated increase in demand for courses in these schools.

With reference to the associated proposed capital development, the Bursar/ Director of Strategic Innovation advised the Board that Phase 1, the Learning Foundry is to be developed at the east end of the campus and that detailed space plans were being prepared with the relevant schools. She also advised that the E3 Learning Foundry will enable the refurbishment of some existing teaching space across the three schools in to a new, more efficient, shared teaching building to accommodate new staff and researchers.

As part of the next steps outlined in the presentation, it was noted that a detailed financial plan will be brought to the Finance Committee and the Board in Michaelmas Term 2017.

The Provost thanked the Dean of Engineering, Mathematics and Science and the Bursar/Director of Strategic Innovation and opened the item for discussion.

The Dean of Engineering, Mathematics and Science and the Bursar/Director of Strategic Innovation welcomed a proposed invite from the President of the Students' Union to attend a meeting of the Student Council where student input on the project could be received.

The importance of giving due consideration to noise disruption particularly during examination periods was noted.

The Vice-Provost/Chief Academic Officer, responding to comments from a Board member, acknowledged the importance of monitoring and mapping the anticipated growth in staff and student numbers resulting from key strategic capital projects and advised that this item would be on the work programme for the Planning Group for the coming year.

In response to a query from a Board member, the Dean of Engineering, Mathematics and Science advised that staffing plans would be phased to remain in keeping with the projected growth in student numbers.

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The Provost, noting that further updates will be brought to Board as the project progresses, thanked the Dean of Engineering, Mathematics and Science who left the meeting at this point.

**Action/Decision**

**293.1** The Board received an update from the Bursar/Director of Strategic Innovation and the Dean of the Faculty Engineering, Mathematics and Science dated 7 June 2017.

**BD/16-17/294 Accommodation**

*The Dean of Students, Professor Kevin O'Kelly, joined the meeting for this item.*

**(i) Report from the Accommodation Steering Group**

The Dean of Students provided the Board with a summary of the Report of the Accommodation Steering Group on the provision of Purpose Built Student Accommodation (PBSA) for Trinity College Dublin, dated 7 March 2017. Noting that there had been barriers to obtaining new sites for purpose built student accommodation in the private sector, the Dean of Students advised that a reduced target of procuring 1,200 beds was now recommended with the balance of 800 beds made up through lease arrangements. He then invited the Board's attention to the recommendations contained in the report which will help to achieve the required target.

Responding to comments from Board members, it was noted that all proposed projects will be reviewed by the Accommodation Steering Group which includes student representation and the Dean of Students advised that discussions were ongoing in the private sector, with Dublin City Council and with the National Asset Management Agency (NAMA). It was also noted that it is envisaged that student accommodation at Gardiner Street and the Binary Hub would be available for the start of the new academic year.

**Action/Decision**

**294.1** The Board considered and approved the proposal from the Dean of Students dated 11 April 2017.

**(ii) Oisín House Development Project – Update & Stage Gate 4 Funding Approval Request**

The Dean of Students, with reference to his presentation, which had been circulated, provided the Board with an update in relation to the Oisín House Development project. He reminded Board members of the project governance and provided an update on the commercial revenue forecasted for the project and additional financial impacts that have been identified. A summary of the Risk Log for the project was also provided. He then invited the Board to consider and approve the updated financial plan and to approve the proposed budget cap on construction costs noting that this will allow the award of the construction contract during the vacation period.

The Provost thanked the Dean of Students and opened the item for discussion.

Responding to queries from Board members, the Dean of Students clarified the interest rate and the level of the contingency fund and noted that the planned number of beds had been reduced from the amount originally approved by Board. He also reminded the Board that the current market rental rate is higher than that which will be charged by Trinity to its students.

**Action/Decision**

**294.2** The Board considered and approved the memorandum from the Dean of Students dated 7 June 2017 and the Stage Gate 4 funding approval request subject to the completion of the Economic Cost Benefit Analysis and the approval of the Finance Committee, as proposed.

*The Provost thanked the Dean of Students who left the meeting at this point.*

**BD/16-17/295 Any Other Urgent Business**

There were no items of any other urgent business.

**SECTION B****BD/16-17/296 Board Business**

(i) Callover

The Board noted the Board Callover from the meeting of 24 May 2017.

(ii) Outcomes

The Board noted the Board Outcomes from the meeting of 24 May 2017.

**BD/16-17/297 Audit Committee – Audit Tender**

The Board noted and approved the memorandum from the Chair of the Audit Committee dated 13 June 2017.

**BD/16-17/298 University Safety Committee**

The Board noted and approved the draft minutes of the meeting of 24 May 2017. The need to vacate certain rooms in the Rubrics was noted and the Bursar/ Director of Strategic Innovation advised that a detailed plan and business case to conduct the necessary works would be developed.

**BD/16-17/299 Human Resources Committee**

The Chair of the committee provided Board members with a summary of the main items of relevance to Board members. The Board noted and approved the draft minutes of meeting of 25 May 2017.

**BD/16-17/300 Library and Information Policy Committee**

The Chair of the committee provided Board members with a summary of the main items of relevance to Board members. The Board noted and approved the minutes of the meeting of 3 April 2017.

**BD/16-17/301 Quality Committee**

The Board noted and approved the draft minutes of the meeting of 18 May 2017 plus the Progress Reports for the Student Counselling and the College Health Service.

**SECTION C****BD/16-17/302 Administrative Arrangements in the Summer Session**

The Board noted that items of routine College business relating to Board would be dealt with by the Provost or Vice-Provost/Chief Academic Officer during the Summer Session, 3 July 2017 to 27 August 2017 and that a report would be made to the Board at its first meeting of Michaelmas Term on 20 September 2017.

**BD/16-17/303 Higher Degrees**

The Board noted Higher Degrees, approved by the sub-committee of Board and Council on 7 June 2017.

**BD/16-17/304 Proctors' Lists for Summer Commencements**

The Board noted that the Proctors' Lists were approved by the sub-committee of Board and Council on 13 June 2017.

**BD/16-17/305 2010 Consolidated Statutes – Table on Academic Year Structure**

The Board noted the Memorandum from the Registrar, circulated, dated 25 May 2017.

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- BD/16-17/306 Calendar – Revision of regulations for Degrees *jure officii***  
The Board noted and approved the Memorandum from the Registrar, circulated, dated 25 May 2017.
- BD/16-17/307 Committee Membership**
- (i) Advisory Committee on Honorary Degrees**  
The Board noted the membership of Professor Mani Ramaswami on the Advisory Committee on Honorary degrees, to replace Professor Ian Robertson with immediate effect.
  - (ii) Technical Staff Committee**  
The Board noted and approved the Memorandum from the Secretary of the Technical Staff Committee, circulated, dated 6 June 2017.
- BD/16-17/308 Annual Reports**
- (i) Draft Trinity College Dublin Annual Report 2015-16**  
The Board approved the report.
  - (ii) Library Annual Report 2015-16**  
The Board noted the report.
- BD/16-17/309 Heads of School**
- (i) Social Work and Social Policy**  
The Board noted and approved the nomination of Professor Eoin O’Sullivan as the Head of School of Social Work and Social Policy for an exceptional and final third term of one year from 3rd July 2017.
  - (ii) Physics**  
The Board noted and approved the nomination of Professor Igor Shvets as the Head of School of Physics for a second term of three years from 3rd July 2017.
- BD/16-17/310 Warden of Trinity Hall**  
The Board noted the appointment of Professor Roja Fazaeli as Warden of Trinity Hall with effect from July 2017, for a three-year term.
- BD/16-17/311 Company Members of the National Academy of Dramatic Art – The Lir**  
The Board noted and approved the Memorandum from the Secretary to the College, circulated, dated 8 June 2017.
- BD/16-17/312 Prizes and Other Awards - A.J. Leventhal Scholarship**  
The Board noted and approved the Memorandum from the Dean of Arts, Humanities and Social Sciences, circulated, dated 30 May 2017.
- BD/16-17/313 Disciplinary Finding**  
The Board noted and approved the Memorandum from the Senior Dean, circulated, dated 6 June 2017.
- BD/16-17/314 Associated Companies – Reports of Directors**  
The Board noted and approved the Memorandum from the Secretary to the Board, circulated, dated 7 June 2017.
- BD/16-17/315 Cultural Diversity Working Group**  
The Board noted and approved the Memorandum from Professor Robbie Gilligan, circulated, dated 2 June 2017.

**SECTION D**

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

Signed: .....

Date: .....

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