



## Minutes of the Capitation Committee

13<sup>th</sup> May 2021

**Present:** John Parnell, Catherine McCabe, Shumane Cleary, Ronan Hodson, Megan O'Connor, John Bolton, Eoin Hand, Alice Lennon (CSC) Leah Keogh, Gisele Scanlon, David Donohue, Jack Kennedy, Aidan Marsh

**Apologies:** Jemil Saidi, David Neill,

**In Attendance:** Grace Gageby (Pubs), Martin McAndrew, Aidan Kavanagh, Simon Evans, Joseph O'Gorman, Lucy O'Connell

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1. Minutes of the Last Meeting of 12<sup>th</sup> March 2021

A correction was noted: a point which had been stated as being raised by the GSU President was raised jointly by the GSU President and GSU Oversight Officer

2. Matters Arising

Update on Capitation Committee ToR

It was clarified that if the Senior Dean is not present at a meeting and someone else is in the chair, the substitute chair will not have the casting vote, which belongs solely to the Senior Dean.

The Dean of Students suggested that a meeting of the Capitation Committee should not take place if neither the Senior Dean nor the Student Life representative is available. She was supported in this by the Chair and the GSU Oversight Officer. The CSC Strategic Development Officer argued that this would be against the Terms of Reference as they currently stand.

Following further discussion, it was agreed by general consensus that a College Officer must act in the role of chair of the Capitation Committee, and that the meeting should be deferred if no officer is available.

**Action: Capitation Committee Terms of Reference to be updated to reflect the decision of the Capitation Committee**

Update on Auditor Rotation

Audit firms have confirmed their ability to provide good independent audit practice to the Capitated Bodies as discussed at the previous meeting of the Capitation Committee. DUCAC are considering changing their audit partner within the firm.

3. Student Centre Working Group ToR

GSU representatives asked the Capitation Committee to consider adding a GSU representative to the Working Group to ensure better representation of graduate students. Following a period of discussion it was agreed that no additional members would be added to the working group as the capitated bodies would have ample opportunity for raising concerns through other means.

In order to ensure that all Capitated Bodies be kept up to date on the progress of the working group, it was recommended and agreed that the Capitated Bodies be added to the circulation list of records of the working group.



**The Terms of Reference for the Student Centre Working Group were Approved with the requirement that Capitated Bodies to be added to the circulation list for records of the working group.**

4. Updates on Financial Statements of Capitated Bodies

- DUCAC

It was noted that due to the Covid-19 Pandemic, sales at the Pavilion Bar were down considerably on previous years, with the transfer having dropped by €70,000. Firm budgeting measures are in place to ensure that clubs live within their means.

It is believed by DUCAC that there will be a knock-on effect from the lack of income, but it is hoped that the 2021-22 college year will bring a sharp increase in activity. The importance of the Pavilion Bar in the finances of DUCAC was emphasized as in a good year it can represent up to 20% of DUCAC's income.

- Publications

The mistakes in the accounts have been fixed, and the error spoken to at the previous meeting of the Capitation Committee has been rectified.

5. GSU Funding of Sabbatical Officer

A survey conducted by the GSU showed that research postgraduate students needed more resources and assistance. A vote was passed at the GSU EGM to put in place a new sabbatical officer position for the specific purpose of representing postgraduate students. Discussion has yet to take place on how the position will be funded, and is pending discussion with the Provost-Elect.

The Chair noted that funding for another sabbatical officer of the GSU, should it be funded from the Capitation Allocation, will need to be taken from within the existing funding envelope and would have to be first agreed with the Senior Dean (Note: see Article VII,4 of the GSU constitution).

Concerns were raised over the validity of the recent GSU EGM. GSU representatives noted that two reviews of the validity of the EGM were being conducted; one by the GSU Board and another by an external 3<sup>rd</sup> party.

6. Any Other Business

It was noted that the Senior Dean, Professor John Parnell, would be stepping down from his position at the end of the year. The Committee thanked the Senior Dean for his work on the committee as Chair. In response the Senior Dean thanked the committee for their cooperation during his tenure, indicating that the committee had, generally, been a pleasure to Chair, thanked the Secretary to the committee for his hard work and wished the members well.