



**INTER-OFFICE MEMORANDUM**

**FROM:** Senior Dean  
**TO:** All members of the Capitation Committee  
**DATE:** 16<sup>th</sup> November 2017  
**RE:** **Capitation Committee Meeting – 21<sup>st</sup> November 2017**  
**AGENDA**

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There will be a meeting of the Capitation Committee on Tuesday 21<sup>st</sup> November 2017 in the Elizabethan Room, House 6 at 11.00am.

The Agenda for the meeting will be as follows:

1. Minutes of the last meeting of 27 June 2017 (previously circulated).
2. Matters arising.
3. Presentation of Accounts:  
  
CENTRAL SOCIETIES COMMITTEE  
DUCAC  
GRADUATE STUDENTS' UNION  
STUDENTS' UNION  
TRINITY PUBLICATIONS
4. Annual Reports:
  - (a) Circulated Prior to Meeting;
  - (b) Provision of Summary Annual Reports for:
    - Finance Committee
    - Student Life Committee
5. Allocations for 2017/18 (to be tabled at meeting, Elaine Sharkey)
6. Discussion of Levy Management (Raised by Benn Ó hÓgáin)
7. Any Other Business

Professor John Parnell  
SENIOR DEAN