

# The University of Dublin

## Trinity College

There will be a meeting of the Board on Wednesday 23 May 2007 at 10.00 am in the Board Room.

### AGENDA

*Apologies*

#### Section A

##### A.1 Minutes

- (i) Meeting of 25 April 2007;
- (ii) Meeting of 14 May 2007.

##### A.2 Matters Arising from the Minutes

##### A.3 Provost's Report

##### A.4 Proposals on Academic Restructuring

Memorandum from the Senior Lecturer, dated 15 May 2007, together with the following documents, dated 14 May 2007:

- (i) Role and Responsibility of Faculty Dean;
- (ii) Procedures for the Selection of Faculty Dean;
- (iii) Budgeting Arrangements for New Faculties;
- (iv) Guiding Principles for New Faculty Governance;
- (v) New Faculty Office;
- (vi) Appendix A – Existing Five-Faculty Functions and Processes and Recommendations for Streamlining processes in the New Three-Faculty Structure.

##### A.5 Draft Proposals on Phase 2 of Restructuring

Memorandum from the Senior Lecturer, dated 16 May 2007, together with the following documents:

- (i) Central Management and Administrative and Support Services Reform, dated 16 May 2007;
- (ii) Rationale for and the Role and Responsibility – Vice-Provost for Academic Affairs (Senior Lecturer), dated 16 May 2007;
- (iii) Rationale for and Proposed Role and Responsibility of the Chief Operating Officer, dated 16 May 2007;
- (iv) Trinity College – Draft Restructuring Implementation Schedule, dated 14 May 2007;
- (v) Estimated Costs for Faculty Office, three Deans, Vice-Provost for Academic Affairs (Senior Lecturer) and the Chief Operating Officer.

*Circulated for members only*

##### A.6 Student Services

Report from Dean of Students.  
*Dean of Students to attend.*

- A.7 Acta of the University Council**  
Meetings of:  
(i) 9 May 2007;  
(ii) 10 May 2007.
- A.8 Disciplinary Panel Standing List**  
Registrar to report.
- A.9 Any Other Urgent Business**
- A.10 Modularisation – Initial Proposals (see Actum CL/06-07/158 of 9 May 2007)**  
(for discussion at meeting of 30 May 2007).

*\*enclosed for members only – circulated to Council meeting of 9 May 2007*

### **Section B**

- B.1 Audit Committee**  
Draft Minutes of Meeting of 18 April 2007.
- B.2 Finance Committee**  
Draft Minutes of special meeting of 9 May 2007.
- B.3 Information Policy Committee**  
Draft Minutes of meeting of 19 April 2007.
- B.4 Personnel and Appointments Committee**  
Draft Minutes of meeting of 18 April 2007.
- B.5 Resource Management Committee**  
Minutes of meeting of 30 April 2007.
- B.6 Site and Facilities Committee**  
Draft Minutes of meeting of 8 May 2007.
- B.7 Student Services Committee**  
Draft Minutes of meeting of 18 April 2007.  
*\* enclosed for members only – circulated to Council meeting of 9 May 2007*

### **Section C – Matters for Noting and Approval**

Board members are asked to inform the Secretary if they wish discussion on any of the following. If not, the Provost will propose that they be noted and, where appropriate, that action proposed or reported be approved as presented.

- C.1 Additional Board Meeting** to note that the Board will meet on Wednesday, 30 May 2007 at 10.00 a.m.
- C.2 Partnership Committee – Additional Annual Leave for Staff with Long Service** to note and approve memorandum from Mr F McCourt, Acting Secretary to the Partnership Committee, dated 14 May 2007.
- C.3 Higher Degrees** to note Higher Degrees, approved by the sub-committee of Board and Council on 1 May 2007.

- C.4 Disciplinary Panel – Chair** to note and approve the appointment, with the agreement of the Academic Staff Association, of Ms I Clissmann, SC as Chair of the Disciplinary Panel for three years from 9 June 2007 to 8 June 2010.
- C.5 Heads of Agreement in relation to a Strategic Partnership between QUB and TCD** to note that a document was signed on 24 April 2007 between the Provost and the Vice-Chancellor of Queen’s University, Belfast.
- C.6 Representation – Marino Institute of Education** to note and approve the nomination of Dr D F McAleese as the representative of the College on the Governing Body of the MIE, for a maximum of one further year, or until such time as new Trustees have been appointed.
- C.7 HEA – Verification Letter** to note and approve the draft verification letter to the HEA, dated 23 May 2007.
- C.8 John A Boland Memorial Prize (Law)** to note memorandum from the Treasurer, dated 26 April 2007, and to approve a *Calendar* entry for the award of the John A Boland Memorial Prize (Law), founded in 2007 in memory of the late John A Boland (LLB, MA, Barrister-at-Law).
- C.9 Bequests and Benefactions – Sheppard Trust** to note and approve memorandum from the Treasurer, dated 15 May 2007.
- C.10 Library – Permissions – Loan of Manuscripts** to note and approve memorandum from the Librarian, dated 19 April 2007.
- C.11 Financial Assistance Committee - Recommendations**
- (i) **Awards** to note and approve memorandum from the Senior Tutor, dated 15 May 2007;
  - (ii) **Increase in Income Bands** to note and approve memorandum from the Senior Tutor, dated 15 May 2007.
- C.12 Scholarship – Requests for Intermission** to note and approve the request of the Senior Lecturer that the following Non-Foundation Scholars may intermit Scholarship for the academic year 2007-2008 (having previously intermitted in 2005-2006 and 2006-2008):
- (i) 01923587;
  - (ii) 02200378.
- C.13 Change of Title** to note and approve a recommendation that that the post held by Mr Noel Cronin (IS Services) should be entitled: Senior IT Technologist.
- C.14 Staff Matters – Early Retirement** to note and approve the following requests for early retirement at the dates set out below:
- (i) Mr T Haveron (Mechanical and Manufacturing Engineering), on 30 September 2007;
  - (ii) Professor R J Hill (Political Science), on 30 September 2007;
  - (iii) Mr G Lyons (Mechanical and Manufacturing Engineering), on 2 November 2007.
- C.15 Nominations for Appointment**

- C.16 Nominating Committees** to note the following memberships:
- (i) **Change to Membership – Treasurer’s Office – School Vice-Deanery Financial Advisor – Administrative Grade 1 (to the Bar) (Maternity Cover) (see BD/06-07/266 (vi) of 25 April 2007)**  
Ms A Kennedy to replace Ms C Cleary.
  - (ii) **Library – Assistant Librarian, Manuscripts – Assistant Librarian Grade 2 (3-month contract)**  
Deputy Librarian  
Dr B Meehan  
Ms J Maxwell  
Professor T B Barry
  - (iii) **Library – Assistant Librarian (Readers’ Services – Hamilton Science and Engineering Library) – Assistant Librarian Grade 2 (permanent)**  
Librarian  
Mr T Peare  
Ms A Healy  
Dr M C Henman  
Ms E Breen (DCU)
  - (iv) **Library – Assistant Librarian (Early Printed Books) – Assistant Librarian Grade 2 (2 year contract)**  
Deputy Librarian  
Dr C Benson  
Professor T R Jackson  
Dr Lydia Ferguson  
Ms J Finnegan (NUI)
  - (v) **School of Medicine – Administrative Officer (Student Administration) – Administrative Grade 2 (permanent)**  
Assistant Secretary to the College  
Professor S R McCann  
Ms F McNamara  
Ms M Keating  
Ms A Larke (AMiNCH)
  - (vi) **Staff Office**
    - (a) **Staff Development Manager – Administrative Grade 1 (permanent job-share)**  
Secretary to the College  
Staff Secretary  
Recruitment Manager  
Ms S Huntley Moore  
Mr F Guinan (QUB)
    - (b) **Staff Relations Manager – Senior Administrative Grade 3 (permanent)**
    - (c) **Staff Relations Officer – Administrative Grade 1 (permanent)**  
Secretary to the College  
Staff Secretary  
Dr R M J Byrne  
Mr F McCourt  
Mr M Flanagan (UCD)
  - (vii) **Treasurer’s Office – Fees Administrative Officer – Administrative Grade 2 (permanent)**  
Deputy Treasurer  
Ms J Byrne  
Dr J Barkhoff  
Mr T Kenny (NUI Maynooth)