

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 February 2013 at 11.15 am in the Board Room.

<i>Present</i>	Provost, Vice-Provost/Chief Academic Officer, Registrar, Senior Lecturer/Dean of Undergraduate Studies, Senior Tutor, Dean of Research, Dean of Arts, Humanities and Social Sciences, Professor E O'Dell, Professor M Junker-Kenny, Professor D Faas, Professor J Walsh, Professor A McNabola, Professor G Davey, Dean of Health Sciences, Professor S Smith, Professor J Nunn, Dr S Bloomfield, Ms D Jones, Dr A O'Gara, Professor J Ohlmeyer, Professor A Piesse, Mr D Ferrick, Ms S Leydon, Mr A McEwan, Ms J Spillane.
<i>Apologies</i>	Dean of Graduate Studies, Dean of Engineering, Mathematics and Science, Professor G Watson, Professor J P Labrador, Professor T Connor, Professor D Brennan, Mr E Tebay, Mr S Maguire, Chief Operating Officer.
<i>In attendance</i>	Acting Librarian, Secretary to the College, Academic Secretary, Ms O Sheehan.
<i>Observers</i>	Ms M Dee (GSU), Secretary to the Scholars (Mr T O'Connor).
<i>By invitation</i>	Director of Human Resources (for Actum CL/12-13/104)

SECTION A

CL/12-13/099 Minutes

Minutes of the meeting of 16 January 2013 were approved and signed.

CL/12-13/100 Matters Arising:

CL/12-13/077 As agreed, the IUA document 'Higher Education System Configuration Position Paper' had been circulated electronically to members of Council.

CL/12-13/078(i) The Senior Lecturer/Dean of Undergraduate Studies reported that since the last meeting of Council, the IUA Task Group on Reform of University Selection and Entry has met on another two occasions and has agreed to broaden its remit to include a wider range of issues.

CL/12-13/101 Provost's Report

- (i) The Provost reminded Council that, together with a group of College Officers, he will meet the HEA the following day to discuss the 'Landscape' process. The Provost will again take the opportunity to make the point that Trinity is

not a regional university; rather our mission is to deliver for Ireland on the world stage. He believes that the focus on developing technological universities has inhibited the development of pathways for students between universities and institutes of technology.

- (ii) The group of IUA Presidents is considering developing proposals on university governance for the Department of Education and Skills which would, it believes, give the degree of oversight the Department seeks without affecting the existing governance arrangements of individual universities. In response to a query from a Council member the Provost said he did not believe the Universities Amendment Bill was an agenda item for the HEA. While conscious of the need to remain vigilant he was reassured by the willingness on the part of the Department of Education and Skills to engage with the IUA and he noted that the Bill had not been prioritised by the Department.
- (iii) The Provost brought Council members' attention to the hard copy of the Mid-Term Review of the Strategic Plan, tabled. The Foreword sets the agenda for the period to the end of this Plan and the four priorities for completion - E-Strategy, the Global Relations Strategy, the Communication Strategy and START. He repeated his thanks to the Vice-Provost/Chief Academic Officer and all those who had contributed to production of the Mid-Term Review.

CL/12-13/102 Report on the Implementation of the Recommendations Arising from the IRIU Review

The Vice-Provost/Chief Academic Officer spoke to a memorandum, dated 4 February 2013, circulated with the papers. In September 2012 Council approved the membership of a Working Group (CL/12-13/007) to examine the recommendations of the IRIU institutional Review held during 2011/12 and to develop responses to those recommendations. College is required to report on progress to the QQI in March 2013. In her memorandum the Vice-Provost/Chief Academic Officer updated Council on the Working Group's work to date. The recommendations were divided into two phases. Phase 1 started last term and includes:

- (i) Overhaul of the student evaluation system to ensure that information on undergraduate programmes, as well as individual modules, is collected. The Dean of Arts, Humanities and Social Science is leading this project and a report will be brought to Council very shortly with the intention of implementing in 2013/14. The policy on student evaluation is being developed in the context of the HEA's National Student Engagement Survey which is being piloted this year.
- (ii) The Review Team recommended the establishment of a learning and teaching strategy and this recommendation is being dealt with as part of the Senior Lecturer/Dean of Undergraduate Studies' project to define what is meant by a 'Trinity Education'. The Senior Lecturer/Dean of Undergraduate Studies will bring a paper to Council later this term.
- (iii) Within College there are many mechanisms for gathering feedback but the Quality Committee's remit does not include examining results. A proposal on how to respond to the recommendation that the role of the Quality Committee be reviewed and to provide the opportunity for better oversight of quality assurance will be brought to Council before the end of term.

Other recommendations form a second phase of work which started this term and is expected to complete early next year. An important project will be development of a strategy which supports, promotes and rewards teaching

excellence and this will be part of a wider HR strategy as recommended by START.

In the following discussion the Dean of Students, who represents Trinity on the Plenary Group for the National Student Engagement Survey, recommended those interested to visit the website: <http://www.studentsurvey.ie>. She reported that the Plenary Group is clear that the purpose of the Survey is not to rank universities and that the agreed reporting information will make that impossible.

The Vice-President for Global Relations informed Council that the results of the International Student Barometer (ISB) survey, conducted earlier this academic year, have recently become available. While there were some improvements in some areas since the previous year's survey, respondents expressed dissatisfaction with the provision of accommodation, IT services, orientation and registration, academic provision especially the return of work. Positive responses related to the Trinity Experience, to clubs and societies and support services. While participants in the ISB are international students the issues raised relate to all students. The results ; those in a study of the first-year experience conducted for the Dean of Arts, Humanities and Social Sciences last term.

A Council member welcomed the intention outlined in the Vice-Provost/Chief Academic Officer's report to develop a policy on supporting teaching excellence and suggested that the MEd course and CAPSL may well have a role to play.

The Provost concluded the item and suggested that the surveys referred to in the discussion should be an agenda item for a future Council meeting.

CL/12-13/103 Procedure for Retention of Academic Staff

The Vice-Provost/Chief Academic Officer brought Council's attention to the proposal in the memorandum, dated 4 February 2013, circulated, to allow proactive consideration of cases for the retention of European Research Council awardees outside the annual promotion process. The current policy on retention of academic staff allows that, in exceptional circumstances, the Provost may convene the Senior Promotions Committee or its Personal Chairs Sub-Committee to consider cases where the candidate has received an offer from another comparable institution. ERC grants are highly prestigious competitive research awards awarded to excellent researchers across the full spectrum of disciplines. ERC award-holders are much sought after and obtaining such an award opens significant opportunities for career mobility for recipients. Amending the existing policy to include both those who have received an offer from another institution and those awarded an ERC grant allows College to act quickly to mitigate the real risk of losing high-class researchers to other institutions. In the discussion that followed the Vice-Provost/Chief Academic Officer agreed that, although it is likely that in most cases ERC awardees would be at senior grades, as the research awards are available to early career researchers the retention process should include the Junior Academic Progression Committee where appropriate. She emphasised that the normal promotion criteria apply for these candidates and consequently contribution to teaching is considered as part of the case for retention. Recognising the range of organisations, not just academic institutions, that compete for high-class researchers, Council agreed that the retention policy should refer to offers from other organisations rather than institutions. Council noted that the grades of staff referred to in the document have not been updated to reflect the new

titles. The amended policy on the retention of academic staff was approved, subject to the changes.

CL/12-13/104 Review of Academic Staff on Probation/Review of Academic Staff for Conversion to Established Posts

The Director of Human Resources attended for this item

The Vice-Provost/Chief Academic Officer introduced this item by reminding Council that in May 2012 the Human Resources Committee had approved a process for confirmation in post of academic staff, approved by Council through the Minutes of the HR Committee at its meeting on 13 June 2012 (CL/11-12/202). The HR Committee has now considered procedures for implementing the policy including revision of the probationary procedures. Arising from this two documents are now brought to Council by the Director of Human Resources, 4 January 2013, circulated.

Procedure 46 is an update of the existing policy on the review of academic staff on probation and provides for the inclusion of the head of discipline in the final review panel and introduces a one-year probation for senior academic staff. Procedure No 46AX deals with the confirmation of academic staff through conversion to permanent posts without the need for re-competition. While initially developed in the context of mainstreaming Ussher posts the HR Committee was cognisant of the need to deal with other contract posts in the same manner. Members of Council pointed out that the definition of research used in the document is not as full as that approved by Council in October 2010 when considering Research Quality Metrics (CL/10-11/032 (ii)). It was agreed that there should be consistency in such definitions and this later definition should be the one used.

A member of Council, who has served on the Junior Academic Promotions Committee (JAPC), expressed concern about the lack of a role for that committee in the probationary process and queried how parity of the process across the faculties can be monitored. It was argued that involving the Faculty Dean in probationary reviews allows for a closer interaction with Heads of School and heads of discipline about the candidates. The Faculty Dean plays a significant role in recruitment and by being involved in reviews can monitor the progress of the individual. The Vice-Provost/Chief Academic Officer emphasised that the JAPC continues to have a role in reviewing progression through the merit bar and in considering applications for accelerated advanced. Increasing the role of the Faculty Dean should not be seen as a first step in diluting its role as appeals against Final Review Panels (which will consider confirmation in post) are made to the JAPC.

A query was raised as to whether there is an inherent implication in the document that Research Assistant Professors will automatically transfer to the academic track on completion of their research appointment and the Director of Human Resources clarified that applies only in those cases where a commitment was made at the time of the appointment. The document will be amended to reflect this. Some members expressed concern that the contribution of teaching would not be part of the criteria for converting research appointments to permanent posts and it was confirmed that in considering such cases the same criteria (research, teaching, service to College, service to the discipline or community) as for promotion will be used. The suggestion that mandatory training in teaching should be required will be considered in the context of development of a policy on recognising teaching excellence (see CL/12-13/103 above).

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Council approved the Review of Academic Staff on Probation and the Review of Academic Staff for Conversion to Established Posts, 4 January 2013, subject to the two amendments requested.

CL/12-13/105 Policy on Trinity Research Institutes

The Dean of Research introduced the Policy on Trinity Research Institutes, 6 February 2013, circulated, previously discussed by the Research Committee (RS/12-13/37). The Dean highlighted three particular areas which the Policy addresses - (i) oversight and financial control; (ii) governance structures to be employed in TRIs, including the role of the Board; and (iii) specifying the expectations of the Director and procedures for appointment. Members of Council congratulated the Dean of Research on an excellent document which had been badly needed. It was noted that the document presumes TRIs are the sole occupants of particular sites. The TBSI shares a building with a School and the allocation of space between the two remains problematic and resolution awaits a space allocation policy. Other contributors to the discussion noted the expectation that researchers should contribute to teaching reflected College's shared mission in teaching and research. Appendix 3 deals with disciplinary procedures relating to academic directors of TRIs and the Dean of Research confirmed that the disciplinary procedures as they apply to academic staff (including the role of the Senior Dean) apply in the first instance. There was some discussion about whether the word 'conduct' or 'discipline' was the correct term in cases of non-performance of a role. It was suggested that the term PI should be included instead of the supervisor of research staff (3.1). The Dean of Research confirmed that the section on membership is consistent with the entitlements of Research Fellows. He explained that membership of TRIs may be extended to non-academic staff where the individuals have significant expertise which contributes to the mission of the TRI. Council approved the Policy on Trinity Research Institutes: Formation, Oversight, Operation and Financial Arrangements which will now be considered by the Finance Committee.

CL/12-13/106 Review of Research Ethics Policies in Trinity College: Current Policies and Recommendations for Future Development

The Associate Dean of Research attended for this item and spoke to the document, 6 February 2013, circulated. It provides a review of the policies and procedures currently in place and recommends how these policies may be enhanced. There are currently 12 Research Ethics Committees (REC) active across the three faculties, a combination of School and Faculty-based committees. The Associate Dean of Research recommends that a degree of flexibility in the formation of RECs should continue although there must be a clear route for approval for every research project, including those conducted by support units. Every School must have a policy on approving research ethics. If a REC is not available at School level there must be access either to another School's REC or to a Faculty-level REC. By the end of 2012/2013 each School must have a formal process in place and there should be clear visibility of that process on School and the Dean of Research's website. Training should be regularly provided for Chairs of RECs to ensure the RECs are fit for purpose and correspond with international best practice. College will maintain a Research Ethics Policy Committee (REPC) for dealing with complex research ethics issues. In responding to queries the Associate Dean of Research clarified that it is not proposed that a request for research ethics approval would move from a School REC to a Faculty REC and then to the REPC but rather that each committee would have

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authority to deal with specific levels of risk. Members of Council welcomed the clarity provided but stressed the need for clear criteria on the levels of research proposals particular RECs would deal with and requested that this be prioritised. The College Secretary emphasised the increasing demands in the area of research ethics approval and the need to ensure it is adequately resourced. Council approved the recommendations as set out and requested that they move towards implementation.

CL/12-13/107 Any Other Urgent Business

There were no such items.

SECTION B

CL/12-13/108 International Committee

Council approved the draft Minutes of 12 December 2012. The Vice-President for Global Relations informed Council that Trinity had been awarded five Government of Ireland Scholarships for postgraduate students from China, India and Brazil.

CL/12-13/109 Undergraduate Studies Committee

The Senior Lecturer/Dean of Undergraduate Studies informed Council that the Committee had considered retention on undergraduate programmes. Trinity will host a workshop on the issue of retention for the sector in May. At its next meeting the USC will give further consideration to providing flexible arrangements for sporting excellence and proposals will be brought to Council. Council approved the draft Minutes of the Undergraduate Studies Committee, 22 January 2013.

CL/12-13/110 Research Committee

The Dean of Research informed Council that the IUA has invited contributions to a policy on research integrity which is likely to be adopted by funding bodies. The Provost congratulated the Dean of Research on the Student Company Incubator project - Launchbox - whereby support is provided to student-led companies by alumni. Over 400 entries have been received. The draft Minutes of 22 January 2013 were approved by Council.

SECTION C

CL/12-13/111 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 16 January 2013 and noted by Board on 30 January 2013.

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

MD Diarmaid Moran; Sarah Elizabeth Mullins; Fardod O'Kelly.

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

PhD David Ulick Adley; Marcin Michal Baran; Arnab Bhattacharya; Michael John Brennan; Laura Caboni; Rebecca Coll; Niall Conlon; Mariateresa de Cesare; Sergey Dyakov; Benamin Elsner; Lisa Fallon; Donal Fitzsimons; Sive Patricia Geoghegan; James Bernard Gillespie; Claudia Guertler; Claire Margaret Hogan; Brendan Kelly; Victoria McAlister; Jason Marshall McCandless; Christine Rudolph; Mary Stafford; Tadhg Stapleton; Patrick Oliver Theiner; Graham Tynan; Alice Vajda; Stefano Verde.

MSc Triona Flavin; Aidan Lynch.

CL/12-13/112 School Directors - School of Religions, Theology and Ecumenics

The Council noted and approved the following nominations:

- (i) Director of Teaching and Learning (Undergraduate): Professor D Johannsen for Hilary and Trinity Terms 2013;
- (ii) Director of Teaching and Learning (Postgraduate): Professor A Pierce for three year from 1 January 2013 to 31 December 2015.

CL/12-13/113 Consolidated List of Teaching Assistants and Assistant Examiners including Demonstrators for 2012/13

The Council noted and approved a memorandum from the Senior Lecturer/Dean of Undergraduate Studies, dated 5 February 2013.

SECTION D

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

Signed

Date