

Incorporating any amendments approved at subsequent Council meetings

XX = Board relevance

Trinity College Dublin The University of Dublin

A meeting of the University Council was held on Wednesday 30 September 2020 at 11.15am remotely and hosted from the Provost's Library.

Present	Provost, Vice-Provost/Chief Academic Officer, Registrar, Senior Lecturer/Dean of Undergraduate Studies, Dean of Graduate Studies, Dean of Research, Vice-President for Global Relations, Dean of Students, Dean of Engineering, Mathematics and Science, Dean of Health Sciences, Professor D. Murchan, Professor C. Kelly, Professor M. Lyons, Professor A. O'Connor, Professor M. Monaghan, Professor M. Ruffini, Professor L. O'Driscoll, Professor B. O'Connell, Professor C. Donnellan, Professor A. Long, Ms. D. Kelleher, Ms M. O'Connor, Ms. J. Whelan, Mr D. O'Reilly.
Apologies	Dean of Arts, Humanities and Social Sciences, Senior Tutor, Professor S. Alyn Stacey, Professor D. Shepard, Mr. F. Frank, Dr. A. Guha.
In attendance	Secretary to the College, Academic Secretary, Librarian and College Archivist, Director of Student Services, Assistant Academic Secretary, Ms A. Bhattacharjee, Ms. A. Crawford.
Observers	Mr. D. Ringis.

SECTION A

The Provost welcomed everyone to the first Council meeting of the 2020/21 academic year. He requested that Council members declare any potential conflicts of interest in relation to the agenda. The Secretary noted that Professor M. Monaghan had declared a conflict of interest for item C.13 sub-item 11 'FAHSS Final Review Panel Recommendations: Conversion to Established Post (to be tabled)'. The Secretary recommended that this not be considered a conflict of interest as item C.13 is for noting only (not approval) and that Professor M. Monaghan remain at the meeting for this item.

The Dean of Engineering, Mathematics and Science joined the meeting.

CL/20-21/001 Declarations by new Members and Observers

The new members of Council made the required statutory declarations.

CL/20-21/002 Minutes

The minutes of the meeting of Council on 16 June 2020 were approved and signed.

The proposed amendments to the list of attendees in the minutes of 11 March 2020 were approved.

The minutes of 13 May 2020 with the inclusion of the words 'for 2020/21 only' after the words 'continues to be an option in Computer Science, Linguistics and a Language' under paragraph 1 of

item CL/19-20/152 'Integrating Non-Pillar Subjects' were approved.

CL/20-21/003 Matters Arising

(i) The Dean of Health Sciences updated Council on Matters Arising relating to CL/19-20/206 'Quality Review of the School of Medicine', namely CL/19-20/206.1, CL/19-20/206.7, CL/19-20/206.8 and CL/19-20/206.9, providing a summary of the work progressed to-date. The Dean of Health Sciences reported that she is working with the School of Medicine on the School Implementation Plan, which will address the recommendations of the review report, and that this will be presented to the Quality Committee at its November 2020 meeting. She highlighted that the School of Medicine has been focused on the interim visit by the Medical Council to the School scheduled for the 1 October 2020 and that meetings will be held between the Faculty and the School in October to progress work on the School Implementation Plan.

Referring to CL/19-20/206.7, the Dean of Health Sciences highlighted that she had undertaken a comparative analysis of leading Medical Schools in the US, Ireland, and the UK. She noted that while the title 'Dean' is used in the US this is not readily transferable to Ireland as Medical Schools in the US are embedded in hospital settings and operate autonomously. Referring to the Irish landscape the Dean of Health Sciences explained that a number of universities such as UCD, consist of Colleges rather than Faculties with a Principal designated as a Head of College and the Head of School designated as Dean. In the UK, she referred to the University of Oxford, which consists of Heads of Divisions and Heads of Departments, whereas in Cambridge the title 'Head of School' is used.

Action:

CL/20-21/003.i:1: The Dean of the Faculty of Health Sciences to bring a proposal relating to Head of School of Medicine title to a future meeting of Council.

(ii) The Dean of Graduate Studies referred Council to CL/19-20/210.ii.2 reporting that she had contacted the course director of the course in Economic Policy regarding the involvement of Social Policy in the course. She reported that the start date of the course has been postponed and that discussions are continuing with Social Policy on its involvement in the course.

Action:

CL/20-21/003.ii.1: The Dean of Graduate Studies to follow-up on the involvement of Social Policy in the course on Economic Policy with the course director.

Ms. D. Kelleher joined the meeting.

CL/20-21/004 Provost's Report

(i) Phased Resumption of Activities on Campus

The Provost updated Council on the Phased Resumption of Activities on Campus highlighting that the group chaired by him met every two weeks over the summer. He acknowledged and commended the significant work undertaken and progressed by the Resumption of Teaching Activities sub-group, chaired by Professor Áine Kelly, Associate Dean for Undergraduate Science Education (ADUSE). The sub-group, he explained, provided oversight on timetabling to support the commencement of teaching activities on 28 September 2020, addressed issues relating to in-person teaching, sourced appropriate teaching spaces and seating arrangements, and established the number of college personnel and students permitted on campus at any one time. The Vice-Provost/Chief Academic Officer will be convening a group on Continuing Teaching Activities on Campus to follow-on from the work of the Resumption of Teaching Activities sub-group.

The Provost noted that the recent move of Dublin to level 3 under government COVID-19 guidelines has resulted in a small number of scheduled in-person teaching activities moving online with some activities in the Faculty of Health Sciences and the Faculty of Engineering, Mathematics and Science continuing as planned, due to teaching taking place in laboratories, requiring physical presence, or to fulfil professional accreditation requirements. He advised that some in-person teaching planned for in the Faculty of Arts, Humanities and Social Sciences has moved online.

Referring to timetabling, the Provost highlighted that he had held discussions with the TCD Students' Union on how timetabling is working across College, acknowledging that while the majority of Schools had completed their timetabling in advance of teaching term, some Schools had not, resulting in added stress for students. The Vice-Provost/Chief Academic Officer explained that the issue related to the organisation of tutorials, which can only occur once all students are registered, and that delays in student registration and the need to resolve timetabling clashes manually, led to delays in finalising timetables in some Schools. He added that the issues arising this year have now been addressed. The Vice-Provost/Chief Academic Officer noted that there had been some technical delays relating to open modules and confirmed that work was undertaken by IT Services to address this.

(ii) Trinity Strategic Plan 2020-2025 and non-capital projects

The Provost informed Council that while there will be some changes to the Strategic Plan published in March 2020, most of the goals and strategic objectives will remain unchanged. The Inspiring Generations Campaign, he highlighted, had raised €350 of its target of €400 million, noting that the COVID-19 crisis had not reduced the fund-raising capacity of the Campaign.

Referring to non-capital projects, the Provost expressed his delight that the Trinity Education will be launched on 21 October 2020 by the EU Commissioner Mariya Gabriel, Commissioner for Innovation, Research, Culture, Education and Youth. He added that the new Associate Dean of Undergraduate Common Architecture (ADUCA) was also appointed over the summer.

The Provost highlighted that the Provost's Council, consisting of leading Trinity alumni and supporters acting as advisors to the Provost and College, had a very constructive meeting on ZOOM on 4 September 2020. He also noted that the Hiring Project to strengthen the hiring of professorial Chairs and comprising the Dean of Research, the Faculty Deans, Secretary to the College, and the Vice-Provost/Chief Academic Officer, has resulted in several offers of Chairs being made.

Work on phase 1 of The Trinity St. James' Cancer Institute progressed well over the summer, and a Strategic Assessment Report (SAR), a legislative requirement, was submitted to the Department of Health.

The Vice-Provost/Chief Academic Officer updated Council on CHARM-EU (Challengedriven, Accessible, Research-based, Mobile European University), an Erasmus + project funded by the European Commission, consisting of the five partner universities, the University of Barcelona, Trinity College Dublin, Utrecht University, Eötvös Loránd University and University of Montpellier. He advised that there are two deliverables, one relating to a governance model for the development of a European University, and the other, a Master's course in Global Challenges for Sustainability, which following approval is expected to be delivered from September 2021/22.

(iii) Capital projects

Updating Council on the progress of capital projects, the Provost reported that Printing House Square with 250 new student residences is progressing and on budget, and that

the Rubrics and Chief Stewart's House has had significant work progressed over the summer months with a planning application expected to be submitted in October 2020. The E3 Learning Foundry will see the second phase of demolitions commence in October 2020, he advised, adding that work is ongoing on the development of the business case for the E3 Research Institute, and that a SAR has been submitted to government for the TTECH site.

Referring to the Old Library Refurbishment project, the Provost reported that the planning permission application was submitted, and the Librarian and College Archivist advised that College is awaiting the outcome of the application.

(iv) Foundation Scholarship

The Senior Lecturer/Dean of Undergraduate Studies explained that there are logistical challenges facing Foundation Scholarship this academic year due to the timing of semester 1 examinations and changes brought about by the introduction of the new undergraduate common architecture. He informed Council that Scholarship had been discussed by the Undergraduate Studies Committee (USC) at its meeting of the 15 September 2020 (USC/20-21/006), and while no definitive proposal had been agreed on the conduct of Scholarship Examinations in January 2021, USC had supported the change in timing of the examinations to 25 January 2021 and the proposed organisation of Scholarship papers under the common architecture structure. He reported that Scholarship would be an item for discussion at the October meeting of USC with a view to making a recommendation to Council and Board for consideration and approval.

The Provost invited questions and comments on his report.

The Students' Union Education Officer raised an issue relating to open module allocation, highlighting that as some students were not offered their open modules of choice this may present challenges for these students in meeting module pre-requisites in the sophister years, which is likely to affect their ability to graduate.

Action:

CL/20-21/004.1: The ADUCA to examine issues relating to the allocation of open modules and sophister module pre-requisites to ensure that all students can meet the academic requirements of their programmes in order to successfully graduate.

CL/20-21/005 Consolidated Annual Faculty Quality Report 2018/19

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The Vice-Provost/Chief Academic Officer introduced the Consolidated Annual Faculty Quality Report (AFQR) 2018/19, highlighting that this is the sixth Consolidated AFQR considered by Council on quality assurance and enhancement activities at School and Faculty level and includes School Action Plans for the first time. He explained that the report is distilled from three AFQRs, which are discussed at Faculty level and reviewed by the Quality Committee. The 2018/19 report, he noted, is especially important in the context of the Quality and Qualifications Ireland (QQI) Institutional Review of Trinity, scheduled to take place in October 2021.

The Vice-Provost/Chief Academic Officer presented the highlights/initiatives and risks/issues identified in the report for each Faculty. Highlights/initiatives reported for the Faculty of Arts, Humanities and Social Sciences (AHSS) included, Schools undertaking substantial curriculum revision in response to TEP, 38 students registered on dual-degree programmes with Columbia University, and a Faculty allocation of €5,000 to all Schools in 2018/19 for Athena Swan. Risks/issues identified by the Faculty were the quality of teaching and learning spaces, high student:staff ratios, inadequate College systems resulting in duplication of effort, and the challenges of implementing TEP as well as compressed timelines due to the new Academic Year Structure (AYS).

The Vice-Provost/Chief Academic Officer reported that the Faculty of Health Sciences, presented highlights/initiatives relating to Athena Swan, Inter-Professional Learning (IPL), with the first IPL workshop run through the Trinity Simulation Suite at St. James' Hospital, and the provision of six funded workshops on 'responding to distressed people'. Risks/issues identified by the Faculty were, the impact of COVID-19 resulting in challenges relating to access to placements and the ability to complete clinical hours for accreditation bodies, the quality of teaching and learning spaces, External Examiners access to Blackboard, and the new Revenue requirement for External Examiners to submit Personal Public Service (PPS) numbers.

The Vice-Provost/Chief Academic Officer outlined the highlights/initiatives for the Faculty of Engineering, Mathematics and Science (EMS), namely, the appointment of international Global Directors in all Schools resulting in new taught programmes at undergraduate and postgraduate levels, and four Schools submitting applications under Athena Swan. Risks/issues identified by the Faculty, included, the impact of the fixed timetable introduced under TEP, decline in PhD numbers, and the quality of teaching and learning spaces.

The Vice-Provost/Chief Academic Officer concluded by acknowledging the many positive initiatives and examples of good practice at School and Faculty level, noting that due to variances in the level of detail provided in Actions Plans and the different approaches taken by Schools, there is a need for further guidance from the Quality Office on Action Plans for the coming year. He outlined the recommendations of the Quality Committee as follows.

- Actions plans to be systematically followed-up at School and Faculty Executive level to ensure closure of the feedback loop (QC/19-20/034.3).
- A progress column to be added to the AFQR Action Plan template and timelines included (QC/19-20/034.4).
- External Examiner recommendations to be discussed at School and Discipline Committees to ensure follow-up (QC/19-20/034.5).
- There should be a formal requirement for student representatives to attend School committee meetings when the results of evaluations are discussed (QC/19-20/034.6).

The Provost thanked the Vice-Provost/Chief Academic Officer for his report and asked if a similar report is available for College services and divisions. The Vice-Provost/Chief Academic Officer explained the remit of the Quality Committee has been extended to include an annual report to Council and Board on Academic and non-Academic areas. He further advised that corporate and professional services will be assessed as part of the QQI Institutional Review.

Decision:

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CL/20-21/005.1: Council approved the Consolidated Annual Faculty Quality Report 2018/19 and the recommendations of the Quality Committee above.

CL/20-21/006 Review of Quality Assurance Policies/Procedures for Marino Institute of Education (MIE)

The Registrar introduced the Report of the Linked Provider Working Group (LPWG) on the review of the Marino Institute of Education (MIE) Quality Assurance (QA) Procedures noting that the work was undertaken by his predecessor, Professor Paula Murphy. He outlined the membership of the LPWG, which was chaired by the Registrar, acknowledging the contribution of several staff across College divisions and services to the review of the QA Procedures. The review process, the Registrar explained, consisted of assigning MIE QA policies/procedures to relevant College Officers, Academic Affairs staff and appropriate academic and professional colleagues from across College, with the review reports and recommendations presented to the LPWG for consideration and approval. The LPWG met on four occasions from March 2019 to June 2020 to consider several iterations of policies/procedures in response to the recommendations made to

MIE by the Group.

The Registrar outlined the next steps following approval of MIE policies and procedures by Council and Board, namely:

- MIE to publish the approved policies and procedures on its website and submit a copy of published procedures to Trinity and QQI.
- Trinity in its capacity as Designated Awarding Body (DAB) to schedule a quality review of MIE within 12-18 months to demonstrate that the approved policies/procedures are being implemented.

He concluded his report by referring to the enhancement of the Terms of Reference (TOR) of the Quality Committee to strengthen the oversight of Linked Provider QA procedures, and the provision of an annual extraordinary meeting to discuss/monitor institutional-level QA matters in the Associated Colleges Degrees Committee (ACDC) TOR from 2020/21.

The Provost thanked the Registrar for the report and all those involved in the process, and invited questions and comments.

Speaking to the item, the Vice-Provost/Chief Academic Officer advised Council that the Quality Committee had discussed the Report of the LPWG at length as Trinity needs to be satisfied that the QA policies/procedures of Linked Providers meet the required quality standards. He noted MIE's engagement throughout the process and its commitment to QA reflected in its appointment of a Quality Officer. He confirmed that the Royal Irish Academy of Music's (RIAM) QA Procedures were approved by Council in May 2020 (CL/19-20/153.1).

Decision:

CL/20-21/006.1: Council approved the Report of the LPWG on the review of Quality Assurance Policies and Procedures for Marino Institute of Education and the MIE Quality Assurance Policies and Procedures.

CL/20-21/007 Drugs Policy

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The Dean of Students introduced the proposed Trinity College Dublin policy on drugs explaining that it aims to provide clarity and transparency on:

- the use of drugs and the legislation relating to it, and the interaction of the policy with other College policies and student codes of conduct,
- how students using drugs can be supported to continue in College, if possible,
- the responsibilities of Trinity staff and students in the event they suspect that a student is taking drugs.

The Dean of Students acknowledged the work of her predecessor on the policy and that of the Working Group convened to draft the policy. She highlighted that the policy was considered and approved by the Student Life Committee on 26 May 2020 and approved by the Executive Officers' Group (EOG) on 2 June 2020. She drew Council's attention to Appendix 1, Schedules of the 2010 Consolidated Statutes of the College relevant to the Policy.

The Provost noted the importance of the policy and advised Council that normally such policies are considered by the College Board, but since it relates to student conduct it is being presented to Council for consideration and recommendation to Board.

Responding to queries from the Provost and Senior Lecturer/Dean of Undergraduate Studies relating to the scope of the policy, and if alcohol, cognitive enhancers, steroid use and the abuse of medication fall under its remit, the Dean of Students referred to the definition of the term 'drug' under 1.3 of the policy. The policy only addresses drugs referred to in the legislation, which refers to any controlled substance defined by the Misuse of Drugs Act (1977, 1984, 2015) and the

Criminal Justice (Psychoactive Substances) Act 2010 and prescription medication where the medicines have not been prescribed for the person in possession of them or using them, and/or prescription medication that is not taken in accordance with a physician's directions.

The Students' Union Education Officer in referring to the misuse of medication, steroids and cognitive enhancers highlighted that as part of National Integrity Week a panel will be convened to look at the reasons underpinning students' misuse of medication, and she invited Trinity's support on this. Referring to the training of staff on the misuse of drugs, it was felt that tutors should also be trained, and the Dean of Students agreed to raise this with the Senior Tutor.

Members emphasised the importance of the policy and their endorsement of it, and it was recommended to include the word 'illicit' in the title so that the policy scope was clear. It was also suggested to add wording to include reference to addictive behaviours and the misuse of medication under '1. Context (iv)' as follows, 'Serious mood disorders and addictive behaviours to which the use of illicit drugs and misuse of medication are major contributory factors'.

Decision:

CL/20-21/007.1: Council approved the Drugs Policy with the inclusion of the word 'illicit' in the policy title and the inclusion of wording under '1. Context (iv)' as above.

Actions:

CL/20-21/007.2: The Dean of Students to raise with the Working Group how the use of cognitive enhancers, steroids and the misuse of medication could be addressed. **CL/20-21/007.3**: The Dean of Students to discuss tutor training on the misuse of drugs with the Senior Tutor.

CL/20-21/007.4: The Dean of Students to discuss Trinity's involvement in National Integrity Week with the Students' Union Education Officer.

CL/20-21/008 Science, Technology, Engineering and Mathematics at TCD

XX The Dean of Engineering, Mathematics and Science referred to the memorandum on the proposed change to the name of the Faculty of Engineering, Mathematics and Science (EMS) to Science, Technology, Engineering and Mathematics (STEM) explaining that the term STEM is widely used and understood, while EMS requires repeatedexplanation to individuals external to Trinity. She advised that the formal insertion of Technology in the name of the Faculty befitted on-going initiatives within the Faculty such as E3, and the development of new programmes in the area of technology. The Dean highlighted support for the name change from the Faculty Executive Committee (July and November 2019) and the EOG on 2 September 2020, advising if the proposal is approved by Council and Board preparatory changes can be undertaken in time for a January 2021 launch date with full implementation across college by September 2021.

Council welcomed the change and members agreed that it was a more apt title especially since the acronym STEM is now ubiquitous.

Decision:

CL/20-21/008.1: Council approved the proposed change to the name of the Faculty of Engineering, Mathematics and Science to STEM (Science, Technology, Engineering and Mathematics).

CL/20-21/009 Any Other Urgent Business

There was no Any Other Urgent Business.

SECTION B

CL/20-21/010 Global Relations Committee

The minutes of the meeting of 14 September 2020 were noted and approved.

CL/20-21/011 Quality Committee

The minutes of the meeting of 9 June 2020 were noted and approved.

CL/20-21/012 Student Life Committee

The minutes of the meeting of 26 May 2020 and 8 September 2020 were noted and approved.

CL/20-21/013 Undergraduate Studies Committee

Decision:

CL/20-21/013.1: Council noted and approved the minutes of 15 September 2020 and the appendix 'Approval of Additional Degree Destinations for the Trinity International Foundation Programme'.

SECTION C

CL/20-21/014 Administrative Procedures in the Summer Session

The Council noted the Memorandum from the Secretary to the College dated 23 September 2020, including:

- (i) Undergraduate Studies Committee: Curriculum Changes to BSc in Early Childhood Education
- (ii) Calendar (Part II): Addition to Regulations for Recording of Lecturers
- (iii) Membership of the University Council
- (iv) Programme Director
- (v) School Directors
- (vi) Heads of Discipline
- (vii) Additional Member of Asylum Seeker Access Provision Working Group
- (viii) Other Directors
- (ix) Senior Academic Promotions: Faculty Review Committee Membership
- (x) Selection Committee: Director of CONNECT
- (xi) FAHSS Final Review Panel Recommendations: Conversion to Established Post
- (xii) Junior Academic Progressions Committee Recommendations
- (xiii) Summary of Staff Appointments
- (xiv) Nominations for Appointment
- (xv) Selection Committees

CL/20-21/015 Higher Degrees—Reports of Examiners

The Council noted and approved the reports of examiners on candidates for higher degrees, approved by the sub-committee of Board and Council on 3 June 2020 and noted by Board on 17 June 2020.

Higher Degrees by Research Alone

M.D	John Aird.
PhD	Salaheddin Alakkari, Charles Brand, Emer Browne, Conor Michael Byrne, Serena Clark, Ricardo Machado Cruz, Silvia Decadri, Rodolfo Gomes BeneVenuto, Oonagh Mary Griffin, Eleanor Hollywood, Dean Huggard, Richard James Jenkins, Francis Leahy, Claire McGrory, Ronan Joseph Mulhaire, Anna Nicolaou, Mary Isabel O'Dea, Ciara Marie O'Higgins, Niall Ó Súilleabháin, Mohammadamin Rezaei, Inga Sabanova, Saptarshi Sarkar, Arunima Sethi, Conor Sexton, Shi Shang.

- D. Ch.Dent Mohammad Alghtani
- D. Music. Perf. Alexander Bernstein
- Rachel Louise Byrne, Owen Christopher Cassidy, Sarah Alicia Hughes, M.Sc. Kate Lawler

CL/20-21/016 **Head of School**

The Council noted that the Board had approved the following nominations:

- (i) Professor Derek Nolan as Head of School of Biochemistry and Immunology for a threeyear term commencing 1 July 2020;
- Professor Michael Lyons as Head of School of Chemistry for a second three-year term (ii) to end on 30 June 2023;
- (iii) Professor Anne Fitzpatrick as Head of School of Languages, Literatures and Cultural Studies for a one-year term commencing 24 June 2020;
- (iv) Professor Fintan Sheerin as Head of School of Nursing and Midwifery for a three-year term to end on the last day of the academic year 2022/23;
- (v) Professor Jonathan Coleman as Head of School of Physics for a three-year term commencing 1 July 2020.

CL/20-21/017 **Interim Heads of Discipline**

The Council noted and approved the following nominations:

- (i) Professor Catherine Darker as Interim Head of Discipline of Public Health and Primary Care, School of Medicine, for the 2020/21 academic year;
- (ii) Professor Declan McLoughlin as Interim Head of Discipline of Psychiatry, School of Medicine, for the 2020/21 academic year.

CL/20-21/018 **School Directors**

The Council noted and approved the following nominations:

- (i) Professor Robert Armstrong as Director of Teaching and Learning (Undergraduate), School of Histories and Humanities, from 1 January 2021 to end of Trinity term 2022;
- (ii) Professor Joan Lalor as Director of Research, School of Nursing and Midwifery, for a two-year term to end of Trinity term 2022;
- (iii) Professor Fiona Timmins as Director of Teaching and Learning (Postgraduate), School of Nursing and Midwifery, for a two-year term to end of Trinity term 2022;
- (iv) Professor Fabio Boylan as Director of Global Relations, School of Pharmacy and Pharmaceutical Sciences, for a two-year term from 1 Oct 2020 to end of Trinity term 2022;

- Professor Catherine Conlon as Course Director of the Msc in Child Protection & Welfare, and the MSc in Social Policy & Practice, School of Social Work and Social Policy, for a three-year term from 3 June 2020 to 3 June 2023;
- (vi) Professor Virpi Timonen as Course Director of the Bachelor in Sociology and Social Policy, School of Social Work and Social Policy, for a three-year term from 3 June 2020 to 3 June 2023;
- (vii) Professor Sinéad Roden as Director of Teaching and Learning (Postgraduate), Trinity Business School, for a further two-year term to end of Trinity term 2022;
- (viii) Professor Mary-Lee Rhodes as Interim Director of Teaching and Learning (Postgraduate), Trinity Business School, from 1 January 2021 to 31 July 2021

CL/20-21/019 Membership of Academic and Compliance Committees

The Council noted and approved the Memorandum from the Registrar dated 25 September 2020.

SECTION D

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