

UNIVERSITY OF DUBLIN
TRINITY COLLEGE
MINUTES OF THE CAPITATION COMMITTEE
Thursday 29th May 2014
at 10am, Elizabethan Room, House 6

PRESENT: Prof. Mike Jones (deputising for Prof. Moray McGowan, Chair/Senior Dean), Bernadette Banahan (Committee Secretary), Anne-Marie Moore (Financial Services Division), Prof. Kevin O'Kelly (Dean of Students), Eanna Drury (CSC), Ronan Hodson (CSC), Andrew Burrows (CSC), John Lumsden (DUCAC), Conor Traynor (DUCAC), Ryan Kenny (GSU), Sally Gaynor (GSU), Tom Lenihan (SU), Jack Leahy (SU).

APOLOGIES: Cyril Smyth (DUCAC), Drinda Jones (DUCAC), Sile Somers (CSC), Joseph O'Gorman (CSC), Stephen Garry (SU)

IN ATTENDANCE: Simon Evans (SU)

Bernadette Banahan, Committee Secretary circulated the attendance sheet for members' signature. Members gave apologies on behalf of their colleagues (as per the above).

Prof. Mike Jones opened the meeting and explained to members that he has been informed that Prof. Moray McGowan is returning to work in his role as Head of Germanic Studies, but Moray will not be continuing as Senior Dean. Therefore we await the Provost's appointment of a new Senior Dean, which should be soon, as these appointments normally go to Board for approval at this time of year. Mike confirmed that this would be his last meeting, acting as deputy Senior Dean and Chair to the Capitation Committee. This is also the last meeting of the Committee for this academic year 2013-14.

Item 1. 'Review of Draft Minutes of the Committee's meeting of 10th April 2014.':

The draft minutes were circulated to members on 12th May 2014, for their review.

- The Minutes were approved with no amendments.

Item 2. 'Matters Arising from Draft Minutes of the Committee's meeting of 10th April 2014:

- There were no matters arising.

Item 3. 'Review of the meeting held with the Vice Provost on 9th May 2014:

The Chair gave a brief summary of the meeting and the main points were discussed as follows:

- The Chief Financial Officer attended the meeting and gave a presentation of the College overall financial position.
- The Vice Provost then presented the proposal for funding Capitation, which referenced the 10% reduction plan in the 2012/13 budget. The current budget for 2014/15 is €1,068,000 (which reflects the full 10% reduction). Several members discussed and sought clarification on the calculation of the budgetary cuts. There was a concern among members that the 1.25% reduction given in the original 5% budgetary cut for 2013/14, would be collected next year. **Action:** It was agreed that the Chair would communicate with the Vice Provost and the Chief Financial Officer regarding this issue.

- There was further discussion on the mechanisms which could be put in place for future Capitation funding: This would require the individual student bodies' input and participation including a Student Referendum. Members further discussed the various types of student levies which could be proposed and the Student Referendum procedure. It was agreed that this would not be ready for the new academic year (2014/15), but probably the following year. Also consideration needs to be given to students on 'specific hardship' grants who can apply for an exemption from a levy and the appropriate timing of such levies and collection procedure of same. The Committee needs to have a detailed discussion on 'how much to levy students?' One member suggested it should be a minimum of €10 per student, but in order to provide appropriate services probably needs to be €15 to €20 per student. Also the Committee needs to clarify the difference between the new student contribution and the 'core grant'. **Action:** The Chair suggested that members include these items for discussion at the first Capitation Committee meeting in the new academic year.
- John Lumsden on behalf of DUCAC, wished to have noted in the Minutes, DUCAC's disappointment that the Provost didn't make himself available for a brief meeting to discuss funding issues, as the Committee had requested.

Item 4. 'Review of meeting held with Vice President, Global Relations on 12th May 2014' and Item 5. 'Strategies for future funding':

The Chair gave a brief summary of the meeting and the main points were discussed as follows:

- At the meeting the Chair was made aware that previously in 2012, as part of the GRS Phase 1, the Senior Dean on behalf of the Committee had requested funding for a sabbatical officer in the Graduate Students Union. The amount requested and approved was €30K per annum over a 3 year period. This funding was approved on the basis that the commitments for recruiting new students were met. Annemarie Moore had investigated this point. She reported that at this time the recruitment of students' data for 2013/14 is awaited from Academic Registry (figures expected end of June 2014). When confirmation is received that the recruitment target was met, the €30K per annum allocation could then be released.
- The €30K per annum via the GRS was further discussed by members: Ronan Hodson confirmed that once the targets are met, there should be €60K available from Phase 1 of the scheme. In addition Ronan explained that GRS is now moving into Phase 2 funding. **Action:** The Capitation Committee should discuss and focus on participating in Phase 2 and that a strategic discussion on this item is required by this Committee.
- Members noted that this particular approved funding of €30K per annum was a specific request for funding to the GSU, which means it is important to ensure it is used for that purpose. However members, particularly DUCAC, pointed out that the GSU has previously been given financial support by the members who agreed to give the €30K from their core allocations. All members agreed this should be taken into consideration when allocating the GRS funding.

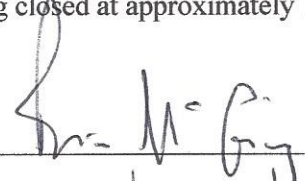
Item 6 'Final Allocation including the Trinity Ball 2013 Surplus':

- Annemarie Moore presented details of the 2013/14 Allocation including the surplus received from the Trinity Ball 2013. The Trinity Ball surplus received for 2013 was €44, 208. The Chair asked if any members had queries regarding the proposed distribution of the allocation as presented – None were received. **Action:** Annemarie Moore asked that members forward her, as soon as possible, a request for the final instalment of their allocation for this year.
- Members discussed the 'Surplus' figure appearing in the Committee's Allocation Accounts and agreed that this should be allocated on a pro-rata basis. Therefore no surplus will be brought forward to next year's accounts.

Item 7 'Any Other Business':

There being no other business for discussion, the Chair called the meeting closed at approximately 11am.

Signed



Date

3 December 2014