

Incorporating any amendments approved at subsequent Board meetings

The University of Dublin

Trinity College

Minutes of Board Meeting, 24 November 2004

- Present* Provost (Dr J Hegarty), Vice-Provost (Dr J B Grimson), Registrar (Dr D J Dickson), Bursar (Dr J W O'Hagan), Dr S P A Allwright, Dr W J Blau, Dr L E Doyle, Dr S Duffy, Dr J A Fitzpatrick*, Dr H Gibbons, Dr H M C V Hoey, Mr H Kearns, Mr F Kieran, Ms M Leahy, Dr J G Lunney, Mr D Mac Síthigh, Dr A N M Ní Chasaide, Mrs J O'Hara, Mr L Ryder, Mr R P Sheridan, Dr F Shevlin, Ms E K Stokes, Dr D L Weaire.
- Apologies* Senior Lecturer (Dr J A Murray), Mr B Connolly, Dr J C Sexton.
- In attendance*
- (ex officio)* Secretary, Treasurer, Assistant Secretary.
- (by invitation)* Dean of Research for Minute BD/04-05/079.
College Safety Officer for Minute BD/04-05/088.
- (present for)* *Minutes BD/04-05/078-107.

SECTION A

BD/04-05/075 Minutes

- (i) The Minutes of the meeting held on 27 October 2004 were approved and signed subject to the following amendments:

BD/04-05/042 Key Principles and Issues associated with an Academic Resource Allocation Model (ARAM) Insert the following point at the end of the first paragraph on page 4:

(vii) that before any model would be adopted it should be tested with actual data.

BD/04-05/043 Staff Matter Insert the word 'former' before the title *Dean of Graduate Studies* on line 5 of the first paragraph.

BD/04-05/056 Research Committee Replace the phrase 'Finance Committee held on 6 October 2004' with 'Research Committee held on 16 September 2004' in the first paragraph.

- (ii) The Minutes of the meeting held on 22 November 2004 were approved and signed.

BD/04-05/076 Matters Arising from the Minutes A matter arising from the Minutes was discussed and has been recorded below, (see Minute BD/04-05/077).

BD/04-05/077 Board Membership (see minute BD/03-04/074 of 22 November 2004) The Secretary advised Board that, in accordance with the decision made at the last Board meeting, the Committee to choose the External Board Member had met on 22 November 2004 and that it had re-affirmed its appointment of Mr Brian Sweeney as an External Board Member. The Board re-confirmed that Mr Sweeney's term of office would expire on 11 September 2005, renewable for a further term. The Secretary advised Board that Mr Sweeney would attend the December Board meeting.

BD/04-05/078 Provost's Report

- (i) **Financial situation** The Provost invited Board's attention to the likely recurrent grant for 2004/2005 as indicated in the Government's Book of Estimates, noting that it was anticipated that there would be a six per cent increase over the previous year's allocation. The Treasurer advised Board that clarification would be sought as to what payroll commitments must be funded from this allocation, further noting that the increase was less than was needed to break-even in the current academic year. The Provost advised Board that the Minister had indicated that efforts were being made to secure funds for the introduction of structural change in universities in line with the recommendations in the OECD Report, noting that details of any such fund would not be available until the Government's Budget is announced in December. The Board agreed that commentary on the Estimates and their impact should be made at sectoral level.
- (ii) **CHIU** The Provost advised Board that, in order to ensure continuity in progressing its work programme, CHIU had decided to appoint an independent Chair of the Council, noting that the first appointee would be Mr Paddy Teahon whose term of office would be three years.

BD/04-05/079 Academic Reorganisation and Academic Resource Allocation Model (ARAM) The Provost, introducing the topic, invited Board's attention to his memorandum, and that of the Senior Lecturer dated 19 November 2004, which had been circulated, outlining the current status of discussions in regard to the likely number and composition of Schools/Departments under the proposed restructuring of the College. The Provost advised Board that the paper had been circulated as basis for discussion and he invited all members of the Board to present their views for consideration in the development of final proposals.

The Bursar invited Board's attention to the time-scale of the discussions to date noting that the process of change had started with the publication of the Strategic Plan in July 2003 and that the Agenda for Change had been presented to Board in December of that year. The Board noted the discussion documents which had evolved, and had been discussed during the previous academic year, culminating in the decision at the Board meeting on 7 July 2004 that it would discuss the likely number and composition of Schools/Departments in November 2004 and that decisions with regard to these matters would be made by December 2004 (minute 15/353 refers). The Bursar advised Board of the importance of maintaining an initial implementation date of September 2005, noting that there could be a transition period of two to three years before all new structures and support systems would be in place.

The Dean of Research, present by invitation, invited Board's attention to the inter-departmental research possibilities which have emerged from the current round of discussions and recommended that, in addressing the concerns of those who are

opposed to change, the significant research and teaching opportunities offered by the proposed new structures should not be lost.

The Board noted the results of a survey which had been carried out among staff in the Faculties of Arts (Letters) and Arts (Humanities) which stated that a substantial number of the staff had expressed reservations regarding elements of the proposed developments, noting that the results of the survey were being considered by the Officers. The Board also noted that Fellows consider it would be premature to make decisions on the new structures without more debate and consultation.

In the course of a long discussion, Board members, noting that the objective of the proposed restructuring is to enhance academic activities in College and to provide more effective administrative support and infrastructure, unanimously supported the need for change in the College's structures and resource allocation procedures and agreed that every effort should be made to prepare for initial implementation of the new structures in September 2005. A number of Board members expressed concern about the timing of decisions in relation to the composition of Schools and the ARAM and in the course of a long discussion the following points were raised:

- (i) there is insufficient information available at the moment on which to make decisions about the future structure of Schools and on the operation of the ARAM, noting that Board members will require as much information as possible to make informed decisions and be in a position to answer questions and concerns of staff and students;
- (ii) while there has been very significant consultation with Deans and Heads of Departments there has been insufficient structured consultation with academic staff both within departments and across disciplines, and there are some areas in College where discussions are not sufficiently advanced to allow final proposals to be presented;
- (iii) time should be spent in discussing the possibility for additional funding with the Government rather than moving too quickly on implementing new structural arrangements;
- (iv) greater clarity is required in relation to the infrastructural and administrative support that will be available to new Schools and in relation to the funding implications of providing these supports;
- (v) changes must be introduced in an iterative fashion, so that uncertainties which arise at the implementation stage can be addressed;
- (vi) implementation details cannot be considered until the broad principles are agreed and if restructuring is to progress there is a need to reach agreement at the top level as soon as possible;
- (vii) there is a danger that providing additional time for consultation and debate could stifle any potential for change and those who are supportive of change and who have worked very hard to develop proposals about the formation of Schools would become disaffected by delay;
- (viii) any delay in making final decisions does not prevent the development of the resource allocation model nor the finalisation of proposals in relation to re-structuring;
- (ix) reasons for any delay should be clearly articulated to the College community;
- (x) any agreement to defer decisions in relation to the new structures must be accompanied by a clear schedule of activities and outputs arising from the additional time period.

Concern was expressed at the proposal to have thirteen/fifteen Schools and how this relatively large number could be accommodated in the College's management structure, noting that the potential for a Head of School to influence decision-making at College level could be less than that currently enjoyed by Deans of Faculties. Board noted the

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suggestion that each Head of School could be a member of Council thereby ensuring good representation and participation in academic decision-making. It was also suggested that consideration should be given to introducing one School on a pilot basis, noting that any re-structuring would have to have a positive effect for students and graduates following its implementation. It was also proposed that there should be a date at which the operation of the new structures would be reviewed.

A number of Board members suggested that there is insufficient information to make decisions in relation to the governance of Schools and it was proposed that it would be more appropriate to put these arrangements in place after the Schools are defined.

In response to queries in relation to the testing of ARAM with actual data, the Bursar advised Board that, in order to ensure an objective basis for the model, the principles and associated criteria must be agreed in advance. The Board re-affirmed that the resource allocation model must be driven by academic priorities and that a review of the model's output must not lead to adjustments for non-academic reasons.

In response to a query, the Bursar advised Board that if the College were not ready to start the implementation process in October 2005 a full year would be lost as new structural arrangements could not be put in place during an academic year.

The Board, noted the suggestion that decisions in relation to Schools could be operated on a two-stage process whereby the initial decision about specific Schools could be made in principle in December and there could be a decision on a second more detailed proposal in February/March.

The Board agreed that a paper outlining a detailed schedule for the next two to three months and proposals in relation to Schools which have already expressed interest in moving to the next stage would be presented to the Board meeting on 14 December 2004.

The Board also agreed that it may be necessary to hold additional meetings and that these should be scheduled as soon as possible.

In concluding the discussion, the Provost thanked the Board members for their constructive suggestions, all of which will be considered in detail by the Executive Officers.

BD/04-05/080 Capital Projects

- (i) **Cumberland Street Stores** The Treasurer invited Board's attention to a memorandum from the Deputy Director of Buildings, dated 15 November 2004, which had been circulated outlining the need to increase the College's supply of electricity noting that this will become particularly acute when the INS building comes into full use and as the Sports and CRANN and other new buildings come on stream. The Board noted that ESB Networks have agreed to implement an interim measure to address the College's immediate electricity needs on the condition that the College will sell it a suitable site, at full market price, for the construction of a new 110 kV substation, further noting that ESB Networks has identified the Cumberland Stores as a possible location.

In response to queries, the Board was advised that ESB Networks had not considered other possible College sites to be sufficiently close to the College to be effective.

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The Board, noting that the Site and Facilities Committee had agreed in principle to the proposal, agreed that the matter should be progressed in consultation with the College's property advisors and that detailed proposals addressing all issues raised should be presented in due course.

- (ii) **Lincoln Inn and Leinster Street Properties** The Treasurer invited Board's attention to a confidential letter from Ganly Walters, the College's property advisors, dated 16 November 2004, which had been circulated, outlining recommendations in relation to the Lincoln Inn and Leinster Street properties. The Board noted Mr Kieran's comments in about the importance of the Lincoln Inn to students and also noted his suggestion that the views of students be taken into consideration by any new tenant of the property.

Following the clarification of a number of technical issues, the Board requested that the College, with the assistance of its advisors, conclude negotiations with the named commercial entities.

BD/04-05/081 Acta of the University Council The Board confirmed Acta of the University Council from its meeting of 10 November 2004 subject to further comment covering the following: (CL/04-05/038, 040, 041, 042, 045).

BD/04-05/082 Nominations for Appointment (see CL/04-05/038 of 10 November 2004) The Board, on the recommendation of the University Council, approved the appointments as summarised in Appendix 1 to these Minutes.

BD/04-05/083 Academic Appeals Committee (see CL/04-065/040 of 10 November 2004) The Board noted and approved the Minutes of the Academic Appeals Committee of 3 October 2003, as circulated.

BD/04-05/084 Junior Promotions Review 2004 (see CL/04-05/042 of 10 November 2004) The Board confirmed the recommendations of the University Council in respect of the following:

- (i) **Confirmation in Appointment** The following Lecturers to be confirmed in appointment with effect from 1 October 2004:

Dr D Hevey (Lecturer in Research Methods, Department of Psychology)
 Dr C Houghton (Mathematics)
 Ms A Keaney (Statistics)
 Mr M Lohan (Lecturer in Sociology, Nursing and Midwifery Studies)
 Dr K Murphy (Lecturer in Psychology, Clinical Speech and Language Studies)
 Dr C Nicholas (Geology)

- (ii) **Accelerated Advancement** The following Lecturers be advanced by the award of an additional increment, at 1 October 2004:

Dr M Brown (Zoology)
 Dr A Davies (Geography)

BD/04-05/085 Leave of Absence (see CL/04-05/045 of 10 November 2004) The Board confirmed the following applications for leave of absence:

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- (i) **Centre for Language and Communication Studies** Professor D M Singleton – Trinity term 2005;
- (ii) **Physics** Dr C H Patterson – academic year 2005-06;
- (iii) **Zoology** Dr K Irvine – Hilary term 2005.

BD/04-05/086 Academic Promotions The Vice-Provost invited Board's attention to the progress which had been made in implementing the approved procedures for academic promotions in the current year. The Board noted that, as agreed, the introduction of the new promotions system for Junior Promotions was proceeding and that CAPSL will be holding a series of briefing meetings for potential candidates and Heads of Departments at the end of Michaelmas Term and early in Hilary Term, to assist in the application of the new procedures. The Board noted that the deadline for applications will be 31 January 2005.

The Vice-Provost advised Board that as Faculties had not yet completed the task of specifying criteria for the definition of research excellence for use in Senior Promotion reviews, and as assessing research is a key component of the new Senior Promotions procedure, it was proposed that the previous system continue for one more year with a quota of eight promotions to Senior Lecturer and six promotions to Associate Professor.

The Board, noting that the new procedures for Senior Promotion would be in place for the 2006 Review, approved the proposal as presented.

BD/04-05/087 College Safety Committee – Annual Report 2003-2004 The College Safety Officer, Mr T Merriman, present by invitation, invited Board's attention to the Safety Committee's Annual Report 2003-2004 which had been circulated, noting that this was the first report to Board under the new governance arrangements. Mr Merriman, noting that the College has an obligation to provide safe conditions for employees and students in which to work or study and to visitors to the premises and grounds, invited Board's attention to the key points of the Report, noting in particular the provisions of the Safety, Health and Welfare at Work Act 1989 which places an onus on employers to ensure, as far as is reasonably practicable, the safety, health and welfare of employees at work, and of those who may be affected by the College's work activities. The Board noted that any breach of the Act or any of its regulations leaves not only the 'corporate body' of the university but also any manager, or similar officer, open to prosecution. Mr Merriman advised Board that, under the legislation, the Health and Safety Authority (HSA) has the power to carry out inspections and can require an institution to make changes to the workplace, as well as having prohibition powers that can effectively shut down an operation or part or all of a building. Mr Merriman also invited Board's attention to other legislation which addresses such matters as fire safety, radiation safety and genetic modification.

Mr Merriman, noting that the new reporting structures for the Safety Committee meet the requirements of the HSA advised Board that the Committee is reviewing its terms of reference and will make proposals to Board after its next meeting.

Mr Merriman invited Board's attention to the key issues of concern to the Safety Committee noting in particular:

- (i) the inadequacy of the risk reduction budget from which 2.5 posts and a significant proportion of the costs of the Occupational Health services is currently funded;
- (ii) the Committee's recommendation that a separate, adequately resourced Occupational Health Service be established;

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- (iii) the discussions with the Dublin Fire Brigade following the Panoz Building Fire, noting that in order to address the fire risks in College a dedicated Fire Safety Officer should be appointed to oversee fire safety management;
- (iv) a traffic management plan for College will be presented to the Site and Facilities Committee for consideration prior to its presentation to Board;
- (v) the recommendation that the Radiological Safety Committee should be a sub-committee of the College Safety Committee;
- (vi) that there is currently inadequate provision of funds for the maintenance of buildings which could impact on the safety, health or welfare of College users.

In response to queries, Mr Merriman advised Board that a meeting had been scheduled to consider proposals in relation to the proposed traffic management plan and that it has been agreed that administrative support would be provided to the Safety Office from within the Office of the Director of Buildings. Mr Merriman also advised Board that nominations for Safety Representatives had been sought from a number of areas.

The Board noted Dr Ni Chasaide's comment that staff should be consulted when safety measures are being introduced in specific departments and buildings.

The Board, noting the urgent need to address all potential fire risks in the College, approved the appointment of a Fire Safety Officer and also agreed that the provision of a comprehensive Occupation Health Service should be included in the terms of reference of the review of the Student Health Service.

The Board thanked Mr Merriman for his very comprehensive report.

SECTION B

BD/04-05/088 Finance Committee The Board noted the draft minutes of the meeting of the Finance Committee held on 10 November 2004 and approved the recommendations with particular reference to the following:

FN/04-05/19.1 Governance Board Decisions The Board approved the Terms of Reference for the Finance Committee as proposed.

BD/04-05/089 Information Policy Committee The Board noted the draft minutes of the meeting of the Information Policy Committee held on 1 November 2004 and approved the recommendations.

BD/04-05/090 Personnel and Appointments Committee (see CL/04-05/041 of 10 November 2004) The Board confirmed the recommendations of the Committee from its meeting of 29 October 2004.

The Provost advised Board that, following approval of key academic posts in July 2004, the Board had agreed that proposals in relation to administrative and support areas would be presented in Michaelmas Term. The Provost advised that the proposals presented in his memorandum, dated 19 November 2004 which had been circulated, had been made following careful consideration by Executive Officers. In response to a query, the Provost advised Board that proposals in relation to the filling of Chairs would be considered during Hilary Term. The Board, noting that the proposals had been considered by the Personnel and Appointments Committee at its meeting on 12 November 2004 with a recommendation that they be filled, approved the following proposals for staffing in key administrative areas:

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- (i) Deputy Librarian;
- (ii) Treasurer's Office – Administrative Officer Post;
- (iii) Staff Office – Contribution towards Staff Development;
- (iv) Senior Lecturer's Area – Timetables and Examinations Officer;
- (v) College Health Service:
 - (a) Additional GP sessions;
 - (b) Health Promotion sessions;
 - (c) Nutrition specialist.
- (vi) IT Security Officer;
- (vii) Junior Communications Officer;
- (viii) Treasurer's Office (Research Administration and Chargeout Sections): two contract posts;
- (ix) Careers Advisory Service – Careers Adviser: 50% contribution to continuation of contract from May 2005.

BD/04-05/091 Site and Facilities Committee The Board noted the draft minutes of the meeting of the Site and Facilities Committee held on 9 November 2004 and approved the recommendations.

BD/04-05/092 Student Services Committee The Board approved the minutes of the Student Services Committee meeting held on 22 October 2004 and the draft minutes of the meeting held on 2 November 2004 with particular reference to the following:

SS/04-05/015 Terms of Reference The Board approved the Terms of Reference for the Student Services Committee as proposed.

SECTION C

BD/04-05/093 Trinity Hall Wardenship The Board noted the concerns expressed by the student members of Board in relation to Ms O'Sullivan's resignation as Warden of Trinity Hall and the need to ensure that in future the student experience in Trinity Hall is as good as it can be. In response to a query, the Secretary advised Board that the Residences Committee will be considering the matter and will report to Board in due course.

BD/04-05/094 Higher Degrees The Board noted Higher Degrees, approved by the sub-committee of Board and Council on 26 October 2004.

BD/04-05/095 Proctors' Lists for Autumn Commencements The Board noted that the Proctors' Lists were approved by the sub-committee of Board and Council on 9 November 2004.

BD/04-05/096 Sealings The Board noted:

- (i) **Santry Sports Complex – Agreement with Joseph Morgan** The Seal of the College was put in duplicate to an Agreement between the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Joseph Morgan regarding occupancy of the Lodge, Dublin University Sports Complex, Santry, Dublin during his term of employment. [19/10/04]

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- (ii) **Dublin University Boathouse, Islandbridge – Agreement with Timothy Levy**
The Seal of the College was put in duplicate to an Agreement between the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Timothy Levy regarding occupancy of the Boathouse, Islandbridge, Dublin during his term of employment. [19/10/04]
- (iii) **Enterprise Centre, Pearse Street** The Seal of the College was put in duplicate to a memorandum of Rent Review for Unit 3.8 in the Trinity College Enterprise Centre with Patricia Clyne Kelly. [21/10/04]
- (iv) **Enterprise Centre, Pearse Street – lease Unit 3.5 – Elizabeth O’Kane and Aisling McLoughlin** The Seal of the College was put in duplicate to a lease for Unit 3.5 in the Trinity College Enterprise Centre with Elizabeth O’Kane and Aisling McLoughlin.

BD/04-05/097 Bequests and Benefactions – 350th Anniversary of the Royal College of Physicians in Ireland The Board noted with appreciation the gift, from the President and Council of the Royal College of Physicians on the occasion of the 350th anniversary of that College, of an album of photographs compiled by the photographer W Lawrence, recording the British Medical Association’s annual meeting in TCD in 1887.

BD/04-05/098 Staff Matters

- (i) **Career Break** The Board noted and approved a request from Ms F M O’Mahony (Library) for a two-year career break from 17 November 2004 to 16 November 2006.
- (ii) **Early Retirement** The Board approving the early retirement of Mr T P Cooper (Director of Buildings) agreed that funds equivalent to the savings on Mr Cooper’s salary should be made available to the Deputy Director of Buildings, who will be Acting Director until a replacement is appointed, to facilitate the provision of professional and administrative support as required in the interim period. The Secretary advised Board that a review of the management and organisational arrangements in the Director of Buildings Area and the Buildings Office would be carried out prior to the appointment of a Director of Buildings.

BD/04-05/099 Financial Assistance Committee The Board noted and approved a memorandum from the Senior Tutor, dated 22 October 2004.

BD/04-05/100 Prizes and Other Awards

- (i) **Entrance Exhibition Awards – 2004 Report** The Board noted and approved the memorandum from the Senior Lecturer, dated 15 November 2004 in which he recommended that Entrance Exhibition Awards be given to the five hundred and thirty six new entrants who had achieved a minimum grade point level equivalent to 545 in the Leaving Certificate examination. The Board, noting that those in receipt of awards came from two hundred and eighty schools in thirty two counties in Ireland, and from other EU schools, recommended that more should be done to advise staff of the award ceremonies so that as many academic staff as possible could participate.

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- (ii) **Awards 2004** The Board noted and approved a memorandum from the Senior Lecturer, circulated dated 15 November 2004.
- (iii) **Walton Prize** The Board noted and approved a memorandum from the Treasurer, circulated dated 21 October 2004.
- (iv) **John Bennett Fund – Bursary** The Board noted the recommendation of the Governors of the Erasmus Smith Schools, that Mr Benedict Okonji be awarded the bursary for 2004-2005, value €507.90.

BD/04-05/101 TCD Association and Trust—Grant Applications— Michaelmas Term The Board noted and approved the recommendations of the TCD Association and Trust in relation to the Research Fund, and noted its recommendations in relation to the General Fund, circulated dated 16 November, as follows:

Research Fund

- (i) Graduate Studies Committee: towards post-doctoral, post-graduate travel, to be paid in three instalments, one per term. €35,000
- (ii) Professor C V Holland (Zoology): towards cost of developing research collaboration with Professor Weidong Peng, Jiangxi Medical College, China. €1,500

General Fund

- (i) Professor T B Barry (Medieval History): towards archaeological excavation of the south gate of the late Roman and early Medieval town of Ammaia, Portugal.
Per student up to a maximum of 10 students: €300
- (ii) Senior Tutor's Office (Undergraduate Travel Fund) €7,500
- (iii) Dr C Newman (Economics): student exchange programme with Queensland University of Technology, 2005-2010. *Per student up to a maximum of 10 students.* €300
- (iv) Professor D L Weaire (Physics): staged reading of play *Calculus* by C Djerassi (Schrödinger Lecture Theatre). 3,000
- (v) Professor J Whiston, Chairman, College Chapel Committee: to provide adequate sound system for the chapel, provided that the shortfall is raised on a two to one basis. €4,500
- (vi) Rev Dr A McCormack (Chaplain): towards cost of tailoring Chapel Choir robes. €4,000
- (vii) Central Societies Committee: towards cost of participating in World Debating Competition in Kuala Lumpur in January 2005.
Per student up to a maximum of 5 students: €300
- (viii) Dr G Lip (Anatomy): towards cost of developing a web-based radiological anatomy resource for Health Sciences students. €3,500
- (ix) DU Windsurfing Club: towards the cost of purchasing new equipment. €2,200

BD/04-05/102 **Bequests and Benefactions – Estate of Miss Valda Boydell (deceased)** The Board noted memorandum from the Treasurer, dated 15 November 2004.

BD/04-05/103 **Laser Safety Officer** The Board noted and approved the appointment of Dr V Weldon as Laser Safety Officer from 17 September 2004 to 28 January 2005, during Dr L Bradley's leave.

BD/04-05/104 **Nominations for Appointment** The Board approved nominations for appointment, as circulated (see Appendix 2 to these Minutes).

BD/04-05/105 **Committees**

- (i) **Student Services Committee** The Board, noting Mr Connolly's resignation from the Student Services Committee, approved the nomination of Professor W Blau to replace him.
- (ii) **Catering Management Committee** approved the addition of the Dean of Students to the Catering Management Committee.

BD/04-05/106 **Nominating Committees** The Board noted the following memberships:

- (i) **Deputy Catering Manager (permanent)**
Senior Dean
Director, Accommodation and Catering Services
Catering Manager
Ms J Byrne
Mr G Moss (UCD)
- (ii) **Student Counsellor (one year contract post)**
Dean of Students
Senior Tutor
Director, Student Counselling Service
Ms A Naughton
- (iii) **Assistant Librarian – Manuscripts (one year contract post)**
Librarian
Keeper of Manuscripts
Professor B C McGing
Mr S Hefferty (UCD)
- (iv) **Faculty of Engineering and Systems Sciences - Administrative Officer – Support for Heads of Department (six month contract)**
Dean, Engineering and Systems Sciences
Mr M M Brady
Mr M Slevin
Ms P Hennessy
- (v) **Treasurer's Office – Administrative Officer (SFI Accounts) (contract of indefinite duration)**
Deputy Treasurer
Ms D Savage
Professor K H G Mills
Ms S Hedigan (UCD)
- (vi) **Faculty of Business, Economic and Social Studies – Administrative Officer – Support for Heads of Department (two year contract post)**
Dean of Business, Economic and Social Studies
Dr G McHugh

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Ms A Anderson
Ms P Hennessy

BD/04-05/107 **Headship of Department – Irish School of Ecumenics (Trinity College Dublin)** The Board noted the nomination of Professor J D'A May as acting Director and Head of Department with effect from 1 January 2005.

Signed:

Date:

Appendix 1 to Minute BD/04-05/082

Nominations for Appointment (see CL/04-05/0038)

Department	Post	Name and Qualifications	Start date	Termination date (if contract)
Biochemistry	Research Fellow Part-Time	BRIDGE, Mary Helen, BA (Dubl.), Dr. Nat. Sci. (University of Vienna)	12-10-2004	31-01-2005
Biochemistry	Research Senior Lecturer	JEFFERIES, Caroline, BA, PhD (Dubl.)	01-10-2004	30-09-2007
Biochemistry	Research Fellow	RUBOTHAM, Joyce, BA (Dubl.), PhD (Université Libre de Bruxelles)	01-11-2004	31-10-2006
Biochemistry & Immunology	Lecturer (Contract)	LAVELLE, Edward, BSc (NUI), PhD (Plym.)	01-10-2004	30-09-2006
Classics	Walsh Family Lecturer in Ancient History	WEIGELT, Andreas, MA (Freie Universitaet Berlin), MA, PhD (Johns H.)	01-09-2004	31-08-2007
Clinical Medicine	Lecturer/Registrar	ALSHAREEFY, Ali, MBChB, (University of Baghdad), MRCPI	11-10-2004	10-10-2005
Clinical Medicine	Lecturer/Specialist Registrar	DON-WAUCHOPE, A.C., MScMed (University of Cape Town), MD (Edin.), MRCP (UK)	15-11-2004	14-11-2005
Clinical Medicine	Lecturer Part-Time	McDERMOTT, Seán Raymond, MB, BCh, BAO (NUI), MRCPI (RCPI), MBA (NUI & RCSI), PhD (NUI)	01-09-2004	31-08-2007
Clinical Medicine	Lecturer Part-Time	O'BYRNE, Ken, MB, BCh, BAO, DCH, MD (NUI), MRCPI (RCPI)	01-03-2004	28-02-2007
Clinical Medicine	Lecturer Part-Time	O'CONNELL, Niamh, MB, BCh, BAO (NUI), MRCPI (RCPI), MRCPATH (RCP London)	01-09-2004	31-08-2007
Clinical Medicine	Research Lecturer	TERRES, Ana, BSc, MSc, PhD (Complutense University of Madrid)	01-05-2004	30-04-2005
Economics	Lecturer Part-Time	BREW, Mary, BA (Dubl.)	01-10-2004	30-09-2005
Economics	Lecturer Part-Time	KEENEY, Mary, BA, PhD (Dubl.)	01-10-2004	30-09-2005
Economics	Lecturer Part-Time	McCOY, Daniel, BComm, MSc (NUI), PhD (Lond.)	01-10-2004	30-09-2005
Economics	Lecturer Part-Time	MURPHY, Alan, BA, MLitt, PhD (Dubl.)	01-10-2004	30-09-2005
Economics	Lecturer Part-Time	O'BRIEN, Edward, BA (Dubl.)	01-10-2004	30-09-2005
Economics	Lecturer Part-Time	RIZOV, Mariyan, MSc, PhD (Leuven)	01-10-2004	30-09-2005
Economics	Lecturer Part-Time	WHELAN, Karl, BA (Dubl.), PhD (M.I.T.)	01-10-2004	30-09-2005
English	International Writer Fellow	GÉBLER, Carlo, BA (York (UK))	01-10-2004	30-12-2004

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English	Research Fellow	LYALL, Scott E., MA (Edin.), PG Cert. (St. And.), PhD (St. And.)	01-10-2004	30-09-2005
English	Writer Fellow	Ní DHUIBHNE, Éilís, BA, MPhil, PhD (NUI)	01-10-2004	30-06-2005
French	Language Assistant	RHARADE, Nadia, MA (University of Paris, Nanterre)	01-10-2004	31-05-2005
Gender & Women's Studies	Lecturer Part-Time	McDERMOTT, Mary, BA (UWI)	01-10-2004	13-09-2007
Gender & Women's Studies	Research Fellow	O'CONNOR, Joan, BComm, LLB, HDip (NUI), MSc (Dubl.)	01-10-2004	13-09-2007
Genetics	Research Fellow	LIOLIOU, Efthimia, BSc, PhD (Aristotle University, Thessaloniki, Greece)	18-10-2004	17-10-2006
Geography	Research Fellow	NEGUSSIE, Elene, BA, MA (Stockholm University), PhD (Dubl.)	01-10-2004	30-09-2005
Geology	Lecturer (Earth Sciences)	TROLL, Valentine, BSc (St. And.), PhD (University of Kiel)	01-10-2004	Permanent
Germanic Studies	Lecturer Part-Time	CUSACK, Andrew, BA (Dubl.)	01-10-2004	31-12-2004
Germanic Studies	Lecturer Part-Time	KANE, Michael, BA, MA (NUI), Dr. Phil. (Berne)	01-10-2004	30-06-2005
Germanic Studies	Lecturer Part-Time	O'SULLIVAN, Helen Jane, BA (Camb.)	01-10-2004	30-06-2005
Health Sciences (School of Physic)	Lecturer Part-Time	HALLEY, Karina Maria, BA, MA (NUI), PhD (Dubl.)	01-10-2004	30-09-2005
Hispanic Studies	Language Assistant	LABADIE, Laura, BA (Universidad de Burgos), MA (University of Westminster)	01-10-2004	30-06-2005
Hispanic Studies	Language Assistant	SEGURA GONZALEZ, Virginia, BA (University of Seville)	01-10-2004	30-06-2005
Hispanic Studies	Language Assistant	SWANSEY, Bruce, BA (Universidad Iberomaericano, Mexico City), MA (Dubl.)	01-10-2004	30-06-2005
Hispanic Studies	Lecturer Part-Time	VARGAS, Ana, BA (Granada), MA (NUI)	01-10-2004	30-06-2005
IIS	Research Associate	PANOPOULOU, Ekaterini, Dip. Mathematics (University of Athens), MSc, PhD (University of Piraeus)	01-09-2004	30-09-2007
IIS	Research Fellow	VOREONKOVA, Svitlana, MA (Ivan Franko National University of Luiv, Ukraine)	01-01-2005	01-01-2007
Irish	Research Fellow	O'SHEA, Natalia, Higher Education Diploma, PhD (Moscow State University)	01-10-2004	30-09-2005
Law School	Lecturer Part-Time	SIMMS, Daniel Paul, BA (Dubl.), Solicitor (Law Society of Ireland), LL.M (Cologne), Rechtsanwalt (State Judicial Examination Authority, Düsseldorf), Dr. iur (Cologne)	01-01-2005	30-09-2005
Mechanical & Manufacturing Engineering	Research Fellow	HUMPHREYS, Ivor Albert, BA, BAI, MSc (Dubl.)	28-09-2004	28-09-2005
Mechanical & Manufacturing Engineering	Lecturer	KELLY, Danny, BA, BAI, MSc, PhD (Dubl.)	15-11-2004	14-11-2007

Mechanical & Manufacturing Engineering	Lecturer	ROBINSON, Anthony, BSc, MEng, PhD (McM)	18-10-2004	17-10-2005
Medieval History	Lecturer Part-Time	HARRISON, Stephen Hugh, BA (Dubl.), MA (NUI), MIAI	01-10-2004	30-09-2005
Medieval History	Lecturer Part-Time	McCARTHY, Thomas John Henry, BA, MA, MLitt (Dubl.), MA, DPhil (Oxon.)	01-10-2004	30-09-2005
Medieval History	Lecturer Part-Time	NORTON, Margaret Joy Susanna, BA, PhD (Dubl.)	01-10-2004	30-09-2005
Microbiology	Research Fellow	MONAGHAN, Paul Jude, BSc (NUI)	16-11-2004	31-01-2005
Modern History	Lecturer	ARMSTRONG, Robert, BA (Lond.), PhD (Dubl.)	18-09-2004	Permanent
Nursing & Midwifery	Lecturer	JANSEN, Patricia, BA, MA (S.Af.), PhD (Witw.)	01-09-2004	Indefinite duration
Occupational Therapy	Lecturer	O'NEILL, Orla, MSc (University of Wales), Dip. in Occ. Therapy (Dubl.)	01-11-2004	31-10-2006
Occupational Therapy	Lecturer / Fieldwork Co-ordinator	SPIRTOS, Michelle, BSc (Dubl.)	18-11-2004	Indefinite duration
Pharmacy	Research Associate	CURRAN, Gemma, BSc (Carlow I.T.), MSc (Dubl.)	01-11-2004	30-04-2005
Physics	Research Associate	CÉSPEDES BOLDOBA, Oscar, BA (Dubl.)	01-10-2004	31-12-2004
Physics	Research Associate	FERNANDEZ CEBALLOS, Sergio, BSc (Cantabria), MSc (Fribourg)	01-10-2004	30-09-2005
Physics	Lecturer Part-Time	FRAIN, Caoimhe, BSc, PhD (NUI)	01-10-2004	01-10-2005
Physics	Research Fellow	NEOG, Amid, PhD (NUI)	01-12-2004	30-12-2005
Physics	Research Fellow	O'MAHONY, Donagh, BSc (NUI), PhD (Dubl.)	01-11-2004	30-05-2005
Physics	Research Fellow	SURRE, Frederic, Dip. Eng., M.Eng., PhD (ENSEEIH, Toulouse, France)	01-11-2004	31-10-2005
Physiotherapy	Lecturer	BRENNAN, Lucy, BSc (Dubl.), Registered General Nurse Training (School of Nursing, St. James' Hospital), Cert. Science for Nurses (DIT)	01-09-2004	31-08-2005
Physiotherapy	Lecturer	O'SULLIVAN, Cliona, BSc (Robert Gordon University, Aberdeen), MSc (Dubl.)	01-09-2004	31-08-2007
Physiotherapy	Lecturer	WALSH, Jeremy, BSc (University of Wales), MSc (Curtin)	01-09-2004	31-08-2007
Psychiatry	Visiting Scholar	YANG, Mao Sheng, BS (HengYang Medical College, China), M.S. (Sun Yat-Sen University of Medical Sciences, China), PhD (Shanghai Institute for Biological Sciences)	01-10-2005	30-09-2007
Pure & Applied Mathematics	Lecturer Part-Time	BUTLER, John, BA, MSc (Dubl.)	01-01-2005	31-05-2005
Pure & Applied Mathematics	Lecturer Part-Time	NÍ FLOINN, Eabhnat, BA (Dubl.)	01-10-2004	31-12-2004

Pure & Applied Mathematics	Lecturer Part-Time	O'HOGAIN, Seosamh, BSc, MSc (NUI), PhD (DIT)	01-10-2004	31-01-2005
Sociology	Research Fellow	DRAZIN, Adam Michael, PhD (Lond.), BA (Camb.)	01-10-2004	30-09-2005

Appendix 2 to Minute BD/04-05/104

Nominations for Appointment

Department	Post	Name and Qualifications	Start date	Termination date (if contract)
Information Systems Services	Network Administrator	JONES, Paul, BSc (HETAC)	15-11-2004	14-11-2005
Information Systems Services	Programmer (PARC Group)	McCABE, Jim, Dip. Information Systems (Dubl.)	06-09-2004	05-09-2006
Director of Buildings Office	Property Executive	O'SHEA, Pdraig, BSc (Limerick Institute of Technology)	30-08-2004	Indefinite Duration

Incorporating any amendments approved at subsequent Board meetings