



Incorporating any amendments approved at subsequent Board meetings

Minutes of Board Meeting of 3 October 2018

<i>Present</i>	Provost (Dr P J Prendergast), Vice-Provost/Chief Academic Officer (Professor C Morash), Senior Lecturer/Dean of Undergraduate Studies (Professor K Mitchell), Bursar/Director of Strategic Innovation (Professor V Campbell), Registrar (Professor P Murphy), Professor D Ahern, Professor L Brennan, Professor A Burke, Ms A Connolly, Mr J Cunningham, Ms J Donoghue, Professor S M Draper, Ms S Farrell, Dr D Fayne, Mr D Grouse, Professor C Laudet, Professor K McTiernan, Professor R Moss, Professor E O'Halpin, Professor D R Phelan, Professor A Seery, Professor F Sheerin, Professor S Alyn Stacey.
<i>Apologies</i>	Mr S De Rís, Mr J Keogh, Professor R Timoney, Mr O Vince Coulter.
<i>In attendance</i>	Assistant Secretary to the College (Ms V Butler).
<i>(ex officio)</i>	Secretary to the College (Mr J Coman), Treasurer/Chief Financial Officer (Mr I Mathews).
<i>(by invitation)</i>	Chief Operating Officer (Ms G Ruane), Vice-President for Global Relations (Professor J Hussey).

SECTION A

- BD/18-19/029 Statement of Interest**
The Secretary to the College advised that no statements of potential conflict of interest had been received.
- BD/18-19/030 Statutory Declaration**
At the invitation of the Provost, the new member of the Board, Professor Fintan Sheerin, made the Statutory Declaration as required by the 2010 Consolidated Statutes.
- BD/18-19/031 Minutes - Meeting of 12 September 2018**
The minutes of the Board meeting of 12 September 2018 were approved and signed.
- BD/18-19/032 Matters Arising from the Minutes**
The following items were raised under Matters Arising:
- (i) BD/18-19/010 Athena SWAN Progress Update**
In response to comments from a Board member regarding issues around representation of all genders across various staff grades, the Vice-Provost/Chief Academic Officer advised that the Gender Equality Report is due to be considered at the November Board meeting. The Provost suggested that a balanced discussion on gender equality could be had at a future meeting of the Board and it was noted that a proposal on this matter would be prepared for future consideration.

Ms Jill Donoghue joined the meeting at this point.

The Dean of the Faculty of Arts, Humanities and Social Sciences, Professor D Jones joined the meeting for this item

The Provost welcomed Professor Jones and invited him to give the Board an update on resources which had been allocated to the schools in the Faculty to assist them in preparing submissions for Athena SWAN. Professor Jones advised the Board that Arts and Humanities

disciplines would only become eligible to apply for Athena SWAN awards in November 2019. He advised the Board of the financial support which had been allocated to each of the 12 schools in the Faculty and that 9 of the schools had appointed Athena SWAN Champions to assist with the preparation of submissions. In addition, he informed the Board that there had been a significant amount of consultation on this matter including consultation with colleagues in Queen's University Belfast, a Faculty Planning Day, discussions at Faculty Fora and several lunchtime workshops.

Responding to comments from a Board member, the Dean acknowledged the importance of compiling accurate submissions that reflect the achievements made to date in respect of gender equality.

In response to a queries from a Board member, it was noted that the Faculty Administrator and the HR Partner are acting as the main points of contact to assist the schools with co-ordinating their submissions. It was also noted that the lunchtime workshops are to facilitate the sharing of information and experience between schools so that duplication is minimised.

Professor Jones left the meeting at this point.

The Provost informed the Board that the Dean of the Faculty of Engineering, Mathematics and Science had advised that Athena SWAN Champions have been appointed in all of the schools in that Faculty. The Vice-Provost/Chief Academic Officer advised the Board that there is a clear timeline now in place and that the University is on track to make an application for a silver award in due course.

(ii) BD/18-18/011 Visitors

The Registrar updated the Board on this item noting that if the University is to proceed with a change in nomenclature of students then the assent of the Fellows is required. She advised that it is proposed that this proposal would be combined with others in due course and taken as a suite of proposals to be progressed through the Fellows' Assent process. The Provost advised that if being progressed then the proposed changes to the Statutes would be brought to Board for approval when appropriate.

In response to a query from a Board member, the Vice-Provost/Chief Academic Officer clarified that the appropriate changes, in light of the decision on the Dubium, had been made to the Calendar to ensure that its wording is fully compliant with the Statutes and that it is not intended to ask schools to revisit course handbooks which have already been published.

(iii) College Safety Committee

The Chief Operating Officer invited the Board's attention to the Membership of the College Safety Committee document, which had been circulated in advance, noting that the proposed membership was in keeping with the Consolidated Statutes 2010.

Action/Decision

32.1 The Board approved the membership of the College Safety Committee as had been circulated.

BD/18-19/033 Provost's Report

The Provost updated the Board on the following items:

- **Academic and Philanthropic Activity including Alumni Engagement**

The Provost advised the Board that he had had the privilege of opening the Trevor West Sports Hall in Midleton College in Cork on 14 September 2018.

He also advised that he had engaged in several philanthropic events in the United Kingdom to increase support for the Cancer Institute and for refurbishment of the Library.

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- **Innovation and the Innovation District Council**

The Provost had recently attended a forum on research hosted by the Irish Business and Employers Confederation (IBEC). Referencing a recent opinion piece he had written in The Irish Times, the Provost shared with Board members his concerns regarding the reduction in funding from Science Foundation Ireland (SFI) for fundamental research. The Provost advised that he had arranged an upcoming meeting with the Minister for Business, Enterprise and Innovation to discuss this matter.

It was noted that the Innovation District Council, chaired by the Secretary General at the Department of An Taoiseach, Mr Martin Fraser, had its first meeting on 24 September 2018.

- **Tangent, Trinity's Ideas Workspace Launch**

It was noted that a formal launch of Tangent had taken place on 27 September 2018 in Regent House. It was noted that Tangent encompasses a number of initiatives that contribute to the University's mission to deliver economic, cultural and social value through innovation and entrepreneurship.

- **Rooney Prize for Irish Literature**

The Provost informed Board members that the Rooney Prize for Irish Literature had been awarded to Ms Caitriona Lally, a Trinity graduate and staff member, for her debut novel Eggshells.

In response to comments from a Board member, the impact of decreasing numbers of PhD students on undergraduate teaching was acknowledged.

Responding to comments from a Board member, the Provost advised the Board that the Dean of Research is actively engaged with SFI in relation to funding for postgraduate research and the importance of having a balance between fundamental and applied research was acknowledged.

The Provost thanked Board members for their comments and closed the item.

BD/18-19/034 Engineering, Environment and Emerging Technologies Learning Foundry Update

Professor Vinny Cahill, Dean of the Faculty of Engineering, Mathematics & Science; Mr Paul Coote, Project Appraisal Manager; and Ms Edwina Hegarty, Programme Manager; joined the meeting for this item.

The Bursar/Director of Strategic Innovation introduced the document dated 25 September 2018 with reference to a presentation which had been circulated, dated 3 October 2018. She provided the Board with a summary of the key project objectives which includes expanding education and research, increasing staff numbers and providing state of the art facilities for students.

The Bursar/Director of Strategic Innovation also provided an overview of the five capital project elements of the project, noting that E3 stage 2 Research building in TTEC is out of the scope of this project. The Bursar/Director of Strategic Innovation then outlined the various design options which had been considered and summarised the advantages of the preferred option. It was noted that a demolition application was recently submitted and examples of the proposed refurbishment and enabling works were provided. She also noted that a Masterplan for the East-End of the campus was also underway.

It was noted that the document and requests contained within had been approved by the Finance Committee on 1 October 2018 and that the planning would move from concept to a detailed design phase.

Professor Cahill provided a summary of the E3 student numbers for 2017/18 and summarised the planned growth noting that the Non-EU and Undergraduate student markets were very strong.

The Provost invited the Board's attention to the approval of spend being sought noting that it is keeping with the business case.

In response to comments from a Board member in relation to a risk of an increase in construction costs, the Bursar/ Director of Strategic Innovation advised that learnings from other projects had been considered when preparing the E3 business case. In addition, there had been a detailed discussion on the budget and risks at the Finance Committee and a risk workshop had been held. She also advised that an expanded Risk Register for the project would be brought to a future meeting of the Board.

In response to queries from a Board member, Professor Cahill clarified the student number projections.

The importance of communicating the Masterplan for the East-End of the campus including the possible provision of a model in the Senior Common Room was noted and the Bursar/ Director of Strategic Innovation advised that a town hall meeting has been organised.

Responding to queries from a Board member, Mr Coote advised that a detailed financial paper will be presented to the Board at a later stage and the Treasurer/Chief Financial Officer clarified that the financial aspects of the project are considered by the Finance Committee on a 6-monthly basis.

Action/Decision

034.1 The Board considered and approved the document from Professor Vinny Cahill, Dean of the Faculty of Engineering, Mathematics & Science; Professor Veronica Campbell, Bursar/Director of Strategic Innovation; Mr Paul Coote, Project Appraisal Manager; and Ms Edwina Hegarty, Programme Manager; including the funding requests contained within.

Professor Cahill and Ms Hegarty left the meeting at this point.

BD/18-19/035 European Investment Bank (EIB) Loan Financing

Mr Paul Coote, Project Appraisal Manager, joined the meeting for this item.

Mr Coote invited the Board's attention to his memorandum dated 26 September 2018 and to his presentation, dated 3 October 2018, which had been circulated. He advised the Board that this would be the third loan to the university from the EIB.

He also advised the Board that the loan is requested for five specific projects all of which had been previously approved through the appropriate governance processes except for the Law School project which will be progressed in due course. Additional funding for these projects will be sourced from commercial lenders, Government funding, philanthropic funds and Trinity funds.

Mr Coote provided the Board with a summary of the terms and conditions of the loan, noting that the EIB has set a borrowing limit of 65% of total net assets. He advised Board members that approval of the Higher Education Authority (HEA) was not required as long as Trinity remains within the borrowing framework or a project is approved by the HEA as self-financing outside of the framework. Mr Coote also clarified the associated required loan covenants for Board members. It was noted that external legal advice had been received on the loan contract and that this item had been considered and recommended for approval by Board by the Finance Committee at its meeting on 1 October 2018.

In response to queries and comments from a Board member, it was agreed that in advance of any decision regarding the type of interest rate to be applied to the loan, variable or fixed, a further proposal on this matter would be brought to the Board for approval. The Treasurer/Chief Financial Officer clarified that penalties would apply if the loan was paid off early under a fixed interest rate and noted that each of the previous two loans had selected different interest rates based on the best knowledge available at the given point in time. Mr Coote also advised the Board that existing projects, such as the Trinity Business School, have been very successful to date. He advised that he would have no concerns with progressing the five specific projects in question, noting that the debt service costs had been included in each project. He also noted that should it be decided that one of these five projects is not to proceed, with EIB approval, an alternative project may be progressed in its place.

Responding to a query from a Board member, Mr Coote clarified that it is envisaged that the loan will be drawn down as required and within the appropriate timeframe.

The Provost expressed his thanks to the Project Appraisal Manager for his contribution on this item to date.

Action/Decision:

35.1 The Board noted and approved the memorandum from the Project Appraisal Manager, dated 26 September 2018 and the request for the Provost and the Treasurer/Chief Financial Officer to finalise and sign the loan agreement with EIB contained within.

35.2 It was agreed that in advance of any decision regarding the type of interest rate to be applied to the loan, variable or fixed, a further proposal on this matter would be brought to the Board for approval.

Mr Coote and Professor O'Halpin left the meeting at this point.

BD/18-19/036 State Funding Update: Understanding the Funding Needs in Higher Education

The Vice-Provost/Chief Academic Officer invited the Board's attention to his memorandum and the Department of Public Expenditure and Reform Spending Review dated September 2018, which had been circulated. He provided the Board with a summary of the main items considered in the Review which include Demographics and Staff-Student Ratios, Non-Exchequer Funding, the Government Balance Sheet and University Autonomy. The Vice-Provost/Chief Academic Officer also noted that there was no reference contained in the document to the potential need for an increase in support staff members and it was difficult to reconcile the views in the document with the Government's ambition to have the best education provision in Europe by 2026. The low level of references to research activity and to capital investment in the document was also disappointing. He advised the Board that the Irish Universities Association (IUA) have produced an analysis of the Review and had made representations to the authors.

In response to a query from a Board member, the Provost advised that Trinity had contributed to the IUA response and further consideration is being given to the possibility of preparing a separate Trinity response. The Vice-Provost/Chief Academic Officer also noted the importance of monitoring developments in this area and noted the importance of monitoring the quality of our academic activities.

Responding to comments from Board members, the Provost advised that this Review differed from the Cassells Report and had the potential to confuse discussion on the issue of funding for the Higher Education sector.

Action/Decision

036.1 The Board considered the update from the Vice-Provost/Chief Academic Officer, dated 27 September 2018.

BD/18-19/037 Preparing for Strategic Plan 2019-2024

The Vice-Provost/Chief Academic Officer invited the Board's attention to his presentation dated 3 October 2018. He provided an overview of some of the challenges to be considered in preparing for the Strategic Plan 2019-2024. He noted that it is envisaged that there will be a significant growth in student numbers in the coming years partly attributed to the implementation of the E3 project and the planned growth of the Trinity Business School and the School of Medicine. The Vice-Provost/Chief Academic Officer advised that current financial projections show the University moving into funding surplus by 2021. He also provided Board members with an overview of the proposed timeline for the drafting of the new Strategic Plan which will see the final discussion and approval of the plan by the Board taking place in May-June 2018.

In response to comments from a Board member, the potential to increase the use of digital technologies to meet anticipated demand and facilitate growth was acknowledged. The Vice-Provost/Chief Academic Officer, in response to additional comments from Board members, acknowledged the challenges that may be encountered in future years in terms of space and staffing levels.

The Provost thanked the Vice-Provost/Chief Academic Officer, noting that further updates would be brought to future meetings of the Board.

Action/Decision

037.1 The Board considered the update from the Vice-Provost/Chief Academic Officer.

BD/18-19/038 Anti-money laundering data request. Re-opening of Davy Select trading account

The Treasurer/Chief Financial Officer invited the Board's attention to his memorandum, dated 26 September 2018. He advised Board members that as part of the data requirements to re-open Trinity's Trading Account with Davy and in order to comply with the Criminal Justice (Money Laundering and Terrorist Financing) Act 2010 as amended by Part 2 of the Criminal Justice Act 2013 Davy requires the name and electoral register address of each Trinity Board member. An email is to be issued to all Board members from the Secretary's Office requesting this information.

Action/Decision

038.1 The Board considered and approved the memorandum from the Treasurer/Chief Financial Officer, dated 26 September 2018.

BD/18-19/039 University Council

The Board noted and approved the draft Acta of the Council meeting of 26 September 2018.

BD/18-19/040 Any Other Urgent Business**(i) Resignation of Treasurer/Chief Financial Officer**

The Provost advised the Board that the Treasurer/Chief Financial Officer will be leaving Trinity with effect from 7 December 2018 to take up the position of Vice-Chancellor for Administrative and Financial Affairs at Abu Dhabi University. He congratulated Mr Mathews on his new role and thanked him for his much valued service and contribution to the University.

(ii) Finance Award

The Provost advised Board members that Trinity's Financial Services Division (FSD) was awarded "Finance Team of the Year" at the annual British Accountancy Awards on Wednesday 26th September 2018. He congratulated Mr Mathews and all of the team in FSD on their recent success.

SECTION A.2**BD/18-19/041 Draft Fitness to Study Policy**

The Board considered and approved the memorandum from the Dean of Students dated 26 September 2018 and the accompanying policy.

SECTION B**BD/18-19/042 Board Business**

- (i) Callover
The Board noted the Board Callover from the meeting of 12 September 2018.
- (ii) Outcomes
The Board noted the Board Outcomes from the meeting of 12 September 2018.

BD/18-19/043 Estates Policy Committee

The Board noted and approved the draft minutes of the meeting of 22 June 2018.

SECTION C**BD/18-19/044 Sealings**

The Board noted the sealings, as circulated, and attached as Appendix 1 to this Minute.

BD/18-19/045 Loan Request for Eleven Prints from the Manuscript Collections of the Library from the National Gallery of Ireland

The Board noted and approved the Memorandum from the Librarian and College Archivist, circulated, dated 25 September 2018.

BD/18-19/046 Gender Representation among Fellows

The Board considered and approved the Memorandum from the Equality Officer, circulated, dated 26 September 2018.

BD/18-19/047 Prizes and Other Awards

- (i) **Gold Medal Nominations 2018**
The Board noted and approved the Memorandum from the Senior Lecturer/Dean of Undergraduate Studies, circulated, dated 24 September 2018. See Appendix 2 to this Minute.

Action/Decision

047.01 It was agreed that gender analysis information will be provided for the distribution of gold medals, Entrance Exhibitions and other relevant student related matters.

- (ii) **School of Medicine Prizes and Medals 2017-18**

The Board noted and approved the Memorandum, from Christina Boccardo, Administrative Officer, School of Medicine, circulated, dated 29 August 2018.

- (iii) **Establishment of the Cara O'Hagan Memorial Prize**

The Board noted and approved the Memorandum from Professor Mark Bell, Head of the School of Law, circulated, dated 6 September 2018.

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SECTION D

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

Signed:

Date:

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