

*Incorporating any amendments approved at subsequent Council meetings*

**The University of Dublin**

**Trinity College**

**A meeting of the University Council was held on Wednesday 4 February 2004 at 11.15 am in the Board Room.**

*Present* Provost, Vice-Provost, Senior Lecturer, Registrar, Senior Tutor, Dean of Graduate Studies, Dean of Arts (Humanities), Dr M H Adams, Dean of Arts (Letters), Professor D M Singleton, Dr E V Patten, Dr N Persram, Dean of Engineering and Systems Sciences, Dr D W O'Dwyer, Professor P J Prendergast, Dr A W Kelly, Dean of Science, Dr B Espey, Professor P Coxon, Dr C Benson, Ms H Fychan, Ms M McMahon, Mr J O Q Inderhaug, Ms S Scott, Dean of Dental Affairs.

*Apologies* Dean of Business, Economic and Social Studies, Dean of Health Sciences, Dr P C Conroy, Dr M L Brennan, Ms G E Fallon,

*In attendance* Librarian, Secretary, Academic Secretary.

*Student observer* Ms R Ni Eidhin.

**19/A Minutes** The minutes of the meeting of 14 January 2004 were approved.

**19/B Matters Arising from the Minutes** A number of matters arising from the Minutes were discussed and have been minuted under appropriate headings hereafter.

**19/C Agenda for Change 2003-04 and Subsequent Years (see Actum 15/C of 14<sup>th</sup> January 2004)**  
The Senior Lecturer reported that two meetings of the Resource Management Working Group had been held and that a call for submissions had been issued to heads of academic departments, faculty deans and heads of support areas.

**19/D Provost's Report**

- (i) **Chair in Children's Studies** Private funding for a new Chair in Children's Studies had been secured from named donors. A Chair appointment in Children's Studies would facilitate further development and consolidation of the work done in this area by the Children's Research Centre over the past number of years.

- (ii) **Conference of Heads of Irish Universities** The Provost advised that the Conference of Heads of Irish Universities (CHIU) is strongly united as a group and determined to campaign against recent reductions in state funding. One of the factors that is likely to emerge in discussion with the Higher Education Authority/Department of Education and Science is the need to introduce mechanisms that measure performance at an individual level in a systematic way. It was noted that those putting themselves forward for promotion are subject to rigorous review by the relevant promotions committee and, at a certain level of seniority, required to undergo external peer review. The Vice-Provost advised that under the current national wage agreement, the College was required to introduce a performance development programme by 2005.

**20/A Academic Developments** The Senior Lecturer advised Council of a number of academic developments under the following headings:

- (i) **Changing Environment** A number of factors was contributing to the changing environment in which the College was operating. These included the OECD Review of Higher Education in Ireland, reductions in state funding, and increased demands for transparency and accountability. In any funding environment, a transparent funding model would be important and currently consideration was being given to the introduction of a resource allocation model within College. It was likely that there would be significant discussion on the parameters that might drive such a model and the introduction of a model may identify inequities in the current resource distribution across College.

In terms of dealing with a reduced funding environment, it would be necessary to examine our academic programmes to ensure their robustness. Such an examination should consider the viability and quality of programmes and it may subsequently be necessary to consider the withdrawal of programmes. It may also be appropriate to review structures in terms of our existing Faculties and Departments.

It was noted that the Resource Management Working Group will make a report to Council and Board in due course on the implications of funding reductions across the full range of our activities.

- (ii) **Centre for Academic Practice and Student Learning** The Senior Lecturer invited attention to various activities within the learning development area of the Centre. A nomination for appointment would be brought to Council shortly for an Academic Developer in the Centre. A Learning Development Committee had been formed which brought together the various people involved in supporting student learning in College. An Inter-Universities Retention Network had been established and the Director of the Counselling Service was Trinity's representative on that group.
- (iii) **Trinity Access Programmes** The Senior Lecturer commented on the need to realise the commitment stated in the Strategic Plan in terms of expanding the number of socio-economically disadvantaged students. Discussions were ongoing with a number of VEC Colleges regarding the establishment of alternative access routes to undergraduate degree programmes. In response to a question, the Senior Lecturer confirmed that Trinity was not involved in the National Council for Vocational Awards (NCVA) links programme, however, discussions are in progress with the

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

Further Education and Training Awards Council (FETAC) with a view to widening access and facilitating the progression of students into the University.

- (iv) **Size and Composition of the Student Body** The HEA had requested College to provide projections of student numbers for a five year period and in line with the Strategic Plan, the projections included an increase of 35% in postgraduate student numbers. In respect of undergraduate numbers, it was noted that Council had placed a moratorium on their growth for a two-year period and this decision was now due for review. Pending this review the return to the HEA for undergraduate student numbers was based on a 10% increase over the five year period.
- (v) **Quality Improvement and Quality Assurance** The Irish Universities Quality Board had established a number of sectoral projects including the teaching of mathematics, student services, and best practice in terms of doctorate programmes.
- (vi) **Lifelong Learning** A working party on Lifelong Learning was close to producing a report which would be considered by the Academic Affairs Committee and by Council in due course.

The Vice-Provost, the Registrar and the Dean of Graduate Studies also reported on academic developments in their areas of activity.

The Vice-Provost advised Council as follows:

- (vii) **Promotions Report** The consultation process on the report of the Promotions Working Party had been completed. The report is currently being finalised and will be circulated for consideration by Council in the near future.
- (viii) **Staffing issues** With the recent introduction of employment legislation, there was a number of issues to be addressed for non-permanent staff, such as opportunities for promotion.

The Registrar reported on the following issues:

- (ix) **St Catherine's College** Discussions were ongoing with St Catherine's College regarding the implications of its impending closure. An issue of concern for St Catherine's was the need to ensure that it maintains a sufficient staffing complement to deliver the programme as the final cohort of students progresses through the course. The Education Officer of the Students' Union commented that the Students' Union was available to offer support to students in St Catherine's.
- (x) **Bachelor in Education** The Bachelor in Education programme was taught jointly with three associated colleges. The Department of Education and Science was anxious to ensure that there was optimum use of resources in the provision of this programme.
- (xi) **International Student Affairs** The Registrar advised that Fitzpatrick Associates had been commissioned to produce a report by the end of February that would provide a framework within which further development in international student recruitment might take place. Deans had been requested to consider whether additional supernumerary places might be made available for non-EU students however it had

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

been noted that a significant constraining factor in several areas was accommodation. The Registrar noted that visiting American students were indicating a preference to study for one semester abroad. Our three-term structure was therefore not very attractive and this was affecting recruitment of visiting American students. The Provost commented that it may be appropriate to consider moving towards a standard course unit across College.

The Dean of Graduate Studies reported on current developments in Graduate Studies, as follows:

- (xii) **Educational Programmes** Proposals for new programmes were under consideration in five Faculties and would be considered by the Graduate Studies Committee later in the year. The proposed programmes were

MSc in Pharmaceutical Manufacturing Technology  
 MPhil in Film Theory and History  
 MPhil in Literary Translation  
 MSc in Economics  
 MSc in Global Health  
 Postgraduate Diploma in Clinical Supervision

Consideration was also being given to the introduction of a professional doctorate in Education.

- (xiii) **Administration** Procedures in relation to admissions and other aspects of the office's activities were currently being reviewed.
- (xiv) **PhD Programmes** The Dean and the Graduate Studies Committee were contributing to the CHIU sectoral project on good practice in relation to PhD programmes, and were also giving consideration to the implications of the Bologna Declaration in the graduate area.

Following a brief discussion, the Provost thanked the Officers for their reports.

- 21/A Personnel and Appointments Committee** Council noted and approved the recommendations arising from the meeting held on 23<sup>rd</sup> January 2004 as set out in the circulated memorandum dated 26<sup>th</sup> January 2004 from the Acting Secretary of the Committee. Some concern was expressed regarding the non-replacement of staff and also regarding the Committee's decision to defer making recommendations on a number of requests pending clarification of the financial situation. The Provost stated that the Resource Management Working Group will be quantifying the impact of the financial cuts across all our activities. It was noted that in the current financial circumstances, it will not be possible to return to a position where there is routine replacement of staff.

- 21/B Nominations for Appointment** Council noted and approved the circulated information which is attached as Appendix 1 to the minutes.

*Incorporating any amendments approved at subsequent Council meetings*

**21/C European Universities Association – Quality Review of Universities** A memorandum from the Senior Lecturer dated 28<sup>th</sup> January 2004 had been circulated. The Senior Lecturer stated that under the Universities Act, the Higher Education Authority (HEA) was entitled to conduct a review of quality assurance processes in the universities. Following discussion with the Irish Universities Quality Board (IUQB), it had been agreed that the review would also look at the effectiveness of the processes and that it would be conducted by the European University Association (EUA).

A preparatory seminar had been held on 20<sup>th</sup> January 2004 and it had provided a useful opportunity to clarify issues and to meet members of the review team. Detailed information on the terms of reference for the review was provided in the circulated documentation and it was noted that the review team will examine the following areas:

- Design and planning of existing internal quality processes
- Effectiveness of internal quality processes
- Relevance of internal quality processes and degree to which their outcomes are used in decision-making and strategic planning
- Perceived gaps in the internal mechanisms processes and frameworks and recommendations for enhancing them

The terms of reference indicated that the above elements will be placed within an institutional analysis that will examine decision-making processes and will allow the review teams to comment on institutional obstacles and success factors for an effective internal quality management.

A high-level reference panel is being established from outside the university sector in consultation with the National Qualifications Authority of Ireland and its role will be to provide an external perspective on the social, cultural and economic context.

The Senior Lecturer stated that as required in the guidelines, a Steering Committee will be established to prepare the self-evaluation report. Membership of the committee was currently being finalised. It was noted that the EUA places considerable emphasis on the evaluation process and stressed the need to have wide consultation on the self-evaluation report. The first review visit will be conducted on 30<sup>th</sup> June/1<sup>st</sup> July and the review team will expect to meet members of the Steering Committee, Deans, staff and students, and may wish to meet some members of Council. The second visit will be conducted in September/October. Within three months, the EUA will forward a report to each of the universities, which the universities are obliged to publish on their websites, and a copy will also be sent to the Minister in accordance with Section 41 of the Universities Act. In addition it will forward to the HEA and the IUQB a cross-sectoral report.

In the discussion, it was noted that the EUA documentation indicated that it aimed to strengthen institutional autonomy and to support institutional change in the universities. Several members of Council welcomed the fact that the EUA was conducting the review as it represented an evaluation by peers. It was noted that this was a total institutional review which would encompass both academic areas and support services. There would be wide consultation regarding the self-evaluation report although the mechanisms by which this consultation would take place had yet to be worked out.

The Senior Lecturer undertook to inform Council of developments in this area.

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

**22/A Funding of the University** Under Other Business, a member of Council drew attention to the newspaper article of the previous week regarding the HEA's submission to the Department of Education and Science that proposed the introduction of legislation to enable the privatisation of universities.

**22/B Higher Degrees—Reports of Examiners** The Council noted and approved the reports of examiners on candidates for higher degrees, approved by the sub-committee of Board and Council on 11 December 2003 and 13 January 2004 and noted by Board on 28 January 2004, as circulated.

(i) **Professional Higher Degrees by Research Alone**

**MD** Michael Robert Clarkson; James Michael William O'Riordan; Karl Joseph Sweeney.

(ii) **Higher Degrees by Research Alone**

**PhD** Gillian Butler; Avril Coghlan; David Anthony Cregan; Finbar Dolan; Suzanne Claire Isolda Dunne; Olga Marie Horgan; Gillian Marie Hussey; Jacqueline Anne James; Eoin Michael Brian Lawless; Frances Mary McCormack; Ciarán Seosamh Mac Muiirí; Susan Murphy; Jonathan Pratschke; Declan Redmond; Neal Martin Thomas Rowland; Anne Elizabeth Salter; Anatole Alexander Tchikine.

**MSc** Salaheldin Elgarmadi; Niamh Catherine Marie Millar; Simon Joseph O'Brien; Yu Yanming.

**23/A Graduate Studies Committee—Minutes of 13 November 2003** The Council noted and approved the minutes of the meeting of the Graduate Studies Committee of 13 November 2003, as circulated.

**23/B Leave of Absence** The Council noted and approved the following applications recommended by Deans and Heads of Department concerned on the usual basis, satisfactory proposals having been made for provision for teaching and other needs:

(i) **Geology** Dr P N Wyse Jackson – Michaelmas term 2004;

(ii) **Zoology** Dr J M Rochford – Trinity term 2004.

**23/C Committees - Academic and Senior Administrative Staff Promotions Committee**

(i) **Senior Promotions Committee** The Council noted and approved the nomination of Professor J Ohlmeyer (Modern History) and Professor J Boland (Chemistry) to the membership of the above committee.

Under Other Business:

*Incorporating any amendments approved at subsequent Council meetings*

(ii) **Junior Promotions Committee** The Council nominated the following members of Council to serve on the Junior Promotions Committee for the academic year 2003-2004:

- (a) Dr M H Adams (Music);
- (b) Professor P J Prendergast (Mechanical and Manufacturing Engineering).

Signed .....

Date .....

## Appendix 1 to Actum 21/B

**Nominations for Appointment – 4 February 2004**

<b>Department</b>	<b>Post</b>	<b>Name and Qualifications</b>	<b>Start date</b>	<b>Termination date (if contract)</b>
Biochemistry	Research Associate	Heffernan, Mark Andrew, B.Sc, Ph.D. (Melb.)	12.01.2004	30.08.2004
Biochemistry	Research Assistant (part-time)	Bridge, Mary Helen, B.A. (Dubl.) Ph.D. (Vienna)	01.01.2004	12.02.2004
CLCS	Research Fellow	Ito, Mika, B.A. (Tokyo)	01.01.2004	30.09.2006
Computer Science	Part-time Lecturer	Upton, Conor, B.A. (D.I.T.) M.Sc (Dubl.)	01.01.2004	30.06.2004
Dentistry	Clinical Teacher	Brazil, Ann, B.A., B.Dent.Sc (Dubl.)	01.09.2003	30.06.2006
English	Visiting Lecturer	Fryatt, Charlotte, B.A. (Cantab.) [Ph.D. (Dubl.) (to be conferred)]	01.10.2003	30.06.2004
Hispanic Studies	Language Assistant	McDermid, Robert Paul, B.A. (Dubl.)	05.01.2004	07.05.2004
Histopathology	Part-time Lecturer	Swann, Niall, M.B., B.A.O., B.Ch. (R.C.S.I.) M.R.C.P.I., F.C.A.P.	01.01.2004	Ongoing
Microbiology	Research Fellow	Piggott, John Michael, B.Sc. Applied Biosciences, (N.C.E.A.), M.Sc. Microbiology, (N.U.I.)	01.01.2004	31.10.2005
Microbiology	Research Fellow	Pinjon, Emmanuelle, B.Sc, M.Sc., (Paris) PhD (Dubl.)	01.01.2003	31.12.2005
Molecular Medicine	Research Associate	O'Sullivan, Mary B.Sc, (N.U.I.), M.Sc. (Dubl.), Ph.D. (Dubl.)	13.10.2003	12.10.2005
Music	Lecturer	Waeber, Jacqueline, D.ES Lettres (Geneva)	13.01.2004	Permanent
Physics	Research Fellow	Stephens, Colm, B.A., M.Sc., Ph.D., (Dubl.)	01.02.2004	01.02.2005
Psychiatry	Clinical Tutor	Whitty, Peter, M.B. B.Ch. B.A.O. (R.C.S.I.) M.R.C.Psych.	01.10.2003	30.09.2004
Surgery	Visiting Professor	Nattestad, Anders, D.D.S. (R.D.C. Copenhagen), Ph.D. (R.D.C. Copenhagen)	01.01.2004	21.12.2005
Zoology	Research Fellow	Vendrell, Victor, B.A. (U. Autonoma, Madrid) PhD (Valladolid)	02.02.2004	01.02.2008

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