

Incorporating any amendments approved at subsequent Board meetings

The University of Dublin

Trinity College

Minutes of Board Meeting, 25 September 2002

Present Provost (Dr J Hegarty), Vice-Provost (Dr J B Grimson), Registrar (Mr R A Stalley), Bursar (Dr J W O'Hagan), Senior Lecturer (Dr S M Greene), Dr S P A Allwright, Mr B Connolly, Dr L E Doyle, Dr S Duffy, Ms E Drew, Ms A-M Gatling, Dr H Gibbons, Dr C Horn, Mr H Kearns, Ms M Leahy, Dr J G Lunney, Mr I Moynihan, Dr A N M Ní Chasaide, Mrs J O'Hara, Mr W Priestly, Dr J C Sexton, Dr F Shevlin, Ms E K Stokes, Dr D L Weaire, Dr T T West.

Apologies Dr J A Fitzpatrick, Dr J M Mossman.

In attendance

(ex officio) Secretary, Treasurer, Assistant Secretary.

(by invitation) Director of Buildings (for Minute 1/8).

1/1 Minutes The Minutes of the meeting of 10 July 2002 were approved and signed subject to the following amendments:

13/332 Provost's Report - Senior Promotions 2002: Replace the term 'Associate Professor' with 'Senior Lecturer' in line 2.

13/344 Annual Officers 2002-03 The line 'Senior Tutor Dr C Laudet' was removed from the list of Annual Officers and the following sentence was added to the end of the Minute: 'The Board also noted the appointment of Dr C Laudet as Senior Tutor'.

1/2 Matters Arising from the Minutes A number of matters arising from the Minutes were discussed and have been recorded below, (see Minutes 1/3, 1/4, 1/5, 1/6).

1/3 Trinity Ball (see Minute 13/323 of 10 July 2002) The Secretary advised Board that the theft which took place during the Trinity Ball in May 2002 is currently under investigation by the Gardaí, the outcome of which will be reported to Board in due course. The Board noted that the College's insurers have advised that, apart from the required excess, they will reimburse the College for the financial loss arising from the theft.

1/4 Personnel and Appointments Committee (see Minute 13/325 of 10 July 2002) In response to a query from Dr Allwright, the Secretary advised Board that there are currently twenty six employment contracts awaiting issue and he invited Board members to advise him of any individual cases of out-standing contracts of which they might be aware.

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1/5 **Principal Committees (see Minute 13/326 of 10 July 2002)** The Board noted the reiteration of the invitation from the Chairman of the Audit Committee, as communicated by the Secretary, to meet with him as part of the consultation process in the preparation of the Audit Committee's report on the governance process in College.

1/6 **North East Corner Development (see Minute 13/327 of 10 July 2002)** The Secretary advised Board that discussions had commenced with Elan on the possible recovery of expenses incurred by the College as a result of Elan's planned involvement in the North East Corner development. The Board noted that the Capitation Committee, on which the Students' Union is represented, is responsible for the allocation of funds raised from the sports levy, further noting that allocations had been from these funds to up-grade the gym in the Luce Hall.

1/7 **Provost's Report**

Current and future financial situation: The Provost advised Board that a number of very significant events had taken place during the summer period which have put the College's finances under severe strain for the current financial year. The Treasurer invited Board's attention to the follow issues:

- (i) the increase in student charge announced by the Minister for Education and Science effective from 1 October 2002 which is accompanied by an equivalent cut in the College's recurrent grant for the year 2002, thus resulting in an unexpected net reduction of approximately €1.8 million in the College's recurrent grant for the period 1 January to 30 September 2002.
- (ii) a significant increase in the cost of insurance for all of the College's activities with a reduction in cover and an increase in excess levels in almost all areas, noting in particular, difficulties being experienced in securing adequate professional indemnity cover.
- (iii) the need to fund the recurrent costs of a number of new buildings which will become operational over the coming months.
- (iv) the number of Nurse Tutors automatically assimilated on the College staff is significantly in excess of requirements for year 1 of the degree programme; despite previous sectoral agreements with the Department of Health and Children regarding funding for such excesses, difficulties are being encountered in furthering these negotiations.

The Provost advised Board that in order to address the current financial difficulties and plan for the expected future reductions in government funding, the Bursar will convene a working group which will examine the options and present proposals for consideration by Board over the coming months.

Government policy: The Provost advised Board that representatives of CHIU had met with the Minister for Education and Science, Mr. Dempsey, who had advised them of his intention to examine funding mechanisms for the education system as a whole, with the key objective of increasing access to all levels of education for people from disadvantaged backgrounds. That Board noted that the Minister for Education and Science has established a commission to examine funding mechanisms for research with a view to ensuring a more co-ordinated approach at government level than that which prevails at present, further noting that the Provost will represent CHIU at this forum.

College's public profile: The Provost, referring to a recent newspaper article in which the performance of individual universities was compared according to a set of indicators defined by the newspaper itself and also to the publication of the lists of schools from which entrants

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to the university sector came in 2001-02, advised Board that, a working group was being established, convened by the Assistant Secretary, which will compile sets of indicators based on data which are currently available in the College for use in responding to queries for information. The Board, noting that this information will be up-dated on a regular basis, further noted that it will be helpful in the context of an overall Communications Strategy which is currently being prepared.

Strategic Plan: The Provost advised Board that a draft of the Strategic Plan will be circulated to Board for discussion at an extended Board meeting on 23 October 2002, noting that this meeting will commence at 9.30am.

- 1/8 **Capital Projects** Introducing a discussion on the College's capital buildings programme the Bursar advised Board that the following buildings are nearing completion and will be ready for occupation in the very near future, Phases 2 and 3 St James's Hospital, the Ussher Library and Level 6 of the Arts Buildings, noting that the refurbishment of residences in Botany Bay and research space for SFI programmes is nearing completion. The Board noted that a paper addressing the final budgets and projected running costs for these buildings will be presented at a future Board meeting.

The Bursar invited the Board's attention to the impact of Elan's decision to withdraw from the North East Corner project which, *inter alia*, had resulted in the College being unable to proceed with the development of the Sports Complex as part of the North East Corner development, advising that discussions had commenced on trying to secure an alternative site and funding source for the development. The Board noted that in the interim, the gym in the Luce Hall had been up-graded and that the Students' Union had secured access for Trinity students to the Markievicz Pool with the College to provide a subsidy per visit. The Board also noted that the Students' Union is in active discussion with the Bursar concerning the upgrading of some of the social space in the Arts and Hamilton Buildings.

- (a) **North East Corner** The Bursar invited Board's attention to his memorandum, dated 18 September 2002, and to that from the Director of Buildings, dated 19 September 2002, which had been circulated out-lining proposals in relation to the IITAC Building and the North East Corner site which had been discussed at the Site and Facilities Committee on 10 and 23 September 2002, arising from which the Committee had recommended proposals for Board's consideration.

By way of background, the Bursar advised Board that the withdrawal of Elan from the previously proposed North East Corner development had resulted in a significant short-fall of funds for the IITAC building which must be addressed in any proposal agreed by the College. The Bursar further advised Board that the IITAC research programme, neuroscience research, and computer science teaching facilities will have to be accommodated by the College in order to fulfil its obligations with regard to funding secured under PRTL, from donors and from the Government's skills initiative. The Board also noted that the Department of Statistics will have to be re-located on the completion of the sale by the College of its Lincoln Place properties. The Bursar invited Board's attention to the ever-worsening economic climate and advised that if funds previously committed to the College are not drawn-down in the near future there are risks that they may be lost to the College, further noting that significant expenditure has already been incurred on site works on the North East Corner which increases the urgency with which the development of the site must proceed.

Introducing the proposals for the IITAC Building as recommended by the Site and Facilities Committee, the Bursar advised Board that it had been agreed by the Committee that the proposed solution was not ideal but that after exhaustive

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discussion it had been agreed that it represented the best opportunity for the College at this time. The Bursar invited the Board's attention to the proposal to construct a building on the IITAC site to accommodate the PRTLII-funded computer science research programme, the Neuroscience Institute (which is also funded under the PRTLII), and the Department of Statistics, noting that this proposal, if approved, would be fully financed by funds already secured from the government, donors and College funds. The Board noted that the short-fall in funding for the IITAC building as a result of the withdrawal of Elan is addressed by the location of the Neuroscience Institute in that building. The Bursar advised Board that the main deviation from earlier plans for the IITAC building relates to teaching space for computer science for which limited funding is available under the Skills Initiative and invited Board's attention to the proposal that Dunlop Oriel House be used to provide teaching space for computer science, noting that while this is not considered to be an ideal solution it is the only option which is financially viable at this time.

In a long and detailed discussion of the proposal the following points were raised by Board members:

- (i) the loss of an opportunity to provide new quality lecture space in College;
- (ii) the loss of an opportunity to provide up-graded office accommodation for staff in the Department of Computer Science;
- (iii) whether it was appropriate to locate the Institute of Neuroscience in the new building;
- (iv) the inadequacy of the proposed teaching space in Dunlop Oriel House for the Department of Computer Science;
- (v) the loss of Dunlop Oriel House, at a future date, as a Graduate Research Centre;
- (vi) the need to integrate social space in the new building;
- (vii) the need to secure funds from all possible sources for teaching space for the Department of Computer Science;
- (viii) the merits of building a shell of the building and fitting it out as funds become available.

In response to specific queries from Board members, the Bursar, the Director of Buildings and the Treasurer advised Board that:

- a) it is possible that planning permission may be required to adjust the internal design of the building for which planning permission has already been secured; the main changes required will be the conversion of teaching space into laboratories. If such permission was sought it would not delay the construction of the rest of the building;
- b) in order that the cost of the new building stays strictly within budget it will be necessary to finalise the design of the interior approximately three months after the contract has been signed with the developer; there will be month by month monitoring of costs to ensure adequate cost control; there is no scope within the College's finances to meet the costs of any over-runs on the proposed new building;
- c) the current financial environment has lessened the College's flexibility to meet running costs of new buildings;
- d) structures similar to those necessary for the Ussher Library and DMMC projects will need to be put in place in the context of Section 843;
- e) there may be some flexibility in the internal design of the building to secure some teaching space, noting that this would be at the discretion of the IITAC Planning Committee and particularly the Department of Computer Science;

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- f) Dunlop Oriel House will continue to be required for research in the Department of Computer Science pending the completion of the new building;
- g) in view of the fact that the HEA has not yet provided a final schedule of payments for the Neuroscience Institute the funding profile for the proposed building includes bridging finance of €1.5 million;
- h) a contractor has already been identified for the construction of the building as a result of tenders submitted for the original IITAC Building;
- i) there would be a deficit of at least €7 million on the construction costs of the building should the shell be built without incorporating the Neuroscience Institute and without fitting out the space additional to the PRTL-funded computer science research area.

The proposal to construct a building on the IITAC site which would accommodate computer science research programmes, the Neuroscience Institute and the Department of Statistics was put to a vote, twelve Members voted in favour of the proposal, four Members voted against and nine Members abstained. Dr Duffy, Dr Sexton and Dr Shevlin asked to be recorded as dissenting.

The Bursar invited the Board's attention to a proposal whereby funding for a research centre would be sought from SFI which, if successful, would be constructed on the North East Corner site as indicated in the plan which accompanied his memorandum, noting that this would be conditional on full funding being provided for the capital, running and other indirect costs associated with the centre. The Board noted that the proposal included a provision that space which would not be required for SFI-funded research would have to be let on a self-financing commercial basis should no alternative source of funds be found in the interim. The Board, noting the deadline of the end of September 2002 for submissions to SFI, agreed to the proposal as presented.

- (b) **Pearse Street Development** The Provost invited the Board's attention to the results of the College's architectural competition for the development of Pearse Street, the entries of which had been displayed in the Board ante-room prior to the Board meeting. The Board noted the Senior Lecturer's request that there should be a strong emphasis on the provision of teaching space in any development of the Pearse Street properties. The Provost advised Board that as soon as funds become available, a refurbishment programme for the Pearse Street houses would begin, noting that a model of the prize-winning entry would be prepared for viewing by the College and local communities.

1/9 Governance of SFI Centres The Vice-Provost invited Board's attention to her memorandum, dated 18 September 2002, which had been circulated, together with an interim report from the Working Party on SFI Centres, noting that the proposals contained in the report will be discussed by the Deans' Committee at future meeting. The Board, noting that the final draft of the report will be presented to it for consideration in due course, agreed that members would submit comments on the proposals directly to the Vice-Provost.

1/10 Acta of the University Council The Board confirmed Acta of the University Council from its meeting of 12 July 2002 subject to further comment covering the following: 64/A and 65/A.

1/11 Senior Promotions - 2002 Review (see Actum 64/A of 12 July 2002) The Board on the recommendation of the University Council approved the recommendations as proposed.

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- (a) **Senior Lectureship**
Dr Angus Bell (Microbiology)
Dr Peter J Cullen (Electronic and Electrical Engineering)
Dr Seán Duffy (Medieval History)
Dr Sylvia M Draper (Chemistry)
Dr Christine E Morris (Classics)
Ms Mary A Keating (Business Studies)
Dr Michael G Shevlin (Education)
Dr Sarah Smyth (Russian)
Ms Ruth V Torode (Social Studies)
Dr Carl Vogel (Computer Science)
Mr Vincent P Wade (Computer Science)
- (b) **Part-time Staff in Faculty of Health Sciences**
Dr George J Mellotte (Clinical Medicine)
Dr Neil O'Hare (Clinical Medicine)
Dr Anne-Marie O'Dwyer (Psychiatry)
Dr Bernard Silke (Pharmacology and Therapeutics)

- 1/12 **Student Case (see Actum 65/A of 12 July 2002)** In response to a query from Mrs O'Hara, the Senior Lecturer undertook to clarify the basis for the waiving of *Calendar* regulation WI in this case.
- 1/13 **Advisory Committee on Honorary Degrees 2002-2003** The Board approved the nominations of the Advisory Committee on Honorary Degrees as presented by the Registrar noting that those approved will be conferred with Honorary Degrees at Winter Commencements 2002 and Second Summer Commencements 2003.
- 1/14 **Panel of Enquiry** Under Other Business the Secretary advised Board that a Panel of Enquiry was due to sit on 26 September 2002 under the Chairmanship of Mr Peter Charlton S.C. to hear a case against a student, the report of which will be issued to Board in due course.
- 1/15 **Librarian** Under Other Business the Board noted and approved the nomination of two external assessors to participate in the selection of a Librarian to replace Mr W Simpson.
- 1/16 **Site and Facilities Committee – Minutes of 10 September 2002** The Board noted the Minutes of the Site and Facilities Committee from its meeting of 10 September 2002 as circulated and approved the recommendations, noting in particular:
- 2.4 **Map Library** In response to a query from Dr Duffy, the Bursar advised Board that it was intended to re-locate the storage facilities for the Map Library to the Pearse Street Enterprise Centre and that the Map Library itself will be located in the Ussher Library.
- 1/17 **Proposed Records Management Policy** The Board noted and approved a memorandum from the Freedom of Information Officer, circulated dated 7 August 2002.
- 1/18 **Sealings** The Board noted:

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- (a) **Enterprise Centre, Pearse Street – Lease** The Seal of the College was put in duplicate to a lease of Unit 13 in the Trinity College Enterprise Centre to Magnetic Solutions. [9/8/02]
 - (b) **Enterprise Centre, Pearse Street – Lease** The Seal of the College was put in duplicate to a lease of Unit 1.1 in the Tower, Trinity College Enterprise Centre to Dublin Business Innovation Centre Limited. [9/8/02]
 - (c) **Trinity Hall – ESB Substation Site** The Seal of the College was put to an Undertaking and Indemnity (Form C1) between the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and the Electricity Supply Board regarding the transfer to a site in fee simple for a substation at Trinity Hall, Dartry. [12/8/02]
 - (d) **Benefactions Investments** The Seal of the College was put to a transfer from the Provost, Fellows and Scholars of Trinity College Dublin of: 185,000 Bank of Ireland Non-Cumulative Sterling Preference Stock, Series A. [14/8/02]
 - (e) **Deaf Studies – Letting of Mews at 83 Waterloo Lane** The Seal of the College was put to a renewal of a letting agreement in duplicate between Trinity Lodge Ltd and the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin for offices for Deaf Studies for the year to 31 August 2003. [23/8/02]
 - (f) **5 College Green, Person to Person Limited (Vodafone plc)** The Seal of the College was put to a Contract (in duplicate) and Deed of Surrender between Person to Person Limited (Vodafone plc) and the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin regarding the above premises. [4/9/02]
 - (g) **Dublin Molecular Medicine Centre** The Seal of the College was put in duplicate to a Guarantee and Indemnity of Loan between the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and the Governor and Company of the Bank of Ireland, Neville and Lansdowne Leasing. [9/9/02]
 - (h) **Dublin Molecular Medicine Centre** The Seal of the College was put in duplicate to a Lease between the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Neville. [9/9/02]
 - (i) **Dublin Molecular Medicine Centre** The Seal of the College was put in duplicate to a Financing Agreement between Neville, the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin, Ghala Limited, the Governor and Company of the Bank of Ireland and Lansdowne Leasing. [9/9/02]
 - (j) **Dublin Molecular Medicine Centre** The Seal of the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin was put in duplicate to a Share Option Power of Attorney to Lansdowne Leasing. [9/9/02]
- 1/19 **Prizes and Other Awards** The Board noted and approved the following recommendations from the Faculty of Science:
- (a) **Technicon Research Fund** Mr Mikel Egana: €5,396.39;

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- (b) **Sarah Purser Research Fund** Ms Gwen Murphy: €6,348.69.
- 1/20 **Bequests and Benefactions** The Board noted and approved a memorandum from the Treasurer, circulated dated 28 August 2002.
- 1/21 **Nominations for Appointment** The Board approved nominations for appointment, as circulated (see Appendix 1 to these Minutes).
- 1/22 **Board Sub-Committee on Staffing** The Board noted and approved a memorandum from the Staff Secretary, circulated dated 18 September 2002.
- 1/23 **Board Membership** The Board noted that Mr Dylan Scannell would become a member of the Board with effect on and from 7 November 2002 in place of Ms Elizabeth Drew, as President of the Graduate Students' Union.
- 1/24 **Nominating Committee – Quality Officer** The Board noted and approved the following membership:
- Secretary
Senior Lecturer
Academic Secretary
Dean of Engineering and Systems Sciences
- 1/25 **Representation – Board of the Dublin Molecular Medicine Centre** The Board noted that Professor D B Shanley has been nominated to the Board of the DMMC in place of Professor J F Malone.
- 1/26 **Promotions – Administrative and Library Staff Review Committee – 2002 Review** The Board approved the recommendations of the Administrative and Library Staff Review Committee from its meeting of 16 September 2002 in respect of the following promotions in accordance with the memorandum from the Staff Secretary, circulated dated 17 September 2002. The recommendations will take effect from 1 October 2002.
- (a) **Treasurer's Office** Ms Mary Tracey; Ms Pamela Byrne;
(b) **Computer Science** Mr James Murphy;
(c) **Centre for Educational Access and Community Development** Ms Cliona Hannon
(d) **IS Services** Ms Mary Maher; Mr Neil Homan; Ms Nicola Kelly; Ms Una Lynch; Mr Stephen Elster; Ms Amy Murray; Mr David Murtagh; Mr Brian O'Hara; Mr Conor Rapple; Mr Paul Reilly;
(e) **Library** Ms Therese McDonald; Ms Anne-Marie Diffley;
(f) **Geography** Ms Gillian Marron;
(g) **Faculty of Science** Ms Fidelma Haffey;
(h) **Senior Lecturer's Area** Ms Leona Coady; Ms Lynn Balfe; Ms Mary McMahon; Ms Ewa Sadowska;
(i) **Faculty of Health Sciences** Ms Aine Wade.
- 1/27 **Promotions – Technical Staff Committee – 2002 Review** The Board approved the recommendations of the Technical Staff Committee from its meeting of 10 September 2002 in

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respect of the following promotions in accordance with the memorandum from the Staff Secretary, circulated dated 18 September 2002. The recommendations will take effect from 1 October 2002.

- (a) **Electronic and Electrical Engineering** Mr Shane Hunt;
- (b) **Computer Science** Mr Paul Masterson; Mr Ronan Healy;
- (d) **Centre for Microscopy and Analysis** Mr Neal Leddy;
- (e) **Biochemistry** Mr Liam Cross;
- (f) **Anatomy** Ms Claire Murphy;
- (g) **Microbiology** Mr Ronan Blake;
- (h) **Zoology** Ms Alison Boyce.

1/28 Acting Headship of Department – Oral Surgery, Oral Medicine and Oral Pathology The Board noted that Mr David Ryan and been appointed acting Head of Department in place of Dr Christine McCreary.

1/29 Tutorship The Board noted the following appointments: Ms Sandra Fleming and Mr Tom Noone (School of Nursing and Midwifery Studies); Ms Gabrielle McCann (Education) to part replace Dr Terry Barry, who has resigned his Tutorship.

1/30 Committees of the Board – Overseas Development Co-operation Committee The Board noted and approved a change of name to ‘Trinity Development Co-operation’.

1/31 Vacation Procedures The Board noted that the following matters were dealt with under Vacation procedures:

- (a) **Faculty of Science Staff Plan 2001-04 – Department of Physics** memorandum from the Senior Lecturer, circulated dated 18 July 2002 (it was noted that the reference to the enclosure should read ‘Academic Staff Plan 2001-04, Department of Physics’);
- (b) **Library – Request for Loan of Manuscripts** memorandum from the Librarian, circulated dated 9 August 2002;
- (c) **Chair of Pastoral Theology (1888)** Canon Adrian Empey (as Principal of the Church of Ireland Theological College);
- (d) **Tutorship** Memoranda from the Senior Tutor, circulated dated 12 July, 23 August and 6 September 2002;
- (e) **Co-ordinator of In-Service Education** Dr P C Conroy;
- (f) **School of English** Dr A Douglas (Chairman); Dr D Anlezark (Secretary);
- (g) **Principal Committees – Information Policy Committee** Mr R B Otway-Norwood to replace Ms G E Fallon;
- (h) **Visiting Academics**
 - (i) **Business Studies** Professor P B Colbert (UCD) – two academic years, 2002-3, 2003-4;

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- (ii) **Centre for Language and Communication Studies** Professor Ge Yuxin, Zhengzhou Institute of Aeronautical Industry Management, People's Republic of China – 1 October 2002 to 30 September 2003;
 - (iii) **Education** Professor S M Haggerty (University of Western Ontario) – October 2002 to June 2003;
 - (iv) **English** Dr C Briganti (Carleton College, Minnesota) – two years from July 2002 to June 2004 (renewal);
- (i) **Scholarship – Requests for Intermission for 2002-3** the following requests to intermit were approved for:
- (i) 97738760;
 - (ii) 97539961;
 - (iii) 97640212;
- (j) **Staff Matters – Early Retirement**
- (i) Ms M Cassidy (Housekeeping) on 30 September 2002 (normal retirement date 30 September 2007);
 - (ii) Ms E Deane (Housekeeping) on 15 August 2002 (normal retirement date 30 September 2010);
- (k) **Leave of Absence**
- (i) **Music** Mr D M Dennehy – academic year 2002-03;
 - (ii) **Nursing and Midwifery Studies** Dr M Lohan – October 2002 to March 2003;
 - (iii) **Occupational Therapy** Dr S MacCobb – October-December 2002;
 - (iv) **Statistics** Dr S P Wilson – academic year 2002-3;
- (l) **Representation – Haughton Institute** Professor D B Shanley to replace Professor J F Malone as a Governor of the Haughton Institute;
- (m) **Student Case** a JS Science student to be re-admitted to the JS year of Natural Science reading Geography for the academic year 2002-03, constituting a third attempt;
- (n) **Headship of Department – History of Art** Dr E J McParland – Michaelmas term 2002 (during Dr McEvansoneya's leave of absence);
- (o) **Nominating Committees**
- (i) **Buildings Projects Officer (Office of the Director of Buildings) (permanent post)**
Bursar
Mr T P Cooper
Mr P M Mangan
Dr D B Murray
Dr B Hand (University of Limerick)
 - (ii) **Communications Officer (permanent post)**
Secretary
Dr S Butler
Ms V Jenkins
External Assessor
vacant (1)
The Board agreed that an external assessor other than a representative of Setanta Communications should be appointed in view of that company's

role, on occasion, in the College's external communications and public relations.

(iii) **Internal Auditor (permanent post)**

Mr D Kingston
Professor J F McGilp
Dr S P A Allwright
Dr M J Carroll
Ms A FitzGerald

(iv) **Senior Web Designer (5-year contract)**

Assistant Secretary
Mr M F Nowlan
Dr S M McMurry
Professor J A N Parnell
Dr P O'Grady
Mr S Gannon

Signed:

Date:

Appendix 1 to Minute 1/21

Nominations for Appointment – Board 25 September 2002

| Department | Post | Name and Qualifications | Start date | Termination date (if contract) |
|-------------------------------------------------|---------------------------------------------------|--------------------------------------------------------------------------------------------------|--------------|--------------------------------|
| Faculty of Health Sciences | Administrative Officer | McNAMARA, Fedelma B.B.S. (Limerick) | 16/09/2002 | n/a |
| Graduate Studies Office | Administrative Officer | SAUNDERS, Nicola, B.A. (de Montfort) | 16/09/2002 | n/a |
| Institute for International Integration Studies | Institute Manager | HARTEN, Adrienne, B.A. (Limerick), M.A. (Limerick), Grad. Appl. Communications (NUIG) | 23/09/2002 | Indefinite duration |
| Library | Keeper of Preservation and Conservation | BIOLETTI, Susan B.A. (Northumbria) | 05/10/2002 | n/a |
| Library | Keeper, Collection Management | FLOOD, Margaret Mary, B.A. (NUI), Dip. In Lib(NUI); Dip.Inf.Stud | To be agreed | n/a |
| Library | Assistant Librarian Collection Management | CREMIN, John, B.A. (Mod) (Dubl); M.A. (St. John's) | 22/07/2002 | n/a |
| Clinical Medicine | Project Manager, Dublin Molecular Medicine Centre | HEFFERNAN, Brian, Cert. In Business Studies (DIT); B.A. (L'pool John Moore's) | 08/07/2002 | 07/07/2003 |
| Nursing and Midwifery Studies | Director of Staff Education & Development | HUNTLEY-MOORE, Sylvia B.A. (W'gong); M.Ed. (Sheff); G.Dip.Ed. (W'gong) | 01/11/2002 | n/a |
| Senior Lecturer's Area Quality Office | Administrative Officer | HEELAN, Sonja, B.Sc. (Syst.Inf) (Dubl) | 01/09/2002 | 31/08/2004 |
| Senior Tutor's Office | Disability Officer | O'BRIEN, Orlaith B.A. (NUI), HDipEd (Dubl) | 06/08/2002 | Indefinite Duration |
| Student Counselling Service | Project Co-Ordinator (Junior Freshman Project) | RICHARDS, Derek Dipl (St John's), BRelSc (Mater Dei), Cert/Dip ACCEPT, Dipl (WIT), HDip (JEB) | 01/07/2002 | 30/12/2003 |
| Student Counselling Service and CSLS | Learning Support Programme Psychologist | LUMSDEN, Laurence Playfair B.A. (Canterbury, N.Z.); M.A., (Papua, New Guinea) | To be agreed | for 1 year |

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| Staff Office | Recruitment Manager | TAYLOR, Alison, NCEA Certificate, B.A. (NCI) | 01/09/2002 | n/a |
| Treasurer's Office | Administrative Officer (VAT) | KIELY, Michael | To be agreed | n/a |