

*Incorporating any amendments approved at subsequent Board meetings*

**The University of Dublin**

**Trinity College**

**Minutes of Board Meeting, 4 April 2007**

- Present* Provost (Dr J Hegarty), Registrar (Dr D J Dickson), Bursar (Dr D C Williams), Senior Lecturer (Dr C Kearney), Dr N J Biggar, Dr A Butterfield, Ms G Clarke, Ms M A Coffey, Dr J F Donegan, Mr H Kearns, Dr J M Kelly, Ms M Leahy, Dr E Mac Cárthaigh, Dr K J McGinley, Dr D P O'Donovan, Dr E J O'Halpin, Ms R Pe Palileo, Dr J A N Parnell, Dr A J Piesse, Mr D Quinn, Mr B Sweeney, Dr J K Vij.
- Apologies* Vice-Provost (Dr R M J Byrne), Dr A C Donnelly, Mr R Kearns, Ms D Keogh, Dr M A Lynch.
- In attendance*
- (ex officio)* Secretary, Treasurer, Assistant Secretary.
- (by invitation)* Dr O'Dell and Mr Mac Síthigh for BD/06-07/201  
Acting Academic Secretary for BD/06-07/204  
Vice-Provost for Medical Affairs/Head of the School of Medicine for BD/06-07/206

The Provost welcomed Professor Donegan who was attending his first Board meeting.

**SECTION A**

- BD/06-07/194 Minutes** The minutes of the meeting held on 28 February 2007 were approved and signed subject to the following amendment:
- BD/06-07/177 College's Conservation Policy** The heading was amended to read **College's Conservation and Development** and the phrase 'with a view to moving towards carbon reduction' was inserted after the word *policies* on the last line.
- BD/06-07/195 Matters Arising from the Minutes** A number of matters arising from the minutes were discussed and have been recorded below, (see minutes BD/06-07/196, 197, 198, 199).
- BD/06-07/196 Restructuring (see minute BD/06-07/169 of 28 February 2007)** The Board approved the Senior Lecturer's nomination of Ms Fidelma Haffey as a member of the Restructuring Advisory Group.
- BD/06-07/197 Finance Committee Minutes 7 February 2007: Minute FN/06-07/41 Catering Restructuring (see minute BD/06-07/179 of 28 February 2007)** In response to a query from Ms Leahy, the Secretary advised Board that it is College policy to honour all agreed pay awards to staff as they become due. In response to comments on the possible erroneous interpretation of minute FN/06-07/41, the Secretary advised Board that the minute, as drafted, was a true record of the discussion at the meeting but that the Finance Committee could be invited, at its next meeting to explain, for the record,

the context of the discussion and to reiterate that the College has no intention of departing from well-established practices in relation to the payment of negotiated pay awards.

**BD/06-07/198 Code of Conduct for use of College email system (see minute BD/06-07/165 of 28 February 2007)** Further to the approval in principle given at the previous meeting, the Board noted the appointment of Professor John McGilp as Pro-Senior Dean to investigate a possible breach by a named member of staff of the College's Code of Conduct in relation to the use of email.

**BD/06-07/199 Retention and Academic Promotion (see minute BD/06-07/172 of 28 February 2007)** The Secretary, in the absence of the Vice-Provost, invited Board's attention to a clarification to the exceptional procedures for considering applications for promotion to Associate Professorship which had been approved at the previous Board meeting. The Board agreed that, given the need for timely decision-making, a meeting of the Senior Promotions Committee to consider a case(s) for promotion to Associate Professorship, may proceed provided 50% of the members of that Committee were in attendance. In approving this proposal, the Board noted that the same conditions for the consideration of exceptional cases will now apply for meetings of the Senior Promotions Committee and the Personal Chairs Sub-Committee.

**BD/06-07/200 Provost's Report - HEA Funding Model** The Provost advised Board that the HEA's audit of student numbers in institutions, which is being carried out to ensure comparability across the sector, is not yet complete. He stated that, as previously advised, the HEA had agreed that in each year there would be no more than a 2% swing in funding for any one institution compared to the previous year's level. The Board noted that the IUA Registrars' Group has been investigating the implications of the HEA's Funding Model for the sector and for individual institutions and that issues in relation to lack of quality measures and the application of the model to a fixed budget had been identified, *inter alia*, as causes for concern. The Provost also invited Board's attention to the following options which the Board would have to consider in due course in order to address the implications of the model for the College:

- (a) increase undergraduate student numbers, which the Board noted runs counter to current Board policy;
- (b) accelerate the recruitment of international students and/or the number of postgraduate research students;
- (c) increase the level of philanthropic fund-raising;
- (d) reduce the College's cost base.

The Board also noted that issues in relation to the College's four-year degree programme would be addressed as part of the Bologna process.

The Provost advised Board that he would up-date Board at the next meeting.

**BD/06-07/201 Statutes Review** Dr E O'Dell and Mr D Mac Síthigh, present by invitation, attended for this item. Dr O' Dell introduced the work of the Statutes Review Working Party which was established by Board at its meeting of the 25 October 2006 (minute BD/06-07/026 refers). The Board noted the membership of the Working Party as comprising Dr E O'Dell (Chair), the Registrar, Dr S Boyce (TRSA), Mr P Guinness (Maxwells Solicitors), Ms M Sharp (Lecturers' Forum), Dr T D Spearman and Professor D M Singleton (Fellows). Dr O'Dell advised Board that the Statutes represent the College's core values and constitution but that by their nature they can constrain the College in certain

***Incorporating any amendments approved at subsequent Board meetings***

respects. Dr O'Dell invited Board's attention the following proposed drafting principles:

- (i) the Statutes will be drafted in the best interests of the College;
- (ii) the Working Party will draft Statutes to reflect Board policy;
- (iii) the Statutes will be drafted at the level of policies and principles with the intention that Schedules to the Statutes will contain matters of detail;
- (iv) there will be consistency in the use of language throughout the Statutes;
- (v) ambiguities and repetition will be removed from the text;
- (vi) there will be no predetermined outcomes driving the drafting of the Statutes;
- (vii) the final draft of the Statutes will be internally consistent and consistent with other relevant legislation.

Dr O'Dell outlined the role of the Board in the revision exercise, noting in particular that the Board's policies will be reflected in the Statutes and that the Working Party will draw on the Board's decisions in its deliberations. The Board also noted that Board approval is the first stage in the amendment process and that it will be followed by the request for assent of the Fellows and the approval of the Visitors. Dr O'Dell invited Board's attention to the meeting schedule and procedures which the Working Party intends to follow in the course of its work, noting that it is hoped to have the first draft for discussion available in Michaelmas Term 2008.

In response to a query, Dr O'Dell advised Board that the current Statutes will stay in force until the revised Statutes come into force on a specified date, noting that there is no retrospection in relation to the implementation of revised Statutes.

The Board, thanking Dr O'Dell, Mr Mac Síthigh and the Working Party for their work to date, approved the drafting principles as proposed.

**BD/06-07/202 Code of Governance in the University Sector** The Secretary invited Board's attention to the following documents which had been circulated:

- (i) memorandum from the Secretary to the College, dated 28 March 2007;
- (ii) memorandum from the Chairman of the Audit Committee, dated 28 March 2007;
- (iii) Code of Governance of Irish Universities.

He advised Board that the Code had been circulated by the HEA with the request that it be adopted by the Governing Authorities (or Boards) of all the universities. He noted that the Code had been developed by a Working Party of the HEA in consultation with representatives of the IUA Secretaries Group, Finance Group and Heads of Internal Audit and that the Working Party had been chaired by Mr Dermot Quigley, former Chairman of the Revenue Commissioners.

The Board noted that the Code was set out in three sections:

1. University Legislation and Related Legislative Frameworks
2. Universities Code: Principles and Best Practice
3. More detailed governance guidelines

The Secretary advised Board that while the College is generally compliant with its statutory obligations as laid down in Section 1, Section 2 directs that each university shall put in place a Code of Governance formally covering:

- The Governing Authority
- Role of Chair of the Board
- Briefing of new members
- Disclosure of interests
- Risk management

***Incorporating any amendments approved at subsequent Board meetings***

- Audit Committee
- Code of Conduct for Board members
- Code of Conduct for Employees

The Board noted that similar guidelines shall apply to subsidiaries and that the College must have a Customer Charter.

The Secretary invited Board's attention to the fact that the Provost must provide an annual governance statement to the HEA confirming that all required internal control and governance arrangements are in place. The Board noted that if a university fails to comply with any of the required areas of reporting it shall report such matters of non-compliance to the HEA, providing an explanation and stating any corrective action which has been taken or is contemplated. The Board also noted that the Chairman of the Audit Committee, when recommending Board approval for the Code, had stated that the Board should notify the HEA that, due to the short time for implementation, the College may have to evolve towards giving assurance of full compliance over a longer period of time than the 2006/2007 deadline currently in place.

The Secretary, in conclusion, noting that compliance with the Code will undoubtedly form part of the annual audit process and funding requirements in the future and that it may also require additional resources in some areas to enable the College to comply, invited the Board's attention to the recommendations that:

- (a) the Board approve the Code of Governance in principle, noting that to be consistent with the Trinity College Dublin (Charters and Letters Patent Amendment) Act, 2000, the College it will depart from the Code in some aspects;
- (b) the Code be referred to the Board's Standing Committees for consideration of how compliance can be addressed in their areas;
- (c) a small Working Group should be established to develop, by a participative approach, the more detailed Governance Guidelines.

In discussing the Code and the Secretary's proposals, the following issues were raised by Board members:

- implementing the Code in full will be a complex and costly process which will add significantly to the burden of administrative areas;
- all administrative areas should prepare annual reports incorporating strategic direction and achievements for the Board;
- every opportunity should be taken at the sectoral level to prepare procedures and codes which could be used in all universities;
- the Code could be a positive development in the governance of campus companies.

In response to queries, the Secretary advised Board that:

- the HEA has indicated that, while support is not available to give resources to individual institutions, funds are available to assist in training and the development of materials at a sectoral level;
- the Code will not apply to Trinity Foundation.

The Bursar advised Board that it had been previously agreed that administrative and support areas would prepare annual reports for consideration by their relevant Principal Committee but that implementation of this proposal had been deferred pending the outcome of the administrative and support restructuring.

The Board, noting the Audit Committee's recommendations, approved the adoption of the Code in principle and also approved the Secretary's recommendations as outlined in (a) to (c) above. The Secretary invited Board members who would be interested in participating in the Working Group to contact him.

***Incorporating any amendments approved at subsequent Board meetings***

**BD/06-07/203 Science Gallery Fund-Raising** The Secretary invited Board's attention to the current status of funding for the Science Gallery, noting that there is an out-standing capital deficit of €3.5m on the CRANN/Science Gallery building. The Board noted that since a capital loan of €5m had been given by the Board to the CRANN/Science Gallery project in November 2005 (minute BD/05-06/060 of 23 November 2005 refers) €1.5m had been secured from Trinity Foundation's fund-raising activities. The Secretary advised Board that a significant fund-raising drive to raise the additional €3.5m is now underway and that since January 2006, Trinity Foundation has been in negotiation with the Government regarding capital and operational funds for the Science Gallery, noting that a decision in this regard is expected shortly.

In response to queries from a number of Board members, the Secretary stated that the loan initially approved by Board had been intended to meet the Gallery's outstanding capital costs. The Board noting the Treasurer's comments in relation to the difficulty which there might be in the future in securing adequate funding for the Gallery's recurrent costs, noted the importance of securing Government funds in the short-term to ensure the future viability of what will be a national resource.

Following a brief discussion of the issues raised, in the course of which a number of Board members expressed concern about the future funding of the Gallery, it was agreed that the Director of the Gallery would be invited to prepare a short paper on the plans for the Gallery, including funding, and that he would be invited to present this paper at a future Board meeting.

**BD/06-07/204 Governance of New Faculties** The Acting Academic Secretary, present by invitation, attended for this item. The Senior Lecturer invited Board's attention to a memorandum, dated 30 March 2007 which had been circulated. The Board noted the time-table for consultation with Council and Board which would ensure that final decisions on Faculty governance would be made in time to allow structures to be in place for the next academic year.

The Senior Lecturer advised Board that the Restructuring Advisory Group had approved the establishment of a web page to facilitate consultation with the College community on draft proposals on academic and administrative restructuring. He stated that all proposals and comments from the community are posted to the website and will be considered by the Group in drafting final proposals for Board decision.

The Senior Lecturer invited Board's attention to proposed procedures for the selection of Faculty Deans which addressed eligibility criteria, nomination and election procedures. The Board also noted proposals in relation to internal and external appointments, the term of office and the interim arrangements for 2007.

The Senior Lecturer invited Board's attention to proposed Guiding Principles for the New Faculty Governance including specific arrangements for representation on each of the Faculty Executive Committees. The Board noted the recommended review arrangements for the governance and management of Faculties.

In the course of a discussion on the draft proposals the following points were made by Board members:

- (i) a number of technical issues associated with the single vote transfer system being used in the election of Deans need to be clarified as does the proposed role of the Provost in accepting nominations for election and having the casting vote when there is a tie in the number of votes received by candidates;

***Incorporating any amendments approved at subsequent Board meetings***

- (ii) the specific staff groupings which will comprise the electorates for the election of Deans will need to be tightly defined so as to avoid ambiguity in relation to certain staff categories;
- (iii) a term of office of five years with an option to renew for a further three years may be too long. A preference was expressed for a four year term or a three year term with an option to renew for a further three years. It was noted that a long term of office might be a deterrent to suitable candidates;
- (iv) should a Dean wish to go forward for a second term of office, consideration should be given to having an election for the position, as is currently the case, rather than adopting the proposal that the appointment would be made on the recommendation of the Faculty Executive Committee;
- (v) the impact of restricting eligibility for election to Deanship to Professorial and Associate Professorial levels should be considered;
- (vi) academic staff should be represented on Faculty Executive Committees;
- (vii) consideration should be given to including a requirement that Faculty Deans establish Faculty Committees which, it was suggested, would foster collegiality and linkages between the component Schools;
- (viii) consideration should be given to putting an appeals process in place for those potential candidates for Deanship who were deemed ineligible by the Provost.

In response to a query, the Senior Lecturer advised Board that the guiding principles for the governance of the Health Sciences Faculty would be included in future documents. He also advised Board that the governance proposals were being made following discussion with the Heads of School in each Faculty and that election had been identified as the preferred method for appointing Deans.

It was also noted that the representation of the Therapy Schools within the School of Medicine's governance structures needs to be addressed.

The Senior Lecturer and Dr O'Donovan, a member of the Restructuring Advisory Group, clarified a number of technical issues associated with the percentage spread of votes across the different categories of staff in the proposed electorates in specific Faculties. They also clarified that it was proposed that student representatives at Faculty level would be part of the electorate.

The Senior Lecturer thanked the Board members for their constructive comments.

**BD/06-07/205 Fellowship 2007** The Board noted the nominations to Fellowship as presented by the Provost.

**BD/06-07/206 Academic Medical Centre** The Provost, introducing the topic, invited Board's attention to the previous Board decision that a fundamental review of the College's relationship with its Teaching Hospitals should be carried out (minute BD/05-06/289 of 31 May 2006 refers). He stated that concerns about the role of the College in the governance of the Haughton Institute, which had been raised by the Audit Committee, would be addressed following this review. The Provost advised Board that a Steering Group, chaired by Mr Sweeney, with its membership drawn from the College, St James's Hospital and the Adelaide and Meath Hospital, Dublin Incorporating the National Children's Hospital, assisted by an Executive Group, had commenced its work and that a draft outline proposal to establish an Academic Medical Centre had been presented to Board for discussion and that there would be further briefings and discussion as the talks progress.

*Incorporating any amendments approved at subsequent Board meetings*

Professor Kelleher, the Vice-Provost for Medical Affairs and Head of the School of Medicine, present by invitation, invited Board's attention to a memorandum dated 8 March 2007 and to the draft outline proposal to create an Academic Medical Centre (AMC), which had been circulated. He introduced the concept of an AMC and stated that it would integrate education, research and service delivery in the College and in the Hospitals and would offer the opportunity for each institution to achieve excellence in all its functions and at the same time provide a single point of contact for all external relationships.

Professor Kelleher outlined the reasons why Trinity should become involved in the proposed AMC and he emphasised that, as the AMC would be academically driven, it would facilitate the College in recruiting and retaining leading clinician scientists whose research would contribute to the cutting edge of health care. The AMC would also facilitate interaction with allied disciplines in both the Hospitals and the College. The Board noted the range of organisational and governance issues which would have to be addressed in developing the AMC and Professor Kelleher invited Board's attention to the models which pertained in similar Centres in North America and Europe. Professor Kelleher also invited the Board's attention to the governance options which had been assessed by the Executive Group and advised Board that a single governance model had been identified as the preferred option, noting that, while it would be more complex to establish it would be more efficient in its operations. The Board noted that under this arrangement the AMC would operate as a single entity, under the leadership of a senior medical academic, with a single Board and Mission and unified reporting lines to individual stakeholders. It was envisaged that there would be an executive management team governing education, research and service with an interface established between the AMC and the Trinity Board. Professor Kelleher invited Board's attention to the proposal that if an AMC were to be established, its operation would be implemented on a phased basis. He noted the advantages of a phased approach, which it was proposed would be overseen by a Transitional Executive.

Professor Kelleher concluded by summarising the benefits of the AMC for the College, the Hospitals and their patients.

In the course of a discussion on the draft proposals, in which Board members expressed general support for the concept of the AMC, Professor Kelleher advised Board that:

- (i) the discussions are currently confined to Trinity's School of Medicine, (including its Therapy Schools), but noted that other Schools in the Faculty would not be precluded from being involved in the AMC at some time in the future;
- (ii) the proposals for the AMC relate to the College and its two main Teaching Hospitals, St James's Hospital and the Hospital at Tallaght. The Board, noting the complex legal framework for the hospital sector in Ireland, noted that other Hospitals could possibly join or be affiliated to the AMC in the future;
- (iii) the Health Services Executive representative on the Executive Group and the Steering Group is favourably disposed to the AMC model and there is a recognition that funds will be required to create additional academic posts and to facilitate hospital consultants carrying out research as part of their contracts of employment;
- (iv) it is expected that consultants in general will support the development and that the formal recognition of the academic work of consultants will give the College control over the quality of teaching and other academic activities, noting that under current arrangements these activities are carried out by consultants on a *pro bono* basis for the College;
- (v) the personnel issues associated with the proposed AMC will require careful consideration and negotiation and it is proposed that they will be addressed by

***Incorporating any amendments approved at subsequent Board meetings***

the Transitional Executive. The potential difficulties in transferring pension arrangements between institutions were noted.

The Board noted the Treasurer's comments about the scope of the many operational issues which would have to be resolved to implement an AMC as envisaged.

The Provost thanked Professor Kelleher for his contribution to the meeting and invited Board members to send any further comments they may have directly to Professor Kelleher. He advised Board that a further document on the creation of the AMC would be presented to Board in due course.

**BD/06-07/207 Acta of the University Council** The Board confirmed Acta of the University Council from its meeting held on 7 March 2007 subject to further comments covering CL/06-07/113, CL/06-07/116, CL/06-07/118, CL/06-07/119..

**BD/06-07/208 Cessation of Academic Programmes (see Actum CL/06-07/113 of 7 March 2007)** The Senior Lecturer invited Board's attention to the procedures which had been approved by Council for the cessation of academic programmes and which had been previously notified to Board (minute BD/06-07/163 (ii) of 28 February 2007 refers). He also invited Board's attention to a discussion which had taken place at the Council meeting in relation to the Bachelor in Acting Studies (BAS) degree. The Board noted that Council had agreed that the decision to discontinue the BAS programme had been correctly taken under delegated authority.

Dr Piesse invited Board's attention to a motion which had been passed by the Fellows for consideration by the Board viz. 'that, in the best interest of College, Board consider, first, suspending the decision to discontinue the Bachelor in Acting Studies; and, second, revising the remit of the review committee chaired by Professor Grene so as to include the possible continuation of the Bachelor in Acting Studies.' This was noted.

The Board noting that the Forum of Actor Training under the Chairmanship of Professor Grene, which had its first meeting on 26 March, had agreed that it would have a very wide remit without any preconceived outcomes, and agreed that there would be no further consideration of the cessation of the BAS pending the outcome of the Forum's deliberations.

**BD/06-07/209 Nominations for Appointment (see Actum CL/06-07/116 of 7 March 2007)** The Board on the nomination of the University Council, approved the appointments as summarised in Appendix 1 and 2 to these Minutes.

**BD/06-07/210 Annual Office** The Board approved the nomination of Dr Jürgen Barkhoff as Registrar with effect from 5 April 2007 to replace Professor David Dickson, who had resigned due to academic commitments. The Board expressed its appreciation to Professor Dickson for his work as Registrar and his contribution to the Board during his term of office.

The Provost invited Board's attention to the following nominations to Annual Office, noting that they would be formally proposed for approval at the next Board meeting and that their terms of office would commence on 13 July 2007:

Dean of Research:	Dr David George Lloyd:
Dean of Graduate Studies:	Professor Carol Ann O'Sullivan
Senior Dean:	Professor Michael Bevan Jones

***Incorporating any amendments approved at subsequent Board meetings***



**BD/06-07/211 Senior Promotions Committee 2006: Report on Appeals** Under Other Business, the Board noted and approved the outcomes of the *Ad Hoc* Appeals Committee which had investigated appeals against three decisions of the Senior Promotions Committee 2006.

**BD/06-07/212 Student Administration System (SAS)** Under Other Business, Professor O'Halpin, Chair of the Information Policy Committee, invited Board's attention to a discussion which had taken place at the Committee's meeting on 15 March 2007 in relation to the Student Administration System. He advised Board that, having considered the consultants' conclusions and a report from the SAS Steering Committee, the Information Policy Committee had decided to recommend the suspension of the development of the Q+ SAS Project. The Board noted that the Committee had requested a report from the MIS Manager in Information Systems Services, for its next meeting, that would give details on the two options now facing the College, viz. (i) issue a new Request for Proposals and select an alternative vendor; or (ii) develop the student administration system within the College.

Professor O'Halpin stated that the College had taken decisive action by initiating a review of the SAS project and pausing further development once the difficulties with its implementation had been identified. He noted that, as part of the work carried out to date, many of the College's procedures and processes have been documented and will be available for future developments. The Board noted that, in considering which of the two options to adopt, cognisance will have to be taken of the fact that there has been a major build-up of expertise in IS Services since the initiation of the SAS project as well as a significant accretion of expertise in the Senior Lecturer's Area.

Professor O'Halpin advised Board that the timetabling system, which was an element of SAS, has been a success. The Board noted that, pending the development of the new system, the existing student administration system will continue to support students' academic activities in College.

Dr Butterfield, a Board member on the Information Policy Committee, advised Board that, even though costs had been incurred by the College in pausing the SAS project, they were less than if the system had been fully implemented with the identified mismatch between the College's requirements and the software's capability to meet those needs. The Board noted that multi-annual funding by the Government would be very advantageous when managing a project of this scale.

The Board agreed that the Board would receive, at the earliest opportunity, all documentation in relation to the SAS which was being considered by the Information Policy Committee.

The Board also agreed that sufficient time should be taken to review all options thoroughly to ensure that the correct decision will be made to ensure the implementation of a successful student administration system.

**BD/06-07/213 Staff Secretary – Patrick Anthony McMahon, BComm (NUI), MBA (NUI)** Under Other Business, the Board appointed Mr P A McMahon to the post of Staff Secretary with effect from 30 April 2007, on the terms and conditions as set out on the nomination form which was tabled.

***Incorporating any amendments approved at subsequent Board meetings***

**BD/06-07/214 Administrative and Support Services Restructuring** Under Other Business, in response to a query, the Secretary advised Board that a road-map and time-table for the restructuring of administrative and support services would be available for the next Board meeting.

#### SECTION B

**BD/06-07/215 Audit Committee** The Board noted, and where appropriate, approved proposals in the draft minutes of the Audit Committee from its meeting of 27 February 2007.

**BD/06-07/216 College Safety Committee** The Board noted, and where appropriate, approved proposals in the draft minutes of the College Safety Committee from its meetings of 15 December 2006 and 10 January 2007.

**BD/06-07/217 Equality Committee** The Board noted, and where appropriate, approved proposals in the draft minutes of the Equality Committee from its meeting of 8 March 2007.

**BD/06-07/218 Information Policy Committee (see Actum CL/06-07/118 of 7 March 2007)** The Board noted, and where appropriate, approved proposals in the draft minutes of the Information Policy Committee from its meeting of 8 February 2007.

**BD/06-07/219 Personnel and Appointments Committee (see Actum CL/06-07/119 of 7 March 2007)** The Board noted, and where appropriate, approved proposals in the draft minutes of the Personnel and Appointments Committee from its meeting of 7 February 2007.

**BD/06-07/220 Resource Management Committee** The Board noted, and where appropriate, approved proposals in the draft minutes of the Resource Management Committee from its meeting of 12 March 2007.

#### SECTION C

**BD/06-07/221 Chaplaincy – Church of Ireland** The Board approved, on the nomination of the Archbishop of Dublin, the appointment of the Revd Darren McCallig to the vacant Chaplaincy, with effect from 13 August 2007 (in place of the Revd Dr Alan McCormack).

**BD/06-07/222 Higher Degrees** The Board noted Higher Degrees, approved by the sub-committee of Board and Council on 27 February 2007.

**BD/06-07/223 Sealings** The Board noted:

- (i) **Ground Rent – Lagan, Keady, Co Armagh** The Seal of the College was put to an indenture between the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Mr Michael Leer, Lagan, Keady, Co Armagh for the buy-out of ground rent of lands at Lagan. [6/3/07]

*Incorporating any amendments approved at subsequent Board meetings*

- (ii) **Lincoln Inn – Surrender of Lease** The Seal of the College was put to an indenture between Michael Gleeson, Landlord and the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin for the surrender of the lease of the Lincoln Inn. [6/3/07]
- (iii) **Dublin University Sports Complex, Santry – Joseph Morgan** The Seal of the College was put 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 occupation of premises at the Lodge, Dublin University Sports Complex, Santry. [14/3/07]
- (iv) **Dublin University Sports Complex, Santry – Joseph Morgan** The Seal of the College was put 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 the location of a mobile home at the Lodge, Dublin University Sports Complex, Santry. [14/3/07]

**BD/06-07/224 Prizes and Other Awards** The Board noted and approved the following awards:

- (i) **John F Chambers – Lennox Bursary**  
Ms J Browne (02898292) (€1587.17)
- (ii) **Minchin Bursary**  
Ms T Farrelly (04519353) (€1,270)  
Ms F Maye (04560175) (€1,270)  
Mr T Murphy (02924544) (€1,270)

**BD/06-07/225 Bequests and Benefactions – Estate of Revd A W E Barcroft** The Board noted and approved memorandum from the Treasurer, circulated dated 28 February 2007.

**BD/06-07/226 Fellowship** The Board noted the following resignations:

- (i) Professor N J Biggar (Religions and Theology), from 30 September 2007;
- (ii) Professor P P Walsh (Economics), from 30 June 2007.

**BD/06-07/227 Staff Matters - Resignation – Academic Secretary** The Board noted the resignation of Ms V Jenkins, with effect from 26 March 2007. The Board agreed that the position of Academic Secretary would be advertised as soon as possible.

**BD/06-07/228 Calendar Entries**

- (i) **Desmond and Maud O'Connor Prize** The Board noted and approved memorandum from the Treasurer, circulated dated 27 February 2007;
- (ii) **Barbara Wright Prize** The Board noted and approved memorandum from the Treasurer, circulated dated 21 February 2007.

**BD/06-07/229 Dublin Molecular Medicine Centre** The Board noted the resignation of Mr M Gleeson as a Board member of the DMMC and the continuation of Professor D P A Kelleher and Dr D G Lloyd as Directors.

**BD/06-07/230 Financial Reporting: Explanatory Statements to accompany accounts for 2002-2003 and 2003-2004** The Board noted and approved memorandum from the Secretary to the Audit Committee, circulated dated 27 March 2007.

**BD/06-07/231 Nominations for Appointment** The Board approved the nominations for appointment, as circulated (see Appendix 3 to this Minute).

**BD/06-07/232 Nominating Committees** The Board noted the following memberships:

- (i) **Student Counselling Service – Student Counsellor – Administrative Grade 1 (permanent) (see BD/06-07/159 (vii) of 31 January 2007)** The Board noted that Ms M Murray (UCD) replaces Ms S Lindsay (DIT) as the external member of this committee.
- (ii) **Law School – School Administrator – Administrative Grade 3/2 (permanent)**  
Acting Head of School (Professor W Binchy)  
Mr A W E Schuster  
Ms A Anderson  
Ms C O'Neill (UCD)
- (iii) **Library**
  - (a) **Head of Digital Resources and Imaging – Assistant Librarian 1 Grade (3-year contract)**  
Librarian  
Deputy Librarian  
Ms S Bioletti  
Dr A J Piesse  
Ms M Burke (UCD)
  - (b) **Metadata Cataloguer – Assistant Librarian Grade 2 (3-year contract)**  
Librarian  
Deputy Librarian  
Ms M Flood  
Dr A J Piesse  
Ms M Burke (UCD)
  - (c) **Research Support Librarian (SFI) – Assistant Librarian 2 Grade (one year contract)**  
Deputy Librarian  
Mr J D T Peare  
Ms A Healy  
Dr S J Boyce
- (iv) **Senior Lecturer's Area – Administrative Officers**
  - (a) **Business Analyst – Administrative Grade 2/1 (3 year contract)**  
Assistant Secretary to the College  
Academic Secretary (Acting)  
Ms A Anderson  
Dr M J Carroll  
Mr M Kavanagh (NUI Galway)
  - (b) **Graduate Studies – Administrative Grade 2/1 (indefinite duration)**  
Assistant Secretary to the College  
Academic Secretary (Acting)  
Dean of Graduate Studies  
Professor D G Little  
Dr A Mills (NUI Cork)

*Incorporating any amendments approved at subsequent Board meetings*

- (c) **Senior Lecturer's Office – Administrative Grade 3/2 (indefinite duration)**  
Assistant Secretary to the College  
Academic Secretary (Acting)  
Ms A Anderson  
Dr M J Carroll  
Mr M Kavanagh (NUI Galway)
- (d) **Senior Lecturer's Office – Administrative Grade 2/1 (permanent)**  
Secretary to the College  
Academic Secretary (Acting)  
Ms A Anderson  
Professor J A N Parnell  
Mr P Shearer (UCD)
- (v) **Student Counselling Service – Administrative Grade 1 (maternity cover – 6 months)**  
Director of Student Counselling  
Ms R Agnew  
Dr A Tuffery

**BD/06-07/233 Committees – Personnel and Appointments Committee** The Board noted and approved the nomination of Professor J F Donegan as a member of this committee, in place of Professor W J Blau.

Signed: .....

Date: .....

## Appendix 1 to BD/06-07/209

**Nominations for Appointment (see Actum CL/06-07/116 of 7 March 2007)**

<b>Department</b>	<b>Post</b>	<b>Name and Qualifications</b>	<b>Start date</b>	<b>Termination date (if contract)</b>
Chemistry	Research Fellow	ROYDHOUSE, Mark, M.Chem. (York), Ph.D. (St And.)	15-01-2007	14-09-2007
Clinical Medicine	Part-time Lecturer	HARRIS, James, B.Sc. (Nott.), Ph.D. (University of West England)	01-02-2007	31-01-2010
Germanic Studies	Visiting Research Fellow	SMITH, Stuart, B.A. (Wales), Ph.D. (Dubl.)	01-03-2007	30-09-2008
Institute for International Integration Studies	Research Fellow	LIAO, Xijuan, B.Eng. (Beijing Forestry University), Cert. in Advanced Applied Commercial English (Beijing Foreign Language University), M.B.A., Ph.D. (Wales), Cert. in Business Civilisation (Paris IV)	01-04-2007	31-08-2008
Law	Part-time Lecturer	KELLY, Cliona, B.C.L. (N.U.I.)	01-12-2006	30-09-2008
Law	Visiting Academic	ZIFCAK, Spencer, LL.B., M.A.I.A.M., Cert. in Arbitration & Mediation (Adel.), B.A. (Melb.), B.S.W. (La Trobe), Ph.D. (London)	15-01-2007	12-07-2007
Medicine	Clinical Tutor	NEUMAN, John Correia, M.B.B.S. (Karn.), M.R.C.P.I.	01-10-2005	30-09-2008
Medicine	Clinical Tutor	KYAW TUN, Tommy, M.B., B.Ch., B.A.O. (R.C.S.I.), M.R.C.P.I., M.R.C.P. (U.K.)	01-10-2003	30-09-2007
Medicine	Research Fellow	RUNGAPAMESTRY, Vanessa, B.Sc., Ph.D. (Aberd.)	01-05-2007	30-04-2009
Psychiatry	Research Associate	ROGERS, Cathryn, B.A., B.A.O., B.Ch., M.B. (Dubl.), M.R.C.Psych.	01-03-2007	30-06-2008
Psychiatry	Research Fellow	NÍ BHRIAIN, Siobhán, M.R.C.Psych, M.R.C.P (U.K.), B.A.O., B.Ch., M.A. (N.U.I.)	01-09-2006	31-08-2009
Sociology	Research Associate	GALVIN, Treasa, B.Soc.Sc. (N.U.I.), B.Sc., D.Phil. (Z'bwé.)	01-03-2007	01-03-2010
Surgery	Research Fellow	MAHER, Stephen, B.Sc. (Institute of Technology, Tallaght), Ph.D. (R.C.S.I.)	08-05-2007	07-05-2010

## Appendix 2 to BD/06-07/209

**Research Fellows converted to Contracts of Indefinite Duration in compliance with  
the Protection of Employees (Fixed-Term Work) Act, 2003 (see Actum CL/06-07/116 of 7 March 2007)**

<b>Department</b>	<b>Post</b>	<b>Name and Qualifications</b>	<b>Start date</b>	<b>Termination date (if contract)</b>
Biochemistry & Immunology	Research Fellow	GREGG, Daniel, B.Sc. (Victoria U.T.), Ph.D. (Dubl.)	01-02-2007	Indefinite duration
CRANN / Chemistry	Research Fellow	NAYDENOV, Borislav, M.S. (Sofia State), Dr.Phil. (T.U. München)	01-01-2007	Indefinite duration
Genetics	Research Fellow	NGA, Thi Lao, B.Sc. (Ho Chi Minh City), Ph.D. (N.U.I.)	01-02-2007	Indefinite duration
Pharmacology & Therapeutics	Research Fellow	KLYUBIN, Igor, M.Sc. (St. Petersburg State Tech.), Ph.D. (Russian Academy of Sciences)	01-01-2007	Indefinite duration
Physics	Research Fellow	OZGUR OZER, Hakan, B.Sc., M.Sc., Ph.D. (Bilkent.)	01-01-2007	Indefinite duration
Physics	Research Fellow	KOBAYASHI, Takeyuki, B.Sc., M.Sc., Ph.D. (Keio.)	31-12-2006	Indefinite duration
Physiology	Research Fellow	WELSBY, Philip, B.Sc. (Aberd.), Ph.D. (Glas.)	01-01-2007	Indefinite duration
Physiology	Research Fellow	WANG, Qin-Wen, B.Sc. (Lanzhou.), M.D. (Tongji.)	01-01-2007	Indefinite duration

*Incorporating any amendments approved at subsequent Board meetings*

## Appendix 3 to Minute BD/06-07/231

**Nominations for Appointment**

<b>Department</b>	<b>Post</b>	<b>Name and Qualifications</b>	<b>Start date</b>	<b>Termination date (if contract)</b>
Psychology	HILAS Project / Quality Manager	CAMPBELL, Kayleen Theresa, B.Sc. (Queensland Institute of Technology), M.Sc., Ph.D. (Qld.)	19-02-2007	18-02-2008
Sports Centre	Marketing & Membership Services Administrator	CUSACK, Eamon, Dip. in First-line Management (H.E.T.A.C.), Cert. in Exercise & Health Studies, Cert. in Personal Training and Spinning (N.C.E.H.S.)	23-03-2007	22-03-2010