

The University of Dublin

Trinity College

Minutes of Board Meeting, 8 July 2009

<i>Present</i>	Provost (Dr J Hegarty), Vice-Provost/Chief Academic Officer (Dr P J Prendergast), Senior Lecturer (Dr A Douglas), Registrar (Dr J Barkhoff), Bursar (Dr M M O'Mahony), Dr S P A Allwright, Ms G Clarke, Mr P G Connell, Mr W J Dowling, Ms O S Foley, Mr R Hodson, Dr E Mac Cárthaigh, Dr A McElligott, Dr J F McGilp, Ms P Murphy, Dr E J O'Halpin, Dr A J Piesse, Mr C Reilly, Dr H J Rice, Dr S M Ryan, Dr D M Singleton, Mr H Sullivan, Dr J K Vij.
<i>Apologies</i>	Dr K J McGinley, Dr D O'Neill, Mr B Sweeney, Ms M A Coffey.
<i>In attendance</i>	Ms S Mac Bride.
<i>(ex officio)</i>	Acting Secretary, Treasurer (Acting).
<i>(by invitation)</i>	Interim Chief Operating Officer. Director of Strategic Initiatives (for BD/08-09/310 and BD/08-09/311) Dr E O'Dell and Mr J Gallen (for BD/08-09/315) Dean of Research (for item BD/08-09/316)

SECTION A

- BD/08-09/307 **Minutes** The minutes of the meeting held on 17 June 2009 were approved and signed.
- BD/08-09/308 **Matters Arising from the Minutes** A number of matters arising from the minutes were discussed and have been recorded below, (see minutes BD/08-09/309, 310, 311 below).
- BD/08-09/309 **Appointment of Provost - Procedures - Report of Board Sub-Group on the Choice of Future Provosts (see minute BD/08-09/283 of 17 June 2009)** The Provost advised Board that, following consultation with the Fellows, an additional provision would be added to the procedures relating to the interview process. The Board agreed that, in identifying candidates for whom there is a *prima facie* case for proceeding to election through the interview process, the normal procedure operated in the College of seeking consensus would apply to any decision taken.
- BD/08-09/310 **Pension Matters (see minute BD/08-09/278 of 17 June 2009)** The Director of Strategic Initiatives, present by invitation, advised Board that the legislation transferring the College's pension assets and liabilities has now been enacted by the Oireachtas. The Board noted that efforts are being made to restore the provisions relating to retirement at 60 which were in place prior to 2003.
- BD/08-09/311 **Forum on Actor Training (see minute BD/08-09/286 (vi) of 17 June 2009)** The Director of Strategic Initiatives, present by invitation, advised Board that a

philanthropic trust has offered a capital sum for the establishment of professional actor training within College. The Board noted that flexibility would be needed in relation to the structure, operation and logistics of any acting courses offered by the College as, due to the nature of such courses, they may not run in tandem with the normal academic terms.

The Director of Strategic Initiatives advised Board that formal proposals, including a risk analysis and financial projections, would be brought to Board in Michaelmas Term 2009.

BD/08-09/312 Provost's Report The Provost advised Board of the current status of the employment moratorium. The Board noted that the Irish Universities Association (IUA) had not received a response to proposals for the Employment Control Framework submitted to the HEA.

The Provost advised Board that, pending the agreement of an Employment Control Framework with the HEA, the College would continue to operate on the basis of the IUA interim framework, noting that staff numbers funded from the exchequer core-grant would not exceed the December 2008 level until December 2010 without the College going into financial deficit. The Board approved this approach noting that recruitment would continue for posts funded from other sources and that the College would continue to seek additional non-exchequer income streams.

BD/08-09/313 Planning Group - First Report The Vice-Provost/Chief Academic Officer invited Board's attention a memorandum dated 30 June 2009, which had been circulated. He advised Board that the Planning Group had been meeting fortnightly since February 2009 with the objective of creating a plan to ensure that a strategic approach would be taken to the use of current financial resources in light of the current economic climate. The Vice-Provost/Chief Academic Officer invited Board's attention to the proposals from the Planning Group, noting in particular financial management in the near and medium terms addressing the following issues:

- estimated outturn for the year to 30 September 2009;
- projected 2010 financial deficit;
- cost management;
- income generation from ancillary services;
- improving student retention, noting that a target of 90% retention for undergraduate students had been approved by Council at its meeting on 24 June 2009 (Actum CL/08-09/202 refers).

He invited Board's attention to the progress which had been made in the preparation of the College's Strategic Plan (see minute BD/08-09/314 below) and advised Board of the progress being made on the introduction of the new Resource Planning Model.

In conclusion, the Vice-Provost/Chief Academic Officer sought Board's approval to:

- (i) stabilise the 2009/2010 position by adopting the proposals for cost savings by:
 - (a) embedding 2008/09 savings in academic areas (€2.5m) and securing additional incremental savings of €2m (2%);
 - (b) having previously embedded 2008/09 savings in administrative and service areas, securing additional incremental savings of €1.5m (2%);
 - (c) securing an additional contribution of €1m from ancillary areas.
- (ii) Managing future costs by:
 - (a) making strategic expenditure commitments up to €1.5m - €2m before 30 September 2009 and a further €2m before the end of December 2009 to deliver pay cost reductions;

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- (b) creating HR tools/mechanisms to develop strategic pay savings;
- (c) develop mechanisms for operating an Employment Control Framework within December 2008 numbers and planned financial resources.

In the course of a discussion, the Vice-Provost/Chief Academic Officer and the Interim Chief Operating Officer clarified a number of technical issues raised by Board members, including that:

- (a) the possible introduction of the Public Sector Incentivised Scheme for Early Retirement is not available to the College due to its pension arrangements, noting that any College scheme would be operated in accordance with clear criteria taking into account the implications for remaining staff and the College's strategic objectives;
- (b) it is expected that there will be a reduction in next year's HEA core grant;
- (c) resources will be needed to address the issues of student retention;
- (d) following the decision to increase rent for on-campus accommodation for 2009/2010, further decisions in this regard would be deferred until the Director of Accommodation and Catering carried out a review of this matter in the context of external market forces in Michaelmas Term 2009;
- (e) consultation with Trade Union groups will take place in relation to staffing issues.

The Board approved the recommendations of the Planning Group as presented.

BD/08-09/314 Development of the Strategic Plan (2009-2014) The Vice-Provost/Chief Academic Officer invited Board's attention to a memorandum dated 30 June 2009, which had been circulated. He advised Board of the status of the development of the Strategic Plan, noting:

- (i) **Outline of the Strategic Plan 2009-2014** indicating the following chapters to be included:
 1. Introduction
 2. Creating New Knowledge
 3. Teaching and Learning
 4. Knowledge Transfer and Entrepreneurship
 5. The Student Experience
 6. Engagement with Society
 7. Enabling with Strategy
 8. Implementing the Strategy
 9. Acknowledgments
- (ii) **The Mission and Values of Trinity College Dublin**
- (iii) **Draft Strategic Plan Goals**

In response to a query, the Vice-Provost/Chief Academic Officer advised Board that all goals will be assessed against the resources available to achieve them, before inclusion in the final version of the Strategic Plan.

The Vice-Provost/Chief Academic Officer invited Board members to liaise directly with the Strategic Planning Group should they wish to contribute to the development of the Strategic Plan's goals. The Board noted that the final version, including a risk analysis, will be brought to Board for approval in Michaelmas Term 2009.

BD/08-09/315 Statutes - Community, Fellows and Scholars Dr O'Dell and Mr Gallen, present by invitation, invited Board's attention to the memorandum from the Statutes Review

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Working Party (SWRP), dated 1 July 2009, which had been circulated outlining draft chapters relating to the Community, the Fellows and the Scholars.

In the course of a detailed discussion, the Board approved the direction being taken by the SRWP on the issues presented by Dr O'Dell and agreed to the inclusion of:

- (i) the proposed section on Treasures;
- (ii) the proposed section on Services and associated Schedule;
- (iii) the proposed section on Professors and associated Schedule;
- (iv) the Chapter relating to the Wider Community.

The Board agreed to a number of technical issues which were necessary for the next stage of drafting by the SRWP, including that:

- (v) Tutors may be appointed from among other full-time members of staff whose duties are considered to be sufficiently similar to those undertaken by members of academic staff;
- (vi) the proportions for election to all categories of Fellowship should be set at three-fifths;
- (vii) the proportions for the removal of Honorary Fellows should be set at three-fifths;
- (viii) the formula for the length of scholarship should be as proposed in section 7(2)b in the draft Chapter on Scholars;
- (ix) a schedule to the Chapter on Officers should be included;
- (x) a narrow power to award posthumous degrees and degrees under special circumstances on the recommendation of the Registrar should be included;
- (xi) a schedule presenting declarations in Latin, English and Irish should be included.

The Board noted that a further draft reflecting these inclusions will be brought to Board in Michaelmas Term 2009 for approval. The Board thanked Dr O'Dell, Mr Gallen and the Working Party.

BD/08-09/316 Resource Planning Model (RPM) - Research Quality Metrics The Dean of Research, present by invitation, invited Board's attention to a memorandum dated 30 June 2009, which had been circulated. He advised Board that a Working Group comprising the Dean of Research, three Faculty Deans and the Vice-Provost/Chief Academic Officer had been established to develop a mechanism by which the allocation to research might be made under the proposed RPM. He further advised Board that the Group, noting the College's overarching research objectives, had focused on developing a measure which would reward research quality.

The Dean of Research, noting that one quality measure would not be appropriate to all areas, outlined three proposed principles for research quality measures.

Principle 1 - To reward and to incentivize research participation by academic staff across College, whereby thirty per cent of the RPM research credit would be allocated to Schools based on the percentage of staff participating in research.

In the course of a discussion, Board members raised concerns that such a broad assessment would be difficult to implement and that the principle does not link directly with rewarding quality.

Principle 2 - To encourage research quality and growth across College, whereby thirty per cent of RPM research credit would be allocated to Schools based on their successful attainment of publicly stated research objectives.

In the course of a detailed discussion, the following issues were raised by Board members:

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- (i) the principle will lead to increased administration for Schools in gathering information on an annual basis;
- (ii) the scope for improvement is very small in areas that already have high levels of performance;
- (iii) researchers may be tempted to abandon their primary research in favour of incentivised areas;
- (iv) there is no mechanism in place to reward areas which achieve sustained excellence;
- (v) the suggested period of one year is too short.

Principle 3 - To benchmark performance against peer international units, whereby forty per cent of the RPM research credit would be allocated to Schools based on their performance relative to a nominated peer unit in a comparable international institution.

In the course of a detailed discussion, the following issues were raised by Board members:

- (vi) assessment may be easier on a discipline-by-discipline basis rather than at School level;
- (vii) the principle cannot be properly assessed until a method to gather information is devised;
- (viii) it will be difficult to identify international units with which to make comparisons;
- (ix) funding levels in the comparable international unit may be much higher than in Trinity thereby leading to an unfair comparison;
- (x) it will be difficult to ascertain the metrics in a comparable international unit;
- (xi) projections of the effect of any proposed metrics on the RPM will be necessary to enable Board to make an informed decision, particularly regarding risk assessment.

The Dean of Research agreed to bring further proposals to Board in Michaelmas Term 2009 taking into account the points raised by Board Members. The Board agreed that three members of Board would be co-opted on to the Research Quality Metrics Working Group.

The Provost thanked the Dean of Research for his report, acknowledging the innovative approach to a difficult issue.

BD/08-09/317 E-Strategy The Interim Chief Operating Officer, introducing the topic, advised Board that the key objectives of e-strategy are to improve information flows across College, to align processes to ensure the best use of support systems, to improve the user experience and to replace the existing student administration system.

The Board noted an overview of the current status of implementation of e-strategy and the four programme workstreams which are in place covering:

- **Architecture** - noting that this is fundamental to the success of e-strategy and that it is mainly a technical IS Services workstream.
- **Finance** - noting that the finance workstream is largely process-based and that many processes would only require small amendments to the current IT system to deliver what is required.
- **Students** - noting the importance of identifying the College's requirements, in particular, the requirement for a new student administration system before seeking a solution from the external market. The Board noted that it is unlikely to find a packaged solution to fit all requirements and any new

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system will require high degree of organisational change. The system, in all likelihood, will also require specific functionality to meet the College's needs.

- **People** - The Board noted that this workstream will link the Staff Office system with the Treasurer's Office and the Office of the Vice-Provost. The existing systems will be used to manage projects such as pensions, e-recruitment, document imaging, enhanced reporting and query handling, employee self-service, access control and identity management.

The Interim Chief Operating Officer advised Board that a suitable Project Manager had yet to be recruited and that the role was being filled on a temporary basis by a Workstream Co-ordinator and the Interim Chief Operating Officer. He stated that the project risks are being actively managed using the College standard risk register, noting the role of the e-strategy Steering Group in this regard. The Board noted that the cut-off date for the scoping exercise of the College's requirements had been set at 31 July 2009.

In the course of a discussion, in which concerns were expressed at the failure to recruit a Project Manager, a number of issues were raised by Board members including that:

- there is a danger that a vendor will not be able to deliver a system which meets the College's exact requirements;
- there is a need to obtain information on systems in use in other universities;
- there was a lack of information in advance of the Board meeting on e-strategy and the role of the Information Policy Committee in e-strategy has yet to be clarified;
- the requirements from an academic point of view should be assessed;
- it is important that there is high-level governance of the project to avoid duplication;
- there is a danger that important issues will be missed due to the short period available for the requirements gathering exercise.

In response to queries, the Interim Chief Operating Officer clarified a number of technical issues raised by Board members. He also noted that a paper on e-strategy will be available to Board members in advance of future discussions and that a review of the systems used in other universities had taken place and could be extended further to include universities outside Ireland. The Board noted that the requirements phase will also provide for consultation with academic staff during Michaelmas Term 2009.

The Interim Chief Operating Officer agreed to bring further proposals to Board to address the points made by Board members including investigating existing student administration system packages, a time frame for the project and a risk analysis.

BD/08-09/318 Student Matter - Statutes, Chapter XII, Schedule II, Section 43 The Acting Secretary invited Board's attention to a memorandum from the Junior Dean, dated 1 July 2009 and the response from a named student, which had been tabled.

The Board, noting the support of the Director of the College Health Service and the Director of the Student Counselling Service, approved the recommendation of the Junior Dean to suspend the named student under the provisions of Chapter XII, Schedule II, section 43 of the College Statutes noting that the suspension would remain in place until the stated condition had been fulfilled. In accordance with the Statutes, this issue will be kept under review by the Board on a regular basis, with the student having the opportunity to comment in advance of such consideration.

BD/08-09/319 Annual Office The Board approved the following nominations for Annual Officers for 2009-2010 as proposed at its meeting on 17 June 2008 (minute BD/08-09/282 refers):

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Vice-Provost/Chief Academic Officer	Professor P Prendergast
Bursar	Professor M O'Mahony
Registrar	Professor J Barkhoff
Senior Lecturer	Dr A Douglas
Senior Proctor	Dr J R Graham
Junior Proctor	Professor A Matthews
Senior Dean	Professor M Jones
Junior Dean	Dr E Stokes
Senior Tutor	Dr M O'Regan
Dean of Research	Dr D Lloyd
Dean of Graduate Studies	Professor C O'Sullivan
Dean of Students	Professor G Whyte
Public Orator	Professor A Chahoud
Community Liaison Officer	Professor C Brady

BD/08-09/320 Visitor The Acting Secretary advised Board that Ms Justice Maureen Harding Clark had been appointed as the Visitor of the College and of the University. The Board acknowledged the contribution made by Mr Justice Brian McCracken during his term of office.

BD/08-09/321 University Council The Board confirmed the Acta of the University Council from its meeting held on 24 June 2009, noting a number of textual amendments. (Items from Section D in the Acta are set out in Section D of these minutes). The Provost invited Board's attention to the following policies and initiatives which had been approved by Council:

- (i) **Undergraduate Teaching Analysis** (see Actum CL/08-09/200 of 24 June 2009);
- (ii) **Student Retention** (see Actum CL/08-09/202 of 24 June 2009) noting a target of 90% retention for undergraduate students;
- (iii) **Provision of Upskilling/Re-Skilling Courses to meeting current and future education needs** (see Actum CL/08-09/203 of 24 June 2009);
- (iv) **Joint Degree Awards** (see Actum CL/08-09/204 of 24 June 2009);
- (v) **New Academic Structures in the School of Computer Science and Statistics** (see Actum CL/08-09/206 of 24 June 2009);
- (vi) **Approval of the terms of reference of the Research and Quality Academic Committees of Council** (see Actum CL/08-09/208 of 24 June 2009) noting that recommendations on Principal Committees of Board will be presented in Michaelmas Term 2009.

BD/08-09/322 Headship of School of Education Under Other Business, the Board noted a tabled memorandum from the Head of School of Education dated 22 June 2009, and approved the appointment of Professor M Grenfell to the headship of the School of Education from 1 January 2010 to 31 December 2013, in accordance with College regulations.

BD/08-09/323 Grace Lawless Lee Fund Under Other Business, the Board noted the memorandum from the Provost, dated 2 July 2009, which had been tabled, and approved the following awards:

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Ms S Arndt	1018.00
Ms L Carroll	600.00
Dr D Ditchburn	1437.40
Ms A Dukova	2600.00
Dr D FitzPatrick (GBP285)	317.70
Dr S Kleinman	350.00

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Dr C Kostick	2000.00
Dr E Madigan	750.00
Mr C McCann	380.00
Mr P McConway	840.00
Mr S O'Reilly	710.11
Mr F Robson	700.00
Ms C Siebrecht	1200.00
Ms L Shine	700.00
Mr J Stover	915.00
Ms K Thompson	500.00
Ms R Wall	1000.00
Dr P Walsh	600.00

BD/08-09/324 Academic Titles Under Other Business, the Board approved the following academic titles outlined in a memorandum from the Staff Office dated 2 July 2009, which had been tabled.

- (i) **Adjunct Professor**
 Professor N Rashford, Business: 1 September 2008 - 12 July 2010
 Professor P Richmond, Business: 13 July 2008 - 12 July 2010
 Dr E O'Neill, Business: 1 October 2008 - 30 September 2010
 Dr A Lyons, CTVR and Engineering: 1 October 2008 - 31 October 2009

From 1 October 2009:

- (ii) **Clinical Professor**
 Dr H O'Connor, Medicine
 Dr C Bergin, Medicine
 Dr J Meaney, Surgery
- (iii) **Clinical Senior Lecturer**
 Dr H Enright, Medicine
 Dr G Boyle, Medicine
 Dr B Doody, Psychiatry

BD/08-09/325 Academic Progression - 2009 Review Under Other Business, the Board noted and approved the following normal incremental career progression within the Lecturer scale outlined in a memorandum from the Staff Office dated 2 July 2009, which had been tabled:

- (i) **Merit Bar Review 2009** The following Lecturers to proceed beyond the Merit Bar at the date appropriate to each case, proceeding by normal incremental progression on the Lecturer Scale:

Dr I Arnedillo-Sanchez, School of Computer Science and Statistics
 Dr G Bennett, School of Engineering
 Dr A Bracken, School of Genetics and Microbiology
 Dr J Carter-Anand, School of Social Work and Social Policy
 Dr D Chew, School of Natural Sciences
 Dr P Coleman, School of English
 Ms M Corry, School of Nursing and Midwifery
 Dr P de Paor, School of Languages, Literatures and Cultural Studies
 Dr F de Sousa Menezes, School of Pharmacy and Pharmaceutical Sciences
 Dr J de Vries, School of Nursing and Midwifery
 Dr J Dingliana, School of Computer Science and Statistics
 Dr D Doherty, School of Medicine
 Dr C Donnellan, School of Nursing and Midwifery
 Dr N Harte, School of Engineering

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Dr D Kelly, School of Engineering
 Ms J Kelly, School of Nursing and Midwifery
 Dr J Killeen, School of English
 Dr K McTiernan, School of Linguistic, Speech and Communications Sciences
 Dr R Meier, School of Computer Science and Statistics
 Dr D Morris, School of Medicine
 Dr P Muhlau, School of Social Sciences and Philosophy
 Dr J Murphy-Lawless, School of Nursing and Midwifery
 Dr A O'Regan, School of Business
 Dr P Salerno-O'Shea, School of Languages, Literatures and Cultural Studies
 Dr A Sasse, School of Pharmacy and Pharmaceutical Sciences
 Dr M Sihra, School of Drama, Film and Music
 Dr J Slapin, School of Social Sciences and Philosophy
 Dr W Schmitt, School of Chemistry
 Dr J M Southern, School of Chemistry
 Dr P Vicente, School of Social Sciences and Philosophy
 Dr S Weber, School of Computer Science and Statistics
 Dr M Williams, School of Natural Sciences
 Dr M Wride, School of Natural Sciences

- (ii) **Confirmation in Appointment** The following were confirmed in their appointments:
 Dr P Arnds, School of Languages, Literatures and Cultural Studies, from 1 September 2009
 Dr O Doyle School of Law, from 1 October 2009.

BD/08-09/326 Nominations for Appointment - Chairs Under Other Business, the Board approved the nominations for appointment as tabled:

- (i) **School of English - Chair of Medieval and Renaissance Literature (1977)** - Wendy Scase, B.A. (Kent), M.Phil. (Oxon.), D.Phil. (Oxon.) (see Actum CL/08-09/196 of 5 June 2009) (permanent) from a date to be arranged.
- (ii) **School of Religions, Theology and Ecumenics Chair of Theology (1980)** - Robert Martin Gleave, B.A. (York), M.A. (Manc.), Ph.D. (Manc.) (see Actum CL/08-09/171 of 7 May 2009) (permanent) from a date to be arranged.

The Treasurer (Acting) and the Acting Secretary withdrew for this item of business.

BD/08-09/327 Nominations for Appointment - Secretary to the College and Treasurer Under Other Business, the Board approved the confirmation of the present incumbents to the posts of Secretary and Treasurer, noting that the status quo would be maintained regarding the terms and conditions of their appointments.

- (i) **Secretary to the College** - Anne Elizabeth FitzGerald, B.A. (Dubl.), M.Sc. (Dubl.), A.C.I.S. with effect on and from 1 July 2009.
- (ii) **Treasurer** - Ian Mathews, B.Comm. (N.U.I.), M.A. (Dubl.), Dip. Prof. Acc. (N.U.I.), F.C.A. with effect on and from 29 June 2009.

BD/08-09/328 Walton Theatre Under Other Business, the Provost advised Board that discussions are on-going with regard to the re-naming of the Walton Theatre in the Arts Building.

SECTION B

BD/08-09/329 Equality Committee The Board noted, and where a decision was required, approved proposals in the draft minutes of the Equality Committee, from its meeting of 11 June

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2009. Dr Ryan, Chair of the Equality Committee, invited Board's attention to the Annual Equality Monitoring Report 2008 and to the Gender and Promotions Report noting in particular the development of the gender targets Action Plan in relation to Professorial Chairs, and junior and senior promotions.

- BD/08-09/330 Finance Committee** The Board noted, and where a decision was required, approved proposals in the draft minutes of the Finance Committee from its meeting of 24 June 2009.
- BD/08-09/331 Information Policy Committee (see Actum CL/08-09/214 of 24 June 2009)** The Board noted, and where a decision was required, approved proposals in the draft minutes of the Information Policy Committee from its meeting of 26 May 2009.
- BD/08-09/332 Site and Facilities Committee** The Board noted and approved a memorandum from the Director of Buildings, circulated dated 29 June 2009.
- BD/08-09/333 Student Services Committee (see Actum CL/08-09/213 of 24 June 2009)** The Board noted, and where a decision was required, approved proposals in the draft minutes of the Student Services Committee from its meetings of 28 April 2009.
- BD/08-09/334 Research Committee (see Actum CL/08-09/215 of 24 June 2009)** The Board noted, and where a decision was required, approved proposals in the draft minutes of the Research Committee from its meetings of 18 June 2009.

SECTION C

- BD/08-09/335 Higher Degrees** The Board noted Higher Degrees, approved by the sub-committee of Board and Council on 24 June 2009, as circulated.
- BD/08-09/336 Proctors' Lists for First Summer Commencements** The Board noted that the Proctors' Lists were approved by the sub-committee of Board and Council on 16 June 2009
- BD/08-09/337 Ghala Director Appointment** The Board noted a memorandum from the Treasurer (Acting), circulated, dated 26 June 2009 and approved the appointment of the Chief Operating Officer as the third Director of Ghala.
- BD/08-09/338 Sealings** The Board noted Sealings, as set out in Appendix 1 to this minute.
- BD/08-09/339 Governance - Statement of Internal Control** The Board noted and approved a memorandum from the Treasurer (Acting) and Acting Secretary, circulated, dated 30 June 2009.
- BD/08-09/340 Student Charter (see Actum CL/08-09/218 of 24 June 2009)** The Board noted and approved a memorandum from the Chair of the Student Services Committee and Education Officer, Students' Union, circulated dated 15 June 2009, together with the Student Charter and agreed that the words "The Student Charter has been endorsed by the Board of the College" should be included in the document.

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BD/08-09/341 Equality Office The Board noted the following reports as circulated:

- (i) Annual Equality Monitoring Report 2008;
- (ii) Gender and Promotions Report, circulated, dated January 2009;
- (iii) College Dignity and Respect Policy (see BD/07-08/374 of 9 July 2008): The Board noted that the Students' Unions had confirmed their approval of, and support for, the College's Dignity and Respect Policy.

BD/08-09/342 Draft Irish Language Scheme The Board noted and approved a memorandum from the Irish Language Officer, circulated, dated 1 July 2009 and Draft Irish Language Scheme.

BD/08-09/343 Prizes and Other Awards - A J Leventhal Scholarship 2009 The Board approved the award of the 2009 Scholarship to Ms E Mac An Airchinnigh: Value: €2,285.

BD/08-09/344 Scholarship - Request for Intermission The Board approved the retrospective request of a Non-Foundation Scholar (09129146) for intermission for the academic years 2007-2008 and 2008-2009, constituting a second and third year of intermission, having previously intermitted in 2006-2007.

BD/08-09/345 Memoranda of Understanding The Board approved the following:

- (i) **National Rehabilitation Hospital** Memorandum from the Head of the School of Medicine and the Dean of the Faculty of Health Sciences, circulated, dated 29 June 2009;
- (ii) **Sports Surgery Clinic** Memorandum from the Head of the School of Medicine and the Director of the Trinity Centre for Bioengineering, circulated, dated 18 June 2009;
- (iii) **Peamount Hospital** Memorandum from the Head of the School of Medicine and the Dean of the Faculty of Health Sciences, circulated, dated 29 June 2009, noting the amendment to Section A.4 as advised by the Acting Secretary.

BD/08-09/346 Callover of Board Actions The Board noted the Callover of Actions, as circulated.

BD/08-09/347 Calendar - Conduct and College Regulations, Section 3, Paragraph 4 (page H18-19) The Board approved the addition of the following text:

- '(o) Actions of students responsible for, or contributing to, the activities of student publications and/or student societies and/or sports clubs which may be injurious to the health, safety and welfare of any person.'

BD/08-09/348 Administrative Procedures The Board noted that routine items of business will be dealt with by the Provost under Administrative Procedures, 13 July to 30 August 2009.

SECTION D

In compliance with the Data Protection Acts this information is restricted.

Signed:

Date:

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Sealings

18 May 2009

Biosciences Project Performance Bond - PJ Walls Holdings Limited

The Seal of the College was put to a Performance Bond for the completion of works on the Biosciences Project between PJ walls Holdings Limited, HCC International Insurance Company PLC and the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin.

18 May 2009

Memorandum of Agreement for the Purchase of Phoenix House from Friends First

The Seal of the College was put in duplicate to a Memorandum of Agreement for the purchase of Phoenix House between Friends First Life Assurance Company Limited and the Provost, Fellows and Scholars of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin.

18 May 2009

Trinity Technology and Enterprise Campus - Unit 18 - Virtual Access Limited

The Seal of the College was put in duplicate to a Licence Agreement for Unit 18 in the Trinity Technology and Enterprise Campus between the Provost, Fellows and Scholars of the College of Holy and Undivided Trinity of Queen Elizabeth near Dublin and Virtual Access Limited.

18 May 2009

Trinity Technology and Enterprise Campus - Unit G1 - John Clarke

The Seal of the College was put to a Deed of Surrender for Unit G1 in the Trinity Technology and Enterprise Campus between the Provost, Fellows and Scholars of the College of Holy and Undivided Trinity of Queen Elizabeth near Dublin and John Clarke.

5 June 2009

Conveyance of 30 Cumberland Street - ESB

The Seal of the College was put to a deed of conveyance and assignment for 30 Cumberland Street 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 (ESB).