

## **Minutes of the Capitation Committee**

**28 March 2019**

**At 11.00am in the Elizabethan Room, House 6**

**Present:** Prof. John Parnell – Chair, Aidan Marsh – Sec., Elaine Sharkey – FSD, Fiona May – CSC, Ronan Hodson – CSC, Hugh Fitzgibbon – CSC, Ciaran Maguire – CSC, Donagh McDonagh – DUCAC, John Bolton – DUCAC, Jemil Saidi – DUCAC, Oisín Coulter – GSU, Georgina Francis – PUBS, Emma McCarthy – PUBS, Shane de Rís – SU, James Cunningham – SU, Aimee Connolly – SU

**Apologies:** Prof Kevin O’Kelly - Dean of Students

**In Attendance:** CSC – Joseph O’Gorman, DUCAC – Aidan Kavanagh, GSU – Dr Geoff Bradley, SU – Simon Evans

Aidan Marsh, Committee Secretary, Circulated the attendance sheet for members’ signature.  
Professor John Parnell as Chair of the Capitation Committee opened the meeting.

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### **Item 1: Minutes of the Last Meeting of 22 November 2018**

Professor John Parnell (Chair) raised the minutes of the previous meeting of 22<sup>nd</sup> November 2018.

A spelling error on page 2 of the minutes “the” was noted.

No other issues were raised so Professor Parnell signed the minutes.

### **Item 2: Matters Arising**

It was noted that the Graduate Students’ Union (GSU) annual report has still not been received. Dr Geoff Bradley (GSU - In attendance) noted that he would raise the matter with the GSU. The Chair noted that the report needed to be submitted or it could affect funding to the GSU.

**Action: *The GSU to send their annual report to the Committee Secretary.***

### **Item 3: Student Numbers and Allocation Figures for 2018-19**

Oisín Coulter (GSU) Arrived

Elaine Sharkey (FSD) briefed the committee on current student numbers and allocation figures for 2018-19, referencing spreadsheets circulated prior to the meeting. It was noted that the capitation estimates were lower than forecasted, but that there should be no cause for concern as the final figures would not be known until mid-April and it was expected that numbers would rise.

**Action: *Elaine Sharkey to circulate final student numbers and allocation figures once available***

John Bolton (DUCAC) asked for clarification on the listed figures in the circulated Capitation estimates for 2018/19. Elaine Sharkey noted that it was expected for student numbers to go up

Dr Geoff Bradley (GSU) asked what the figures presented to the Committee encompassed.

The figures presented are from Academic Registry submitted to HEA. The final figures are submitted to HEA in mid-April.

Dr Geoff Bradley asked at what point are student numbers considered recorded for the purposes of allocation, and expanded asking if students are recorded as having completed the first semester, but later drop out are they removed from the final allocation figures? It was also asked what counted as a student for the purpose of recorded figures.

Elaine Sharkey stated that she would find out, but that to her knowledge the only students not listed as part of the allocation are online students.

**Action: Elaine Sharkey to find out the details of how the student numbers figure is reached in Capitation Estimates.**

Further discussion on the allocation was moved to later in the meeting as part of Item 5.

Elaine Sharkey noted that, based on capitation estimates, there would be no need to withhold any funding from the capitated bodies.

#### **Item 4: Discussion of Student Union Deficit**

Shane de Rís (SU) noted that the Students Union is actively looking to address the deficit. A document was tabled at meeting and summarised the document for those present. Furthermore, it was noted that the University Times (UT) was working extremely over its operative budget and that in future years oversight on the UT would be increased. It was also noted that the deficit reduction this year has been to approximately -€10,000 from last year's deficit of €70,000.

Aidan Kavanagh (DUCAC) asked how the reduction in training will affect student services. Shane de Rís responded that the reduction will be in expenditure through better preparation and better notice. Service quality will be unaffected.

Joseph O’Gorman (CSC) stated that the wording of the referenda regarding the reduction in spending has been launched and asked how the SU plans to protect itself from accusations of interference in the integrity of the SU paper.

Oisín Coulter (GSU) asked what is planned should the referenda fail? Is it worth raising awareness of the necessity of a reduction in the deficit of the SU and the need for cost reductions? Shane de Rís noted that the information is publicly available and will be made more available for the knowledge of students in advance of the referenda.

Geoff Bradley commented that it may be worth determining projections for the future of the deficit in the event of the failure of the referenda.

It was noted that in the case of referenda being rejected, future referenda with different wordings may be held, and that voting on the referenda would take place on the 10<sup>th</sup> and 11<sup>th</sup> of April.

The Chair asked what the duration of officer positions is for the SU? He was informed that the duration is from July to July. The Officer’s salary is for the year, while accommodation is for the college year. The position of Ents Officer is elected and has already been chosen for the coming year.

#### **Item 5: Proposal for new Funding Model**

The proposal for updating the current funding model for the Capitated Bodies was circulated by the Committee Secretary prior to the meeting. Based on this, Elaine Sharkey (FSD) circulated a copy of the current model with inflation considered to help provide a basis for what the changes might mean regarding funding. Figures reported to Planning Group were taken as the base for the Capitation Estimates and the inflation rates were taken from Statista, representing a general increase for the country.

John Bolton (DUCAC) asked if there had been any increase in funding because of inflation and was informed that the amount was fixed at the outset of the current funding model and had not changed. Ciaran Maguire (CSC) summarised the proposed funding model.

Following a query on how the initial figures of €64/70 per student originated, it was explained that when the model was put forward there was a baseline capitation fee per student which was uplifted by 10%. Ronan Hodson (CSC) commented that this 10% was to allow for increase in student services, much like the 6.9% now being proposed.

Discussion moved on to the 6.9% elevation proposed by the working group, and whether the Capitation Committee should ask for it to be applied retrospectively to allocations of previous years. It was noted that the working group's proposal was not to seek fiscal reparation for 2015-present, but to raise the baseline going forward, and was agreed that the proposal would be followed as presented in this regard.

Following from this discussion took place about the possibility of linking the allocation to fees, which could potentially provide a larger amount of funding over the present fixed model, particularly with regard to postgraduate and international fees which were noted as having risen by approximately 10% in the period since 2015. It was argued that a fixed fee based on student numbers, taking inflation into account would provide greater stability. This was the model proposed by the working group.

The proposed funding model was accepted by those present. Suggestions for alterations to the proposal document to clarify why the funding was needed, and what was being proposed, were made and accepted by the working group.

**Decision: New proposed funding model to be based on existing funding model, with baseline inflation of 6.9% without fiscal reparation, and taking particulating inflation into account for future years.**

**Action: Final proposal to be circulated to Capitation Committee by Friday 12<sup>th</sup> April**

**Action: Funding model working group to meet with Vice-Provost/Chief Academic Officer and Chief Finance Officer.**

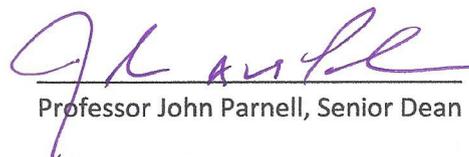
#### **Item 6: Any Other Business**

Elaine Sharkey (FSD) noted that following the Trinity Ball there was an addition €22,402 available for distribution to the student bodies.

Shane de Rís Strategic Plan 2019-24 College Community – Will propose that Capitated bodies be invited to a session for input.

The Chair drew attention to a minute from the Finance Committee that they had noted that the Capitations Committee were aware of the SU deficit and were actively looking at options to reduce it.

Meeting ended 12.30

  
Professor John Parnell, Senior Dean