

*Incorporating any amendments approved at subsequent Council meetings*

**The University of Dublin**

**Trinity College**

**A meeting of the University Council was held on Wednesday 13 April 2005 at 11.15 am in the Board Room.**

<i>Present</i>	Provost, Vice-Provost, Senior Lecturer, Registrar, Dean of Graduate Studies, Dean of Arts (Humanities), Dean of Arts (Letters), Professor D M Singleton, Dr E V Patten, Dean of Business, Economic and Social Studies, Dr M L Brennan, Dr M L Rhodes, Dean of Engineering and Systems Sciences, Dr S P Wilson, Dean of Health Sciences, Dr A W Kelly, Dean of Science, Professor P Coxon, Dr N Marples, Dr C Benson, Ms F M Haffey, Mr D McCormack, Mr D Mac Síthigh, Mr A Payne.
<i>Apologies</i>	Senior Tutor, Dr P C Conroy, Professor E O'Halpin, Dr A Kokaram, Professor C M Begley, Mr C Larkin, Dean of Dental Affairs, Ms M McMahan, Ms D McClean, Ms F Van Der Puil, Mr J Bertram, Ms K Gibson.
<i>In attendance</i>	Librarian, Secretary, Academic Secretary, Assistant Academic Secretary.

**SECTION A**

**CL/04-05/125 Minutes** The Minutes of the meeting of 9 March 2005 were approved and signed.

**CL/04-05/126 Matters Arising from the Minutes** There were no matters arising.

**CL/04-05/127 Provost's Report** The Provost advised that the HEA had recently given a presentation on a new funding model, which included a strategic element. He also noted that CHIU was taking a more active role in relation to policy development in the sector.

On behalf of Council, the Provost congratulated members of the Students' Union on their election as officers of the Union of Students in Ireland.

**CL/04-05/128 Graduate Studies Office - Annual Report 2003-04 and Postgraduate Admissions Data 2004-05** A copy of the Report had been circulated together with a covering memorandum from the Dean of Graduate Studies.

The Dean introduced the report and invited Council's attention to the following:

- The number of postgraduate students had increased in 2003-04 over the previous year as has been the pattern since 1995.
- Five postgraduate taught courses had been introduced in 2003-04, bringing the total number of courses available to 141 (though not all are available in any given year).
- The average thesis examination period for research degrees was eight and a half months, although the majority were completed within six months.

- Average completion times for research degrees were five years for PhD students in Science and five years and one month for PhD students in Arts.
- Eight taught postgraduate courses were reviewed in 2003-04. The resulting reports were considered by the Graduate Studies Committee and were included in the departmental review material for the relevant department.
- Information on the various award and grant schemes administered by the Office had been included in the report.
- The Office produces Part 2 of the *Calendar*, the postgraduate prospectus and the graduate studies website. The Dean noted that the website required further development.
- Total postgraduate student numbers in 2003-04 were 4207, of which approximately 63% were registered for taught courses, and 6.2% were non-EU students. Sixty percent of all postgraduate students were female.
- 240 research and professional degrees were examined in 2003-04, of which 170 were PhD examinations.
- Information had been provided on postgraduate admissions in 2004. Appendix 10 detailed offers and acceptances for taught courses and Appendix 11 provided similar information for research students. Appendix 12 gave the distribution in 2004-05 of research students by department and year of registration. In 2004-05, the total number of research students was 1670.

In the discussion, the Dean of Graduate Studies indicated that while most of the data presented in his report were generally easily available, there was a need to gather more information on applicants. He also commented that there was a need to move to on-line applications for postgraduate admissions and that this was currently being investigated. In response to a question, the Dean indicated that the stated average completion times for research students may include both full-time and part-time students and he undertook to clarify this matter for the next meeting. He noted that there were several issues in relation to the treatment of research students in the ARAM and that he was liaising with the Bursar on this matter.

In response to a question, the Dean of Graduate Studies advised Council that at the end of their first year, research students should be assessed for their aptitude for research. Council noted the importance of this milestone in the progression of a student to the PhD register and considered it appropriate that there was a degree of formality in the transfer process. Regarding admission to the research register, the Dean indicated that a candidate who has a masters qualification by research can be considered for admission to the PhD register, whereas a candidate with a taught masters will normally be admitted to the MSc/MLitt by research.

It was suggested that the number of staff eligible to supervise research students had remained fairly static over the past number of years and that this placed limitations on the capacity of the College to increase the number of research students.

It was noted that most PhD students are funded for a three-year period and there was a need to investigate how this might be extended to a four-year period.

On behalf of Council, the Provost thanked the Dean of Graduate Studies and his staff for their work in preparing the report.

**CL/04-05/129 Governance Issues** A memorandum from the Senior Lecturer dated 5<sup>th</sup> April 2005 had been circulated together with supporting documentation. The Senior Lecturer advised Council that the circulated documentation had been prepared with the assistance of the Deans' Committee and he thanked Deans for their very considerable effort in drafting the papers. The Senior Lecturer sought discretion from Council in the application of the governance procedures, some of which would be put into effect almost immediately

following approval. He noted that in general terms, existing custom and practice had been carried forward in the circulated documentation.

(a) **Roles and Responsibilities**

- (i) *Faculty Dean* The role and responsibilities of the Faculty Dean as presented had been based largely on the role of Dean as outlined in an earlier memorandum from the Senior Lecturer to Council and Board dated 28<sup>th</sup> January 2005. The term of appointment was three years, renewable for a further three.
- (ii) *Head of School* The role and responsibilities of the Head of School were set out under the following headings (a) Strategic and Budgetary Planning; (b) Teaching, Learning and Research; (c) Staffing; (d) General Issues. The responsibilities as documented reflected a conflation of some of the existing responsibilities of Head of Department and Faculty Dean. It was proposed that the term of appointment for those appointed in 2005 should be a three, four or five year period, thus providing flexibility to Schools in the initial period.
- (iii) *Vice-Dean* The role and responsibilities of Vice-Dean differed to those of Head of School mainly in terms of the extent of integration within the School/Vice-Deanery. For example, in the introductory paragraph, the Vice-Dean was responsible, *inter alia*, for promoting strategic thinking and ensuring co-ordination between disciplines within the Vice-Deanery whereas the responsibilities of the Head of School included the provision of academic leadership and strategic vision.
- (iv) *Head of Discipline* In addition to outlining the role and responsibilities of Head of Discipline, this document also outlined election procedures which were based on those currently in place for Head of Department.
- (v) *Director of Teaching and Learning (Undergraduate)*
- (vi) *Director of Teaching and Learning (Postgraduate)*
- (vii) *Director of Research* Roles and responsibilities had been drafted for each of the above three Directorships. The term of appointment was normally two years, renewable for a further two. It was noted that some areas had indicated a preference for one person carrying two of the above roles e.g. Director of Teaching and Learning (Postgraduate) and Director of Research. It was envisaged that the Directors would be incorporated into horizontal groupings i.e. the Directors of Teaching and Learning (Postgraduate) would meet regularly with the Dean of Graduate Studies.

(b) **Committees**

- (i) *Interim School Executives* In order to provide a framework within which the new School could operate, proposals had been made regarding the formation of Interim School Executives, including their terms of reference and membership.
- (ii) *School Committees* School Committees in the new structures would be inclusive committees involving staff and student representatives of the School. Further work had yet to be done regarding membership of the School: the number of undergraduate and postgraduate representatives had to be updated and reviewed, and the issue of representation of other categories of staff had yet to be addressed.
- (iii) *School Executive* It was proposed that the membership of the School Executive would include the Head of School (chair), the Directorship posts noted above, the Heads of Discipline in the School, and one undergraduate and one postgraduate representative. The Head of

School, in consultation with the School Executive, may choose to have up to two additional members.

(c) **Appointment Procedures**

- (i) *Faculty Dean* The Faculty Dean may be appointed by election, selection by internal or open competition, or by combined nomination and election. The Senior Lecturer noted that the circulated procedures were based largely on existing custom and practice.
- (ii) *Head of School* The Head of School may be appointed by election, selection by internal or open competition, or by combined nomination and election. Detailed procedures for appointment had also been set out in the circulated documentation.

The Senior Lecturer noted that there was still some governance documentation outstanding and that this would also be drafted with the assistance of the Deans' Committee.

The following were among the issues raised in the discussion

- The Faculty Dean would normally have responsibility for the administration and integration of common entry programmes.
- It was envisaged that Faculty Deans would be members of the University Council. Proposals for membership of the University Council in 2005-06 and future years would be presented shortly for consideration.
- A School may choose to appoint a Head by (a) election, (b) selection by internal or open competition, or (c) by combined nomination and election, and will present a proposal to the Provost on the method of appointment.
- The Students' Union will also have to reform its structures to reflect the College's new academic structures. It was hoped that work being undertaken by the Students' Unions and by the Senior Lecturer's Office on student representation would be completed in the Trinity Term.
- Heads of School would be appointed by, and formally accountable to, the Board (as was currently the case for Heads of Department).

The Provost thanked the Senior Lecturer for his presentation and suggested that any issues of detail should be communicated directly to the Senior Lecturer. The Senior Lecturer indicated that he had already received comments from a member of Council and these would be circulated for further discussion by the Deans' Committee.

**CL/04-05/130 School Formation** Under this item, the Senior Lecturer advised Council of the current position in relation to School formation. At its meeting on 10<sup>th</sup> March 2005, the Board had approved the establishment of twelve Schools and had agreed that 4<sup>th</sup> April 2005 should be the final date for proposing the establishment of a new School with effect from the next academic year. The Senior Lecturer advised that he would be proposing to Board at its next meeting that the following Schools should be established

- (i) A School of Business Studies - it was noted that this proposal involved the formation of a new joint entity with the Irish Management Institute. The Provost briefed Council on the more detailed aspects of this proposal noting that it should remain confidential until formal approval had been obtained from the governing body of each institution.
- (ii) A School comprising the Departments of Botany, Geography, Geology, Zoology and the Trinity Centre for the Environment.
- (iii) A School of Mathematics.

- (iv) A School comprising the Department of Biochemistry and further elements of Immunology. The Senior Lecturer noted that discussions were continuing as to whether others might be involved in this School.

The Senior Lecturer stated that if this were the final configuration, the new structure would have sixteen schools and a number of Vice-Deaneries. A number of departments that will be in Vice-Deanery groupings had indicated their wish to form schools with effect from October 2006 or 2007. These departments would be invited to develop strategies on how this would be accomplished and to submit proposals as part of their strategic plans to the Senior Lecturer by 29<sup>th</sup> April 2005.

The Senior Lecturer answered a number of questions and clarified points raised. In relation to the proposed 'aspirant' departments, he confirmed departments would be considered for 'aspirant' status on the basis of the plans they submitted. A proposal would be presented to the Board to the effect that, if a department were granted 'aspirant' status, they should not be hindered by interim arrangements in achieving their goals.

**CL/04-05/131 European University Association** A memorandum from the Senior Lecturer dated 6<sup>th</sup> April 2005 had been circulated together with (a) the European University Association (EUA) Reviewers' Report on Trinity College and (b) the response from Trinity to the Reviewers' Report. The Senior Lecturer stated that the College had been required to prepare a response to the EUA report within a six week period and to submit its response to the Irish Universities Quality Board by 30<sup>th</sup> March 2005. The College's EUA Steering Committee had met on two occasions during March and had agreed the response to the EUA Reviewers' Report.

The Senior Lecturer noted that in general terms, the Reviewers' Report had been very complimentary. He invited Council to consider the Reviewers' recommendations and the College's response as set out in the circulated documentation, as follows:

- (i) The Review Team strongly recommended that systematic evaluations of all courses be introduced immediately and that these evaluations should be kept confidential and not made public. The College had responded to this recommendation by indicating that it would be brought forward for discussion by the relevant Committees.
- (ii) The Review Team had strongly recommended that guidelines for external reviewers should emphasise that recommendations should be sensitive to resource constraints. Trinity had responded by stating that it was reluctant to limit reviewers to making recommendations entirely within the existing resource base.
- (iii) The Review Team had recommended that the eighteen month follow-up report should be submitted to the University Council and the academic officers for review. This was agreed.
- (iv) The Review Team had recommended that the schedule for reviews should be extended from five to seven years. This had already been agreed by the Academic Affairs Committee.

Following a brief discussion, Council noted and approved the response as presented. It was noted that the Sectoral Report would be available shortly and would be circulated for consideration at a future meeting.

**CL/04-05/132 Student Numbers** A memorandum from the Senior Lecturer dated 11<sup>th</sup> April 2005 had been circulated. The Senior Lecturer advised Council that a small Working Group on Student Numbers, consisting of the Senior Lecturer (chair), Dean of Graduate Students,

Dean of Research, Registrar and Academic Secretary had met on a number of occasions. The circulated memorandum had been informed by the discussions of that group.

The memorandum outlined the current policy on student numbers, as set out in the Strategic Plan, and noted that a principal external event affecting policy had been the recommendation contained in the recent OECD Report that the number of doctoral students should be doubled by 2010.

With regard to future student numbers, policy in this area remained central to planning and its importance increased in the context of new College structures and the ARAM. The Senior Lecturer's memorandum outlined a number of significant policy issues in relation to student numbers that would have to be addressed in the near future. Nevertheless the Senior Lecturer indicated that he was conscious of the need to provide guidance in the short-term to the new schools.

The following was proposed for consideration:

- (i) *Undergraduate Numbers* There should be no significant growth in undergraduate student numbers. However, it was recognized that some areas may wish to expand undergraduate numbers and they may be allowed to do so within the existing policy and on the basis of a review of proposed growth in undergraduate numbers that will be undertaken when strategic plans from Schools and Vice-Deaneries are being considered.
- (ii) *Postgraduate Numbers* Growth should be based initially on the academic strategies of Schools and Vice-Deaneries and on the related policy priorities built into the weightings and operation of the ARAM. It was proposed that postgraduate student numbers should be monitored annually and reviewed in three years time. College should work towards achieving its own goal of 2000 research students by the year 2008 and to contributing to the achievement of the OECD recommendation by 2010. It was noted that in order to achieve this expansion, significant additional resources would be required for postgraduate student facilities and services.

Consideration should be given to permitting Schools or Vice-Deaneries to substitute additional postgraduate places for existing undergraduate places.

- (iii) *International Students* Growth should be encouraged based on the academic strategies of Schools and Vice-Deaneries and on the related policy priorities built into the weightings and operation of the ARAM. International Student Affairs should take a lead role in setting targets and supporting strategies for their achievement, and in planning College-wide facilities and supports for international students.

The Senior Lecturer answered a number of questions and clarified points raised. Regarding the proposed increase in the number of research students and the supervision capacity of the College, the Dean of Graduate Studies commented that he had identified a significant number of staff that did not supervise research students and that it was unlikely that the College would achieve its targets in this area without full staff involvement in supervision. Furthermore, it would be important to provide the necessary supports for additional research students through the provision of grants and other supports.

Council noted and approved the proposals as presented.

**CL/04-05/133 Nominations for Appointment** Council noted and approved the circulated information which is attached as Appendix 1 to the minutes. The College Secretary noted that a number of minor amendments would be incorporated into the record.

**CL/04-05/134 Chair in Geriatric Medicine** Under Other Business the Council noted the recommendation of the nominating committee and approved the appointment of Professor Rose Anne Kenny, MB, BCh, MD (NUI) to the post from a date to be arranged, on the Professor Consultant Scale, with pension provision.

#### SECTION B

**CL/04-05/135 Personnel and Appointments Committee** The Council noted and approved the recommendations as set out in the minutes of the Personnel and Appointments Committee from its meetings of 4 and 24 March 2005 which had been circulated.

#### SECTION C

**CL/04-05/136 New Academic Structures** The Council noted and approved a memorandum from the Senior Lecturer to Heads of Department and Faculty Deans, circulated dated 24 March 2005.

**CL/04-05/137 Graduate Studies Committee—Minutes of 27 January 2005** The Council noted and approved the minutes of the meeting of the Graduate Studies Committee of 27 January 2005, as circulated.

**CL/04-05/138 Visiting Academic – Psychology and Neuroscience** The Council granted recognition to Dr R Roche (NUI Maynooth) from 1 March 2005 to 12 July 2006.

**CL/04-05/139 School of Occupational Therapy – Re-accreditation** The Council noted that the Association of Occupational Therapists in Ireland has granted full re-accreditation status to the B.Sc. (Hons) (Cur. Occ.) course for seven years with effect from the entry of the 2004-2005 cohort.

**CL/04-05/140 Chair in Early Irish** The Council noted and approved the membership of the Search Committee for this Chair:

Provost  
Dean, Faculty of Arts (Letters)  
Senior Lecturer  
Professor V J Scattergood  
Dr M K Simms  
Dr J Uhlich

**CL/04-05/141 Chair in Psychiatry – TCD/AMiNCH/HSE** The Council noted and approved memorandum from the Dean of Health Sciences, circulated dated 29 March 2005.

**CL/04-05/142 Nominating Committee** The Council approved the membership of the following committees:

- (i) **Broad Curriculum Lectureship in Business Studies – 5 year contract**  
Pro-Dean of Business, Economic and Social Studies (Dr E Mahon)  
Dr G McHugh  
Ms M Keating  
Dr B M Lucey  
Professor H J Y Scannell  
Dr S Smyth
  
- (ii) **Lectureship in East European/Russian History – Departments of Russian, Modern History and Centre for European Studies – 3 year contract**  
Dean of Arts (Humanities)  
Dean of Arts (Letters)  
Professor R Holton  
Dr S Smyth  
Dr A R Kramer  
Dr J Barkhoff

Signed .....

Date .....



## Appendix 1 to Actum CL/04-05/133

**Nominations for Appointment**

<b>Department</b>	<b>Post</b>	<b>Name and Qualifications</b>	<b>Start date</b>	<b>Termination date (if contract)</b>
Biochemistry	Research Fellow	NATHWANI, Seema, B.Sc., Ph.D. (NUI)	01.04.2005	31.03.2006
Biochemistry	Research Fellow	MALONEY, Geraldine, B.Sc. (NUI)	01.04.2005	31.03.2006
Biochemistry	Research Fellow	STACK, Julianne, B.Sc. (NUI)	01.04.2005	30.06.2005
Biochemistry	Part-time Lecturer	CLAYTON LOVE, William, B.Sc., M.Sc. (NUI), Ph.D. (Indiana)	01.10.2006	30.09.2009
Botany	Research Fellow	STYLES, David, B.Sc.(UEA), Ph.D. (Dubl.)	01.04.2005	31.03.2006
Chemistry	Research Fellow	LASTAPIS, Mathieu J., B.Sc.(ENS Paris), M.Sc., Ph.D.(Univ. Paris, Orsay)	01.04.2005	01.04.2006
Clinical Medicine	Research Fellow	DURCAN, Niamh, B.Sc.(NUI), Ph.D. (RCSI Dublin)	01.04.2005	30.04.2006
Computer Science	Research Fellow	TICHY, Milan, M.Sc. (TU Prague)	01.03.2005	11.03.2006
Economics	Lecturer	MARIUZZO, Franco, BA, PhD (Univ. of Venice), MA (International Centre for Econ. & Finance of Venice)	01.09.2005	30.08.2006
Economics	Lecturer	GRADEV, Todor, M.Sc. (MGIMO Univ.) (Moscow State Institute for International Relations)	01.09.2005	30.08.2006
English	Ireland Chair of Poetry	DURCAN, Paul Francis, BA (NUI)	01.10.2004	30.09.2007
IIIS	Visiting Fellow	FRANCOIS, Joseph F., B.A. M.A. (Univ. of Virginia), Ph.D. (Univ. of Maryland)	23.05.2005	23.09.2005
IIIS	Visiting Fellow	MC GREW, Anthony, B.Sc. Ph.D. (S'ton)	19.04.2005	10.07.2005
IIIS	Visiting Fellow	WINGENDER, John R., B.A., M.A. (Univ. of Nebraska at Omaha), Ph.D. (Univ. of Nebraska – Lincoln)	01.04.2005	31.05.2005
Irish School of Ecumenics	Research Fellow	RADFORD, Katy, BA, Ph.D. (Belf.)	01.07.2005	31.12.2006
Law School	Adjunct Professor	KEANE, Ronan, BA (NUI), Barrister-at-Law (King's Inn), Senior Counsel	01.10.2005	30.09.2010
Mechanical & Manufacturing Engineering	Research Fellow	O'DONOVAN, Tadhg, BA, BAI (Dubl.)	01.03.2005	30.09.2006
Mechanical & Manufacturing Engineering	Lecturer	O'DONNELL, Garret Edward, BSc (Eng) (Dubl), Cert. in Eng. (DIT Bolton Street)	01.08.2005	Indefinite Duration
Physics	Research Fellow	SAUGEY, Anthony, B.Eng. (Ecole Polytechnique), Ph.D. (Ecole Centrale of Lyon)	07.03.2005	06.09.2005
Physiology	Research Fellow	GRIFFIN, Rebecca, B.Sc., Ph.D. (NUI)	29.03.2005	29.03.2008

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Psychiatry	Clinical Tutor	AGBAHOVBE, Onome, MRCPsych Part 1 (RCPsych), MBBS (Ib.)	01.03.2005	01.03.2006
Public Health and Primary Care	Part-time Lecturer	FLYNN, Michael, MB, BCh, BAO, DCH (NUI), DRCOG, LFOM, MICGP	01.04.2005	31.03.2008
Public Health and Primary Care	Part-time Lecturer	MC SHANE, Jim, MB, BCh, BAO (LRCP+SI) DCH, DObs, DOH (NUI), LFOM-RCPI, MFSEM-RCSI, MRCGP, MICGP	01.04.2005	31.03.2008
Public Health and Primary Care	Lecturer	NI SHUILLEABHAIN, Aisling, MB, Bch, BAO, B Med Sc (NUI), MICGP, MRCPI	01.04.2005	29.02.2008
Public Health and Primary Care	Lecturer	Ó CUINNEAGAIN, Anne, B.Sc., M.Sc. (Dubl.)	01.04.2005	31.03.2008
Russian	Lecturer	KULACHKOVSKAYA, Natalia, BA (Baku)	01.10.2005	30.06.2006
TCIN/ Zoology	Research Fellow	HILLEBRAND, Jens, Diploma, Ph.D. (Univ. of Muenster)	04.04.2005	03.04.2007
TCIN/ Zoology	Research Fellow	KUMAR, Vimlesh B.Sc. (NE Hill), M.Sc. (J.Nehru U.), Ph.D. (Tata Inst. of Fundamental Research)	15.07.2005	14.07.2007
TCIN/Psychology	Visiting Academic	ROCHE, Richard, B.A., Ph.D., Dip. Stats (Dubl.)	01.03.2005	12.07.2006
Trinity Foundation	Visiting Professor	MITCHELL, Ralph, BA (Dubl.), MA, Ph.D. (Cornell Univ.)	01.04.2005	30.04.2006