

*Incorporating any amendments approved at subsequent Board meetings*

The University of Dublin

Trinity College

Minutes of Board Meeting, 27 June 2012

<i>Present</i>	Provost (Dr P J Prendergast), Vice-Provost/Chief Academic Officer (Professor L Hogan), Senior Lecturer (Professor P Geoghegan), Registrar (Professor S P A Allwright), Bursar (Professor D Lloyd), Mr R Bartlett, Professor S D C Barrett, Ms R Barry, Professor M Bourouche, Dr O Braiden, Professor M A Coffey, Mr F Cowzer, Professor W J Dowling, Mr J Gallagher, Professor H Gibbons, Professor J F McGilp, Dr K J McGinley, Professor N Marples, Ms L Miller, Ms N Murray, Ms M O'Connor, Professor H J Rice, Professor D M Singleton.
<i>Apologies</i>	Professor R Gilligan, Professor C O'Farrelly, Professor E J O'Halpin, Professor D O'Neill.
<i>In attendance</i>	Ms S Mac Bride.
<i>(ex officio)</i>	Secretary to the College, Treasurer.
<i>(by invitation)</i>	Chief Operating Officer, Vice-Provost for Global Relations.  Dean of Research (for BD/11-12/291) Academic Secretary (for BD/11-12/292)

SECTION A

**BD/11-12/284 Minutes**

The minutes of the meeting held on 30 May 2012 were approved and signed subject the following amendments:

**BD/11-12/259 C&AG Special Report**

The penultimate sentence of the first paragraph was amended to read as follows:  
"The Provost further advised Board that he is satisfied that the correct procedure for approving these posts and related salaries was followed by the College but in response to concerns he noted that the need for specific reporting on exceptional items (financial and other) would be addressed."

**BD/11-12/260 Risk - Redundancy Issues**

The following text was added to the end of the last sentence of the minute: "to reinstate three staff members who had held Contracts of Indefinite Duration for which the funding had ceased and who had been made redundant in accordance with the College's established practices."

**BD/11-12/285 Matters Arising**

A number of matters arising from the minutes were discussed and have been recorded below, (see minutes BD/11-12/286, 287, 288 below).

**BD/11-12/286 Academic Titles in Calendar (see minute BD/11-12/230 of 2 May 2012)**

The Vice-Provost/Chief Academic Officer invited Board's attention to a memorandum, dated 18 June 2012, which had been circulated. She advised Board that following the change to academic titles, it was now necessary to ensure that the new titles were listed in the College Calendar. The Board, agreeing to exercise the power permitted by the Statutes and Schedules, agreed to use the new academic titles in section 1(2)(a) of the Schedule on Titles in the context of the Calendar, and to include a clause in the Calendar that such a decision had been taken.

The Board agreed, that pursuant to the Schedule on Titles the titles provided for in that Schedule will be used for all official College and University business carried out on behalf of Board and Council. In response to a query, the Vice-Provost/Chief Academic Officer clarified the staff are entitled to use statutory titles in their day to day business.

**BD/11-12/287 Officers - Registrar of Chambers (BD/11-12/268 of 30 May 2012 refers)**

The Provost invited Board's attention to a memorandum, dated 18 June 2012, which had been circulated. He advised Board that due to the onerous nature of the role of Junior Dean and Registrar of Chambers, currently held by one staff member, he was proposing to separate the two roles. The Board approved both this proposal and the nomination of Professor Emma Stokes as Registrar of Chambers. In response to a request from Professor Barrett, the Provost agreed to ask Professor Stokes if she would be willing to be an Assistant Junior Dean in addition to the role of Registrar of Chambers.

**BD/11-12/288 C&AG Special Report (BD11-12/259 of 30 May 2012 refers)**

The Provost advised Board that he had received the report from the Head of School of Medicine on the contractual relationships with the College of those administrative hospital staff who have been recruited by the College. The Board noted that the Provost will now write to the Chair of the Board of St James's Hospital to seek confirmation that such staff have been duly released from St James's to perform their contractual duties with the College. Assurance will also be sought that these duties do not form part of their contractual duties with the hospital. Noting the Audit Committee's recommendations on the matter as circulated under item B.1 of the agenda, the Board agreed that if such confirmation is not forthcoming all payments to these staff will cease, (minute BD/11-12/204 below refers).

The Board noted that the College is still in negotiation with the HEA in relation to what the HEA has determined are unauthorized allowances for certain categories of posts in the College.

**BD/11-12/289 Provost's Report**

The Board noted an update from the Provost on the following items:

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(i) **HEA Landscape Document**

The Provost advised Board that the College is in negotiation with the Royal Irish Academy of Music with a view to it becoming an associated College of Trinity. The Board agreed that negotiations should proceed over the summer period with a view to bringing a proposal to Board in Michaelmas Term 2012.

(ii) **Institutional Review of Irish Universities**

The Provost advised Board that the Vice-Provost/Chief Academic Officer will convene a working group to assess the recommendations contained in the 'Institutional Review of Irish Universities -Trinity College Dublin'. The Working Group's findings will be presented to Board in Michaelmas Term 2012.

In response to a query, the Provost advised Board that he and other Heads of Universities had met the Minister for Education and Skills and that the Minister had expressed disappointment that higher education institutions had not yet proposed changes in admission procedures. The Board noted that the Senior Lecturer is actively considering possible options for undergraduate admissions that would not rely exclusively on the existing points system and that he had recently hosted a conference 'Undergraduate Admissions for the 21<sup>st</sup> Century' in the College. The Senior Lecturer confirmed that representatives from the Department of Education & Skills and the HEA had attended the conference and that he will continue his work on developing a discussion paper on this matter.

**BD/11-12/290 Planning Group Report No 7**

The Vice-Provost/Chief Academic Officer invited Board's attention to the circulated Planning Group Report No 7, under the following headings:

**1. Strategy**

The Vice-Provost/Chief Academic Officer advised Board that due to the many challenges currently faced by the College, it had become necessary to formulate a number of new strategies. The Board noted that the HEA is undertaking a number of reviews in parallel with the development of the government's policy on Higher Education. The College has been asked to respond to several documents resulting in several phases of consultation and reviews across many areas. Due to this, the Planning Group has made the decision to postpone finalising the Mid-term Review of the Strategic Plan until these consultation processes are complete. The Board noted that the Mid-term Review will be presented to Board in Michaelmas Term 2012.

The Vice-Provost/Chief Academic Officer advised Board that the Planning Group had considered methods by which to address the College's rankings and that the Dean of Research had presented a paper on the matter to the Planning Group, which had been circulated to Board with the report. The Board noted the Global Relations strategy, previously approved by Board and the implementation plan which is intended to incentivise Schools and assist, *inter alia*, in addressing the College's financial position.

## 2. Finance

The Vice-Provost/Chief Academic Officer advised Board that the allocations for 2012/2013 were based on the core principles of the ABC process and the level of resources projected for 2012/2013. She further advised that the Faculty Deans and Chief Operating Officer had been invited to identify priority areas to allow the Planning Group make informed decisions on the allocations. In response to a query, she clarified that she had also met with all Heads of Schools individually and with the Heads of Schools Committee throughout the process. The Treasurer advised Board that the allocations had been made on the basis of a number of income and expenditure assumptions relating to student fees/numbers, state grant and pay and non-pay expenditure. The Board noted the final allocation of resources between the three faculties, the Chief Operating Officer's area and the Non-Chief Operating Officer/non-Faculty areas. The Treasurer advised Board of the funding sources to support the resource allocation in 2012/2013 along with the need for a continued focus on generating income. The Board further noted that all Heads of Area recognised the environment in which the College is operating and that the Planning Group experienced a high level of co-operation throughout the allocation process.

The Vice-Provost/Chief Academic Officer advised Board of a range of financial scenarios for the next five years. She further advised Board of the proposed arrangements for the funding allocations to Trinity Research Institutes and of the proposal that the allocation be made on the basis of strategic purpose in these instances.

The Vice-Provost/Chief Academic Officer advised Board of the expected financial forecast for the next five years, noting the College's plans for cost reduction and income generation. The Board noted that the Vice-Provost/Chief Academic Officer will convene a high level Taskforce with external support in order to advance the College's commercialisation plans.

## 3. Human Resources

The Board noted that the recruitment plans made, in advance of the receipt of the notification from the HEA on 8 March 2012 to reduce staff numbers by a further 45 by 31 December 2012, will now have to be re-examined in order to identify alternative options including non-exchequer funding streams to meet the target. The Board also noted the Planning Group's intention to examine workload models and that a policy on appointment and confirmation to established posts and a policy on joint appointments between Schools have been approved.

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

- (i) all consultations and reviews should be focused and should not impede the progress of the College's Mid-term Review of the Strategic Plan;
- (ii) the Planning Group may have too a large a portfolio to be effective in all areas;
- (iii) the Mid-term Review of the Strategic Plan should have taken place before the half way point;
- (iv) the capital costs for the Global Relations Strategy should include the cost of accommodation for international students;

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- (v) for the purposes of the Ranking, citations alone are not adequate, especially for arts and humanities disciplines.

In response to the issues raised, the Vice-Provost/Chief Academic Officer advised Board that the Planning Group has an extensive remit, meets fortnightly and has constituted two working groups in order to manage its workload effectively. She further advised that the Mid-term Review of the Strategic Plan will determine the direction of the new Strategic Plan and will place more focus on internationalisation. She also noted that given the changing financial environment and the ongoing government initiatives it is thought to be prudent to wait until the conclusion of the consultation and review processes before completing the Mid-term Review. The Board noted that options were being considered in order to provide adequate accommodation for international students in accordance with the Global Relation Strategy. The Dean of Research, present by invitation, advised Board that citations were an issue of concern, noting that they did not affect all Faculties equally, and that one way to address the issue is to ensure that published articles appear in journals and at conferences which are indexed.

In response to a query regarding the provision previously made for a College Early Retirement Scheme, the Treasurer advised Board that the scheme is still under consideration by the Department of Education and Skills and if it were now to be approved, the College would have to consider other funding options in order to finance it. The Treasurer also advised that, at present, there is no indication that the manner in which the government pays the grant and 'free fees' initiative will change, however it is possible that the timing of such payments may change in the future.

The Board noted the report as presented and the recommendations which had been adopted by Executive Officers.

#### **BD/11-12/291 Research Matters**

The Dean of Research, present by invitation, invited Board's attention to a memorandum, dated 21 June 2012, which had been circulated. He advised Board that the Trinity Biomedical Sciences Institute (TBSI) had been approved as a Trinity Research Institute by the Research Committee, Finance Committee and by Council, noting that the TBSI is a key resource for all biomedical research in College.

The Dean of Research advised Board that over the past year the Schools of Engineering and Natural Sciences had been engaging in the development of a joint strategy for a new institute to be known as "E3 - The Institute for Engineering, Energy and Environment". The E3 strategy has been reviewed by an international panel of experts who visited the Schools and the report is expected in the near future. It is hoped that, if successful, the strategy will underpin the College's case for capital funding from the government and other sources to develop a building to house E3.

The Board noted that progress is being made in the roll-out of the College's research implementation plan and that further town hall meetings are scheduled to take place by the end of the academic year in order to identify areas of multidisciplinary research strength. This information can then be used to inform the up-coming Mid-term Review of the College's Strategic Plan.

The Provost thanked the Dean of Research.

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**BD/11-12/292 eStrategy Update**

The Chief Operating Officer invited Board's attention to a memorandum, dated June 2012, which had been circulated, under the following headings:

- (i) **Financial Information System (FIS)**  
The Chief Operating Officer advised Board that the FIS project had now moved from the planning to the implementation stage.
  
- (ii) **GeneSIS**  
The Chief Operating Officer advised Board that the GeneSIS project was currently in the implementation stage and had reached a critical point and that it is intended that the new online system for registering students will be fully functional by September 2012. The Board noted that the Project Board, having taken account of the Audit Committee's recommendations in relation to the project, had restructured their management processes and had appointed a new independent Quality Assurance Manager to examine the component parts of the project.

The Academic Secretary, present by invitation, advised Board that training sessions for all relevant staff are underway on the new student administration system which will amalgamate the component parts of student registration including processing applications, acceptances, rejections, fee payment etc. She further advised Board that when the application element of the system went live some minor changes were necessary to ensure that the College could contact students who were in the process of making an application.

The Board noted that the College has developed a good working relationship with the vendor and that it is important that this continues. The Board also noted that the transfer of knowledge from the vendor to the project teams and staff is vital for the successful implementation of the system.

The Academic Secretary advised Board that the project is at a critical point as the system must be capable of registering 18,000 students and of processing the payment of over €18 million in fees. She further advised that all modifications of the system will cease on 6 July 2012 and a full month of user testing will commence in order to ensure that the system will be fully functional by 20 August 2012, noting that the system provider will be on site during this critical period. The Board noted that pre-live and post-live contingency plans are in place due to the high risk at this stage of the project.

During the course of a discussion, a number of issues were raised by Board members, including that the project group should consider having an independent project monitor, who could supply feedback to the Project Board and the vendor and report directly to Board and that the overarching quality assurance provider should examine all four projects under e-Strategy. The Chief Operating Officer advised Board that there was an Oversight Group in place and that a full quality assurance mechanism was in place for all projects under e-strategy. In response to a query, the Academic Secretary clarified that some modifications to the system were being made in order to make it compatible with HEA regulations. The Academic Secretary further advised Board that measures were in place to reduce the high level of risk involved at

this stage of the project and that the system provider is confident that the project will be successfully implemented.

The Board agreed that the Project Board should consider having an independent project monitor, who can supply feedback directly to it, the vendor and the Board.

(iii) **Human Resources**

The Board noted the update on the Human Resources project as presented.

(iv) **Enterprise Architecture**

The Board noted the update on the Enterprise Architecture as presented.

The Provost thanked the Chief Operating Officer and the Academic Secretary.

**BD/11-12/293 Risk Register**

The Chief Operating Officer invited Board's attention a memorandum, dated June 2012, which had been circulated. She advised Board of the changes to the Risk Register since it was last presented and to the change in the format of the presentation of the register.

During the course of a discussion, a number of issues were raised by Board members, including that:

- (i) the Risk Register does not make adequate reference to the recent Labour Court Recommendation or to the question of whether the College, through failing to implement the recommendation, is in breach of the Croke Park Agreement, a matter which is currently being considered by the Implementation Body;
- (ii) there is a risk that IS Services will become deficient in staff with relevant skills as a number of key staff are being seconded to work on the GeneSIS project;
- (iii) the perception of the risk of a reduction in the quality of teaching and research should be counteracted by publishing the success of Trinity Graduates;
- (iv) the importance of Freshers' week should be considered in addressing the risk to the Student Experience;
- (v) there is a need for more transparency in relation to Annual Budgetary Cycle process in order to avoid a lowering of morale due to perceived unfairness in the process.

In response to the issues raised by Board members, the Provost advised Board that the recent Labour Court Recommendation is final but in the College's view is not binding. He further advised that due to the College's current financial situation it is necessary to employ staff under contracts of indefinite duration and that the College will continue to do so where there are financial resources to support the posts and where there is adequate work for the post holder. The Board noted that should these factors change the College must be in a position to use the exit mechanisms which are contractually provided in the contract of employment. The Board noted that the Implementation Body had been asked to make a decision as to whether the College's position on the Labour Court recommendation is in breach of the Croke Park Agreement, and College is currently awaiting this response.

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The Chief Operating Officer advised Board that she was aware that a number of staff from IS Services had been seconded to work on the GeneSIS project and that measures will be put in place to address the situation. The Vice-Provost/Chief Academic Officer advised Board that issues surrounding the Annual Budgetary Cycle have been recognised in the Planning Group Report and that it is intended to address the issue of KPIs and how they are embedded into the process in the next academic year.

The Provost thanked the Chief Operating Officer.

**BD/11-12/294 College's Annual Report 2010-2011**

The Board noted and approved the College's Annual Report 2010-2011 as presented. The Provost thanked the staff in the Communications Office for their contribution to the report.

**BD/11-12/295 Results of Self-Evaluation of the Board**

The Secretary invited Board's attention to a memorandum, dated 19 June 2012, which had been circulated, noting the recommendations as presented. Following a short discussion, the Board agreed that Board decisions will be posted on the College website and that the Board should consider what further measures should be put in place to address communication and timing issues. The Board also agreed that provision should be made for a possible extra Board meeting towards the end of the academic year to allow adequate time for all Board matters to be considered.

**BD/11-12/296 Response to Audit Committee Recommendations**

The Chief Operating Officer, invited Board's attention to a memorandum, dated 19 June 2012, which had been circulated. The Board noted the response to the issues raised in relation to the GeneSIS Student Project, Strategic Planning, Resource Allocation and Risk Management and agreed that in future the response should be issued in Hilary Term to facilitate the Audit Committee in considering it before its last meeting of the academic year.

**BD/11-12/297 University Council**

The Board confirmed the Acta of the University Council from its meeting held on 13 June 2012 and 14 June 2012 subject to further comments covering CL/11-12/194, 202, 214, 215, noting in particular:

**CL/11-12/194 Report of the Working Group on the Merit Bar**

Professor Henry Rice, Chair of the Working Group invited Board's attention to the Report of the Working Group on the Merit Bar, dated 5 June 2012, which had been circulated. Noting that the issues in the report had been extensively discussed at Council, he advised Board that it was now asked to consider a number of recommendations including the repositioning of the merit bar on the Lecturer scale. The Board noted that there were a number of eligible candidates at the merit bar who have yet to engage in the process.

Board members expressed a number of views including that when a member of the Academic Staff is appointed they should be allowed sufficient time develop skills in

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both teaching and research and that adjusting the merit bar would reduce this opportunity. It was stated that repositioning the merit bar would result in staff being held at a lower salary and that the College would have to renegotiate staff members' terms and conditions of employment if it were to proceed to implement this recommendation. Alternative views were expressed in support of the recommendation and it was thought that the adjustment downwards would provide motivation for staff to apply to progress above the merit bar. The Board noted the view that an alternative terminology for the Merit bar should be sought.

The Board approved the Merit Bar Report as presented noting the dissent of Professor Dowling, Professor Gibbons and Professor Marples.

**BD/11-12/298 Equality Monitoring Annual Report 2011-2012**

Professor Marples, Chair of the Equality Committee, invited Board's attention to the Equality Monitoring Annual Report 2011-2012, which had been circulated. She advised Board that a level of gender imbalance still remained in both the Academic and Administrative senior grades. She further advised Board that an imbalance was also evident in the number of applications of staff applying to proceed beyond the merit bar on the Lecturer scale and that in the Administrative grades the imbalance increased in the senior grades. The Board noted Professor Marples' suggestion that flexible working arrangements should be put in place in order to encourage more female staff members to progress to the higher grades.

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

- (i) trending data should be included in the report;
- (ii) recruitment and application processes should be reviewed to ensure they are gender neutral;
- (iii) similar trends are evident in a lot of other industries and they are not unique to the College environment;
- (iv) there is a gender imbalance in favour of female staff in the Faculty of Health Sciences.

In response to the issues raised, the Secretary advised Board that the figures from the School of Nursing and Midwifery were affecting the overall results in relation to the numbers of applications to proceed beyond the merit bar in the Lecturer grade. Professor Rice, Chair of the Human Resources Committee further advised that this was a historic issue and was also evidenced in the School of Computer Science and Statistics. The Board, noting the issues raised, agreed that the Human Resources Committee would consider recommendations to address the gender imbalance identified and present them to Board in the next academic year.

**BD/11-12/299 Scholarship 2012 - Election**

The Board, having made the required Statutory Declaration, elected Ms Aine Byrne (Theoretical Physics), as a Non-Foundation Scholar for 2012.

**BD/11-12/300 Head of School of Medicine**

Under Other Business, the Board approved Professor Paul Browne as Interim Head of School of Medicine to replace Professor Kelleher on his resignation.

**BD/11-12/301 Loyola Institute of Catholic Theology (see BD/11-12/312 below)**

Under Other Business, the Board noted and approved the amendment to the contractual letter with the Loyola Institute Company relating to the Endowment Fund, as presented, noting that all issues between the parties regarding the contract had now been agreed.

**BD/11-12/302 Science Gallery International - Branding Policy**

The Board approved the SGI Branding Policy and the circulated amendment which had been formulated to ensure that the policy is in line with College's contractual agreement with SGI.

The Board agreed to delegate its authority to approve the SGI contract with Kings College London to the Provost and the Secretary on the strict understanding that there would be no derogation on any aspect of the SGI Branding Policy approved by Board. The Board agreed that if such derogation is sought it will be referred to Board on 12 September 2012 for consideration.

**BD/11-12/303 Visitors**

Under Other Business, the Secretary advised the Board of the outcome of a recent Visitor case.

The Registrar advised Board that the Fellows had granted their assent to the proposed amendments to the Chapter on Student Conduct and Capacity which will take effect on 20 August 2012, following the approval of the Visitors.

The Board noted that the assent of the Fellows and the Approval of the Visitors to the proposed amendments to section 10 on the Chapter on the Board and Section 8 on the Chapter on Officers of the 2010 Consolidated Statutes will be sought in September 2012.

**SECTION B****BD/11-12/304 Audit Committee - Payments to Hospital Staff**

The Board noted, and where a decision was required, approved proposals in the draft minute of the Audit Committee from its meeting of 19 June 2012, and noted a memorandum from the Chair of the Audit Committee, (minute BD/11-12/288 above refers).

**BD/11-12/305 Coiste na Gaeilge**

The Board noted, and where a decision was required, approved proposals in the draft minutes of Coiste na Gaeilge from its meetings of 29 May 2012, noting in particular:

**6- Seomra na Gaeilge**

The Board noted the introduction of a Seomra na Gaeilge which will be operational in Michaelmas term 2012.

**8- The Official Languages Act 2003 and the Language Scheme**

The Board noted the progress the College has made during the Academic year in relation to the compliance aspects of the Official Languages Act and the Language Scheme.

**BD/11-12/306 Equality Committee**

The Board noted, and where a decision was required, approved proposals in the draft minutes of Equality Committee from its meetings of 28 May 2012 and 12 June 2012, noting in particular:

**Eqal/11-12/22 Terms of Reference**

The Board approved the revised Terms of Reference as presented.

**BD/11-12/307 Finance Committee**

The Board noted, and where a decision was required, approved proposals in the draft minutes of Finance Committee from its meetings of 13 June 2012, noting in particular:

**FN/11 - 12/94 Trinity Biomedical Sciences Institute (TBSI)**

The Board noted that, following the approval of the TBSI as a Research Institute by the Research Committee (minute RS/11-12/69 of 29 May 2012 refers), the financial plan for the Trinity Biomedical Sciences Institute had been approved by the Finance Committee. The Board approved the establishment of the TBSI as a Trinity Research Institute.

**FN/11 - 12/95 GeneSIS System Implementation - Policy Changes**

The Board noted and approved the recommended policy changes required for GeneSIS system Implementation.

**FN/11 - 12/96 eStrategy - Financial Information System (FIS) Proposal**

The Board noted that financial elements of the FIS proposal had been approved.

**BD/11-12/308 Human Resources Committee (see Actum CL/11-12/202 of 13 June 2012)**

The Board noted, and where a decision was required, approved proposals in the draft minutes of Human Resources Committee from its meetings of 15 May 2012 and addendum to the minutes of 15 May 2012, noting in particular:

**HRC 2011-12 / 35 Equality Committee Self-Evaluation Exercise**

The Board noted that the request to have the Equality Officer become a member of the Human Resources Committee is currently being considered by the Registrar for formal proposal to Board.

**HRC 2011-12/38 Fee Remission Regulations**

The Board noted and approved the amended Fee Remission Regulations.

**BD/11-12/309 Library and Information Policy Committee**

The Board noted, and where a decision was required, approved proposals in the draft minutes of the Library and Information Policy Committee from its meeting of 21 May 2012. The Board agreed that the Committee should be requested to hold its first

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meeting of 2012/13 earlier than November 2012 given the long gap since the meeting in May 2012.

### SECTION C

**BD/11-12/310 Call-over of Board decisions**

The Board noted the call-over of decisions, as circulated.

**BD/11-12/311 Board Elections 2012 - Results**

The Board noted a report from the Secretary to the College, circulated, dated 19 June 2012. The Board noted that the following had been elected to the Board for four years, 2012-2016:

**Fellows and Fellow Professors constituency**

Professor Eileen Drew  
Professor John McGilp  
Professor Cliona O'Farrelly  
Professor Micheál Ó Siochrú

**Academic Staff (Non-Fellow) constituency**

Professor Liam Dowling  
Mr Dermot Frost  
Professor Desmond O'Neill

**Technical, Administrative and Support Staff constituency**

Ms Jackie Byrne  
Mr Frederick M Cowzer

**BD/11-12/312 Loyola Institute (see BD/11-12/266 of 30 May 2012)**

- (i) The Board noted a memorandum from the Secretary to the College, circulated, dated 20 June 2012;
- (ii) **Establishment and development of the Loyola Institute**
  - (a) Funding of First Professorial Chair;
  - (b) Endowment Fund.

**BD/11-12/313 Board Minutes of 2 May 2012 - Amendment - BD/11-12/233 - Report on Administrative Review - START - 3<sup>rd</sup> Taskforce Report to Board**

The Board noted and approved the addition of a final sentence to the first paragraph under the heading *Recommendations 1-6*: 'In response to a query, the Bursar/Director of Strategic Innovation advised that the role descriptions for the proposed new posts were indicative and that the job descriptions would be defined at a later date.'

**BD/11-12/314 Higher Degrees**

The Board noted Higher Degrees, approved by the sub-committee of Board and Council on 13 June 2012.

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**BD/11-12/315 Proctors' Lists for Summer Commencements**

The Board noted that the Proctors' Lists were approved by the sub-committee of Board and Council on 19 June 2012.

**BD/11-12/316 Disciplinary Committee - Annual Report from the Registrar**

The Board noted report from the Registrar, circulated, dated 15 June 2012.

**BD/11-12/317 Scholarship****(i) Request for Intermission**

The Board noted and approved a memorandum from the Senior Lecturer, circulated, dated 19 June 2012;

**(ii) Foundation Scholarship - Central Scholarship Committee 2012-2013**

The Board noted and approved a memorandum from the Examinations and Timetables Officer, circulated, dated 18 June 2012.

**BD/11-12/318 Sealing**

The Board noted a Sealing, as circulated and attached as Appendix 1 to this Minute.

**BD/11-12/319 College Art Collections - Commissions**

The Board noted a memorandum from the Curator, circulated, dated 20 June 2012.

**BD/11-12/320 Associated Companies - Reports from Directors**

The Board noted a memorandum from the Secretary, circulated, dated 15 June 2012 (incorporating 'Review of the National Digital Research Centre').

**BD/11-12/321 Memoranda of Understanding**

The Board noted that the following memoranda of understanding have been signed:

(i) **Dublin City University - School of Pharmacy and Pharmaceutical Sciences:** for the collaborative input from the School to the award, by DCU, of an MSc in Bioprocess Engineering (Regulatory Affairs) (17 May 2012);

(ii) **St Andrew's Resource Centre:** to recognise the St Andrew's Resource Centre as a partner in the Voluntary Tuition Programme with TCD, which provides voluntary tuition to 400 children and young people annually (14 June 2012).

**BD/11-12/322 Annual Report of the Equality Committee 2010-2011**

The Board noted the annual report of the Equality Committee, 2010-2011, as circulated.

**BD/11-12/323 Heads of Schools**

The Board noted and approved the following appointments:

- (i) **Aspirant School of Religions, Theology and Ecumenics**  
Professor M Junker-Kenny (Professor in Theology), 2012-2013;
  
- (ii) **School of Social Sciences and Philosophy**  
Professor P Simons (Professor of Moral Philosophy (1837)), 2012-2015.

**BD/11-12/324 Tutorship**

The Board noted and approved a memorandum from the Senior Tutor, circulated, dated 20 June 2012.

**BD/11-12/325 Representation - Committee of Management of the Alfred Beit Foundation**

The Board noted and approved the nomination of Professor Carmel O’Sullivan to the Committee of Management of the Alfred Beit Foundation, for four years from 20 June 2012.

**BD/11-12/326 Administrative Arrangements in the Summer Session**

The Board noted that items of routine College business will be dealt with by the Provost during the Summer Session, 2 July 2012 to 24 August 2012.

**SECTION D**

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

Signed: .....

Date: .....

Appendix 1 to BD/11-12/318

**Sealing**

3 May 2012

**The Commissioners of Public Works in Ireland  
Lease Agreement**

The Seal of the College was put in duplicate for Agreement for Lease between the Provost, Fellows, Foundation Scholars, and the other members of the Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and the Commissioners of Public Works in Ireland for the lease to the Commissioners of Public Works of Oisín House, 212-213 Pearse Street in the City of Dublin for four years and nine months from 1 December 2009.