



Incorporating any amendments approved at subsequent Board meetings

Minutes of Board Meeting of 18 October 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 D Ahern, Professor S Alyn Stacey, Dr O Braiden, Mr S Collins, Professor S M Draper, Ms S Dunphy, Dr D Fayne, Professor R Gilligan, Mr Kevin Keane, Mr J Keogh, Professor C Laudet, Professor B M Lucey, Ms Alice MacPherson, Professor C McCabe, Mr D McClean, Professor R Moss, Professor E O'Halpin, Professor D R Phelan, Professor A Seery, Professor R Timoney.
<i>Apologies</i>	Chief Operating Officer (Ms G Ruane), Ms S Farrell, Mr T Keohane.
<i>In attendance</i>	Assistant Secretary to the College (Ms V Butler).
<i>(ex officio)</i>	Secretary to the College (Mr J Coman), Treasurer/Chief Financial Officer (Mr I Mathews).
<i>(by invitation)</i>	Vice-President for Global Relations (Professor J Hussey).

SECTION A

BD/17-18/027	Statement of Interest The Secretary to the College advised that no statements of potential conflict of interest had been received.
BD/17-18/028	Minutes - Meeting of 20 September 2017 The minutes of the Board meeting of 20 September 2017 were approved and signed.
BD/17-18/029	Matters Arising from the Minutes The following items were raised as a matter arising: (i) BD/17-18/007 Mid-term Report on the Implementation of the Strategic Plan 2014-2019 The Treasurer/Chief Financial Officer provided an update in relation to the occupancy of the newly leased student accommodation at Kavanagh Court. It was noted that considerable efforts to improve occupancy levels had been made and that actions to mitigate and minimise any potential exposure were being implemented. The Board also noted that the Commercial Director is to provide an update to the Finance Committee under Any Other Urgent Business at the meeting of the committee scheduled for Friday 20 October 2017. It was also noted that this item is to be further considered at a future meeting of the Board in the context of all Trinity student accommodation. (ii) BD/17-18/005 Provost's Report – University Autonomy At the request of the Provost, the Secretary provided the Board with an update on a possible amendment to the Technological Universities Bill regarding a provision by which the Higher Education Authority (HEA) may be given the power to appoint an inspector to investigate issues of concern in the universities.

It was noted that the Irish Universities' Association is making representations to the Government on this matter and that Trinity would also be making representations in respect of this.

BD/17-18/030 Provost's Report

The Provost provided a report to the Board under the following headings:

- **Trinity 425 Symposium**

The Provost extended his thanks to the Registrar and her team for organising the recent Trinity 425 Symposium. It was noted that An Taoiseach, Dr Leo Varadkar T.D. had opened the event and that his address had generated some debate on funding for the third level educational sector. The Provost advised Board members of the importance of maintaining a focus on this issue given the ongoing reduction in Government funding and the need to generate additional revenue streams.

- **Public Affairs meetings**

Amongst other meetings, the Provost informed the Board that he had met with An Tánaiste, Ms Frances Fitzgerald T.D., in relation to research funding from Science Foundation Ireland. He informed Board members of the possible implications for research in Trinity, and Ireland, should a focus on research impact, as opposed to scientific excellence, now prevail as the principal funding criteria for SFI awards. In response to a query from a Board member, the Provost advised that alternative mechanisms for securing funding for a proposed research centre were being explored.

- **Trinity Fundraising Campaign and meetings with other universities and alumni abroad**

The Provost advised of some of the recent meetings he had participated in, both in London and the Middle East, where fundraising and potential academic partnerships had been discussed.

BD/17-18/031 Annual Equality Monitoring Report 2016/17

The Equality Officer, Ms Aoife Crawford attended for this item.

The Provost welcomed the Equality Officer, Ms Aoife Crawford to the meeting. Ms Crawford, with reference to her presentation and the memorandum from the Chair of the Equality Committee, which had been circulated, provided the Board with a summary of some of the key findings of the report. In particular, she highlighted those items that were linked to targets as contained in the Strategic Plan 2014-2019, Trinity Gender Action Plan, HEA National Access Plan and relevant legislation. She advised the Board that this was the tenth year in which an Equality Report had been published noting the importance of meeting HEA and Athena Swan targets in respect of equality.

Responding to comments from a Board member in respect of child protection, the Secretary to the College advised that both he and the Assistant Secretary had recently undertaken relevant training and that the requirements for the university arising from the commencement of sections of the Children First Act 2015 were currently being assessed. This may include some revisions to the existing Child Protection Policy which will be brought to Board for approval in due course if required. He further advised that matters of child protection continue to be taken very seriously by the university and that consideration regarding the appointment of a dedicated Child Protection Officer was continuing and that wider training for the Trinity community is envisaged in the coming year.

Responding to queries from Board members, Ms Crawford informed the Board that, in keeping with data protection legislation, the possibility of capturing additional student information in relation to socio-economic background, family status and sexual orientation will be discussed with the Academic Registry. She also advised that the Trinity Access Programme is taking measures to ensure high numbers of male role models in their outreach to second-level schools, given under-representation of men among undergraduate students in Trinity and throughout Irish universities.

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Following further discussion by Board members, during which the report was greatly welcomed, it was suggested that the next report could contain information on the following:

- The profile of staff who apply for promotion and the stage of their career at which this is done;
- Areas in the university where there appears to be a gender imbalance in staff numbers and how this might be addressed.

In relation to gender balance on committees, it was noted that most committees were in broad gender balance although it was more difficult to achieve with *ex-officio* appointments. In response to comments from Board members, it was noted that committees without broad gender balance were seeking to achieve it.

The importance of ensuring that the university's obligations under Athena SWAN continue to be met was also acknowledged. The Vice-Provost/Chief Academic Officer informed the Board that a focus on a further developing a diverse student community with a greater demographic spread is contained in the Strategic Plan and that the mid-term review of the Plan would reflect on this item.

The Provost thanked Ms Crawford and the Equality Monitoring Advisory Group for their work in compiling the report and Ms Crawford left the meeting at this point.

Action/Decision

031.1 The Board considered and approved the Memorandum from the Chair of the Equality Committee and the Annual Equality Monitoring Report 2016/17 contained within.

031.2 It was noted that the next report could contain the following information:

- The profile of staff who apply for promotion and the stage of their career at which this is done;
- Areas in the university where there appears to be a gender imbalance in staff numbers and how this might be addressed.

BD/17-18/032

Annual Officer

The Board noted and approved the nomination of Professor Linda Doyle, Professor of Engineering and the Arts and Director of the CONNECT research centre, as Dean of Research with effect from 1 December 2017. The Provost expressed his thanks and appreciation for the excellent work which Professor John Boland had done as Dean of Research. Professor Boland's time as Dean of Research had been a successful period which saw Trinity produce ground-breaking research in many areas.

BD/17-18/033

University Council

The Board noted and approved the draft Acta of the Council meeting of 27 September 2017.

BD/17-18/034

Any Other Urgent Business

There were two items of any other business as follows:

(i) Department of Education and Skills Guidance Note on the Use of Fixed Term Contracts

The Director of Human Resources, Ms Antoinette Quinn attended for this item.

The Provost welcomed the recently-appointed Director of Human Resources to her first Board meeting. The Director of Human Resources advised the Board that Trinity had acknowledged receipt of the guidance note with the Department of Education and Skills, as was the case in other universities. A series of proposals had been prepared in response and a process of consultation with staff representative groups will commence shortly. An update on this matter is to be provided at the next meeting of the Board.

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(ii) Nassau Street Entrance

In response to a comment by a Board member, the Bursar/Director of Strategic Innovation provided the Board with an update of the works being carried out at the Nassau Street Entrance. It was noted that the current temporary surface will be replaced in early 2018 and that there are a series of tests being conducted on the final proposed surface. It was also noted that the University's dissatisfaction with the initial works had been conveyed to the contractor involved.

Professor Lucey left the meeting at this point.

SECTION A.2

This item was taken in advance of item (ii) Nassau Street Entrance above.

BD/17-18/035 Sick Leave Absence Management Policy

The Director of Human Resources, Ms Antoinette Quinn attended the meeting for this item.

Ms Quinn provided the Board with a summary of the considerations given to the Sick Leave Absence Management policy to date, noting that the policy had been previously considered by the Board and that it had been subsequently amended to incorporate suggestions made at that time.

In response to the comments received from Board members, it was agreed to approve the policy subject to the following amendments being made:

- (i) Section 6 Managers, 6.2 Procedure for Managers
Third bullet-point to read "Managers shall consult with Employee Relations...".
- (ii) Section 6.2
First bullet-point to read "Managers must ensure a record is maintained of all employees' sick leave...."

Action/Decision

035.1 The Board noted and approved the memorandum from the Director of Human Resources and the Sick Leave/ Absence Management Policy contained within, subject to the following amendments:

- (i) **Section 6 Managers, 6.2**
Third bullet-point to read "Managers shall consult with Employee Relations...".
- (ii) **Section 6.2** First bullet-point to read "Managers must ensure a record is maintained of all employees' sick leave...."

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

SECTION B**BD/17-18/036 Board Business**

- (i) Callover
The Board noted the Board Callover from the meeting of 20 September 2017.
- (ii) Outcomes
The Board noted the Board Outcomes from the meeting of 20 September 2017.

Incorporating 6.2 amendments approved at subsequent Board meetings

BD/17-18/037 Equality Committee

The Chair of the Equality Committee advised the Board of some of the main items of relevance to the Board.

In response to a query from a Board member, the Secretary to the College advised that the Gender Identity and Gender Expression Policy was being reviewed at present. The Vice-Provost/Chief Academic Officer also advised that Trinity had been regarded as a model of best practice in this respect at a recent meeting of the IUA Registrars' Group.

The Board noted and approved the the draft minutes of meeting of 4 October 2017.

BD/17-18/038 Finance Committee

The Treasurer/Chief Financial Officer invited the Board's attention to those minutes of particular relevance to the Board.

Responding to comments from Board members, the Treasurer/Chief Financial Officer advised that minutes of the Finance Committee are written in an acceptable format as is used by other committees. However, to allow the Board to have greater visibility, it was agreed that more specific financial information is to be contained, as appropriate, in future sets of minutes of the meetings of the Finance Committee.

In relation to a query in respect of the use of space in the Trinity Long Room Hub (TLRH), the Treasurer/Chief Financial Officer clarified that the Director of TLRH is to engage with the Director of CRU to ensure that any remaining availability of event space, outside of the planned usage by the TLRH, can be utilised for commercial activity.

In response to a query from a Board member, the Treasurer/Chief Financial Officer provided an update to the Board in relation to the recommendations contained in the Internal Audit report on the recent cyber-fraud incident in Trinity Development and Alumni (TDA). He noted that the financial aspects of the TDA will be provided by the Financial Services Division going forward under an agreed service level agreement.

Responding to queries and comments from Board members, in relation to minute FN/17-18/3 and the proposed increase in EU and Non-EU postgraduate fees, the fact that the Finance Committee is an agent of the Board and has authority to approve fee increases, as specified in the Statutes, was acknowledged.

Noting comments from Board members in respect of the potential implications of the proposed fee increases and the importance of supporting student services, the Provost advised the Board that such fee increases had been proposed by the Finance Committee by means of addressing the significant financial deficit currently being carried by the university. He further noted the ongoing reduction in Government funding to the university and advised that the university could be perceived as being financially negligent if actions were not taken to mitigate the deficit. He also advised of the possibility that the autonomy of the university could be compromised where an external party could be appointed to manage the financial affairs of the university should it be deemed appropriate by the Minister of Education and Skills.

The Treasurer/ Chief Financial Officer clarified that the potential for postgraduate fees to increase is currently communicated on the fees website. He advised that there would be adequate time to communicate the future fee levels as they are not to come in to effect until the academic year 2018/19. He emphasised the importance of trying to increase revenue streams for the university and noted that there had been previous years where there were no increases in postgraduate fees. He also advised that current financial deficit is a serious matter with Trinity being invited for the first time to attend the HEA Finance Committee in November 2017.

Concluding the discussion on this item, Board requested Finance Committee to reconsider the proposed increase in student fees under Matters Arising at the next meeting of the Finance Committee.

Action/Decision

038.1 The Board noted and approved the draft minutes of the meeting of 22 September 2017.

038.2 It was agreed that more specific financial information is to be contained, as appropriate, in future sets of minutes of the meetings of the Finance Committee.

038.3 It was also agreed that the proposed increase in student fees would be revisited under Matters Arising at the next meeting of the Finance Committee.

BD/17-18/039 Library and Information Policy Committee

The Board noted and approved the draft minutes of the meetings of (i) 29 May and (ii) 6 June 2017.

SECTION C

BD/17-18/040 2010 Consolidated Statutes - Changes to Schedule 1 to Chapter on Committees

In response to comments from a Board member, the Board noted and approved the Memorandum from the Registrar, circulated, dated 28 September 2017 subject to the following amendment:

The references to “a nominee of” and “or nominee” are to be removed from the membership of the Human Resources Committee.

BD/17-18/041 Higher Degrees

The Board noted Higher Degrees, approved by the sub-committee of Board and Council on 27 September 2016.

BD/17-18/042 Sealings

The Board noted the sealings, as circulated.

This information is restricted due to commercial sensitivity.

BD/17-18/043 Prizes and Other Awards

(i) Gold Medal Recommendations 2017

The Board noted and approved the Memorandum from the Senior Lecturer/Dean of Undergraduate Studies, circulated, dated 10 October 2017, see Appendix 1 to this Minute.

(ii) Establishment of three new prizes in honour of Professor W. C. Campbell

The Board noted and approved the Memorandum from the Head of Zoology, Professor Yvonne Buckley, circulated, dated 11 October 2017.

(iii) Ferrar Memorial Prize - Re-configuring and Renaming of award

The Board noted and approved the Memorandum from the Head of Classics, Professor Monica Gale, circulated, dated 11 October 2017.

BD/17-18/044 Trinity Endowment Fund - Students' Union Placement Bursary

The Board noted and approved the Memorandum from the Treasurer/Chief Financial Officer, circulated, dated 5 October 2017.

BD/17-18/045 Related Entity Financial Reporting

The Board noted the memorandum from the Treasurer/Chief Financial Officer, circulated, dated 10 October 2017.

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BD/17-18/046 Equality Committee Annual Report 2016/17

The Board noted the Memorandum from the Chair of the Equality Committee, circulated, dated 10 October 2017.

BD/17-18/047 Loan Request for the Book of Durrow to the British Library

The Board noted and approved the Memorandum from the Librarian and College Archivist, circulated, dated 12 October 2017.

SECTION D

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

Signed:

Date:

Appendix 1 to Minute BD/16-17/043(i)

Gold Medals 2017

Course	Name
TSM, Philosophy and Jewish and Islamic Civilisation	Agnew, Rosalin
Human Health and Disease	Arafa, Donia (<i>Sch</i>)
Computer Science	Barisch Rooney, Jeremy
Economic and Social Studies	Barry, Christopher
Natural Sciences: <i>Environmental Science</i>	Beatty, Leanne
Medicine	Beirne, Ellen
Theoretical Physics	Bennett, Daniel
Pharmacy	Bennett-Lenane, Harriet
Natural Sciences: <i>Chemistry</i>	Berney, Mark (<i>Sch</i>)
Engineering	Bhardwaj, Peru
Natural Sciences: <i>Physics</i>	Blake, Iwan (<i>Sch</i>)
Philosophy, Political Science, Economics and Sociology	Bowe, Frieda
Management Science and Information Systems Studies	Boylan, Jamie
TSM, History and English Literature	Brady, Helen (<i>Sch</i>)
Computer Science	Brennan, Conor (<i>Sch</i>)
Economic and Social Studies	Brennan, Laura
TSM, English Literature and German	Brennan, Conor (<i>Sch</i>)
Engineering	Buckley, Tiernan
Engineering	Buggy, Rhys
Natural Sciences: <i>Physics</i>	Byrne, Emmet
Pharmacy	Comer, Matthew (<i>Sch</i>)
TSM, Economics and Mathematics	Connolly, Aron
Pharmacy	Conway, Anthony
Pharmacy	Corbet, Sean
Economic and Social Studies	Crowe, Louise
Mathematics	Curley, Megan
Mathematics	Daly, Mark
Sociology and Social Policy	Daly, Andrew
TSM, English Literature and Greek B	Daly, Alastair
Nursing Studies (<i>General Nursing</i>)	Donizak, Joanna
TSM, Geography and Sociology	Donnelly, Niamh
Nursing Studies (<i>General Nursing</i>)	Dooley, Rebecca
History and Political Science	Doughty, Christopher (<i>Sch</i>)
Economic and Social Studies	Dowd, Andrew
Medicine	Duff, Eimear (<i>Sch</i>)
Medicine	Dunne, Esme (<i>Sch</i>)
English Studies	Dunsker, Leo (<i>Sch</i>)

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History and Political Science	Earley, Áine
TSM, French and English Literature	Egan, Fionnuala
Management Science and Information Systems Studies	Ellis, Niamh
Engineering	Fagan, Cormac
Natural Sciences: <i>Physics and Astrophysics</i>	Feeney-Johansson, Anton
History	Ferrity, Benjamin Matthew
TSM, Philosophy and English Literature	Fleming, Will
Music Education	Flynn, Michael Peter
Natural Sciences: <i>Zoology</i>	Forbes-Roe, Megan
Engineering	Garg, Abhinav
Medicine	Gilroy, Darina Ann
TSM, Philosophy and Russian	Graef, Julian Rene (<i>Sch</i>)
Economic and Social Studies	Green, James
Engineering	Gupta, Siddharth (<i>Sch</i>)
Theoretical Physics	Halpin, Sarah
Medicine	Heaney, Áine
Natural Sciences: <i>Physics</i>	Herbert, Holly
Engineering	Higgins, Amber
Computer Science	Hogan, Jason
Law and Business	Hogan, Benn (<i>Sch</i>)
Computer Science	Houlihan, Eoin
Engineering	Jain, Shekhar
Nursing Studies (<i>General Nursing</i>)	Jankauskaite, Agne
TSM, Mathematics and Economics	Kearns, Emmet
Medicine	Kennedy, Fionnuala
Law and Business	Kiely, Gavin
Drama and Theatre Studies	Kinahan, Claudia
TSM, History and Economics	King, Philip
Computer Science	Leacy, David
TSM, Geography and Mathematics	Leakey, Shannon
Economic and Social Studies	Leen, Conor
Occupational Therapy	Lombard, Kim
Psychology	Lundy, Emma
Medicinal Chemistry	Lynch, Dylan
Natural Sciences: <i>Microbiology</i>	Lyons, Kevin
Theoretical Physics	Madigan, Maeve (<i>Sch</i>)
Philosophy	Maguire, Ruairí William (<i>Sch</i>)
Computer Science	Manly, Anthony
Mathematics	Martin, Seán
Classics	Martin, John Francis (<i>Sch</i>)
Natural Sciences: <i>Chemistry</i>	McCarthy, William
Computer Science and Language	McCarthy, Ailish
Engineering	McDonnell, Emily

TSM, English Literature History	McGovern, James
Engineering	McKay, Darragh (<i>Sch</i>)
Natural Sciences: <i>Zoology</i>	McKeon, Caroline
English Studies	McKinley, Rivkah
Pharmacy	McLoughlin, Eavan
Computer Science and Language	McMahon, Aisling
History and Political Science	Molloy, Ciara (<i>Sch</i>)
Medicinal Chemistry	Moloney, Mark
Drama and Theatre Studies	Morgan, Briony
Pharmacy	Morley, Aaron
Law and Business	Mulligan, Niall (<i>Sch</i>)
Natural Sciences: <i>Physics</i>	Murphy, Conor
Natural Sciences: <i>Physics and Astrophysics</i>	Murphy, Pearse
Computer Science and Language	Murphy, Eoin
Medicine	Nath, Neelam Devi
Natural Sciences: <i>Plant Sciences</i>	Neill, Andrew (<i>Sch</i>)
Natural Sciences: <i>Chemistry</i>	Nelis, Daniel
TSM, German and Modern Irish	Ní Dhomhnaill, Niamh (<i>Sch</i>)
Mathematics	Níc Dhonncha, Soibhne
Engineering	Nolan, Sorchá (<i>Sch</i>)
Dental Science	Nowak, Sylwia (<i>Sch</i>)
Natural Sciences: <i>Physics</i>	O Suilleabhain, Domhnall
Medicine	O'Byrne, Lisa
TSM, History and Economics	O'Donovan, Seamus
Economic and Social Studies	O'Dwyer, Aisling
Medicine	O'Neill, Karen
Management Science and Information Systems Studies	O'Reilly, Aisling
Deaf Studies	O'Reilly, Deirdre
Natural Sciences: <i>Zoology</i>	Orr, James (<i>Sch</i>)
Computer Science and Business	O'Sullivan, Alice
English Studies	Purtill-Clarke, Remie
Economic and Social Studies	Rebet, Ludivine
Computer Science	Reidy, Lorcan
Economic and Social Studies	Reihill, Mark
Natural Sciences: <i>Chemistry</i>	Ring, Dónal (<i>Sch</i>)
Medicine	Ryan, Paul
Medicinal Chemistry	Scanlon, Rory
Computer Science	Shaw, Andrew
Natural Sciences: <i>Physics and Astrophysics</i>	Shelley, Warren
Medicinal Chemistry	Smith, Simon (<i>Sch</i>)
Economic and Social Studies	Snow, Gareth
Medicinal Chemistry	Suits, Timothy

Natural Sciences: <i>Immunology</i>	Turley, Joanna Letitia
Mathematics	Tyrrell, Brian
Classics	Von Behr, William (<i>Sch</i>)
Management Science and Information Systems Studies	Walsh, Ciara
Pharmacy	Warren, Shauna (<i>Sch</i>)
TSM, Spanish and Modern Irish	Weakliam, Peter (<i>Sch</i>)
Theoretical Physics	Weitbrecht, Jessica
Mathematics	Wynne-Cattanach, Bethan Lily