

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 March 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 Graduate Studies, Dean of Arts, Humanities and Social Sciences, Professor E O'Dell, Professor M Junker-Kenny, Professor D Faas, Professor J Walsh, Professor G Watson, Professor A McNabola, Professor G Davey, Professor D Brennan, Professor S Smith, Professor J Nunn, Dr S Bloomfield, Ms D Jones, Dr A O'Gara, Professor A Piesse, Mr D Ferrick, Mr A McEwan, Ms J Spillane.
<i>Apologies</i>	Dean of Research, Dean of Engineering, Mathematics and Science, Professor J P Labrador, Dean of Health Sciences, Professor J Ohlmeyer, Ms S Leydon, Mr E Tebay, Mr S Maguire, Academic Secretary, Chief Operating Officer.
<i>In attendance</i>	Acting Librarian, Secretary to the College, Ms O Sheehan.
<i>Observers</i>	Ms M Dee (GSU), Secretary to the Scholars (Ms A P Worrall).

SECTION A

At the start of the meeting the incoming Secretary to the Scholars made the Statutory Declaration as provided for in the 2010 Consolidated Statutes.

Council recorded its sadness at the death of Professor Thomas Connor, a member of Council, representing the Faculty of Health Sciences, on 26 February 2013.

The Provost requested Council members to declare any potential conflict of interest they may have in relation to any issues on the Council agenda. No such conflicts were declared.

CL/12-13/120 Minutes

The Dean of the Faculty of Arts, Humanities and Social Sciences requested an amendment to Minute CL/12-13/102 to clarify that the results of the ISB mirror those of a study of the first-year experience conducted on his behalf rather than a survey he conducted.

CL/12-13/121 Matters Arising:

The Vice-Provost/Chief Academic Officer informed Council that the Director of HR had been added to the Search Committee for the Librarian and College Archivist (CL/12-13/118).

CL/12-13/122 Provost's Report

- (i) The Provost reported that College had its 'Landscape' meeting with the HEA on 14 February 2013. At that meeting the Provost had reiterated, once again, that Trinity is not a regional university, rather serves the whole country and represents Ireland internationally. He argued that the emphasis on the establishment of technological universities, particularly in Dublin, had precluded the initiation of discussions about student pathways which would be valuable both to the student body and the sector overall. At the meeting, as well as in our 'Landscape' document, the Provost pointed to the collaborative arrangements already in place especially in the Dublin region and noted that there may be benefits to clustering with institutions in the Dublin area where it is compatible with our strategy. He emphasised to the HEA that a high-level of governance of such clusters would not be acceptable. The Provost understands that the HEA will report to the Minister for Education and Skills at the end of March and that the Minister's decision on the future landscape of higher education is expected the following month. In response to a query from a Council member the Provost replied that he does not expect recommendations about the internal governance of universities to be part of the HEA's report to the Minister. Although the Minister has not prioritised earlier proposals for changes to university governance it would be prudent for us to examine our own governance arrangements. The Provost is satisfied that Council provides effective governance of academic affairs. The College Secretary advised Council that a sub-group of Board is examining the 2012 document on governance prepared jointly by the HEA/IUA to ensure that our internal structures mirror it. This work is almost complete and proposals will be brought to Board.
- (ii) The Provost informed Council that the IUA Task Group on Reform of University Selection and Entry, chaired by Professor Nolan of NUI Maynooth, is bringing forward proposals on the transition from second to third level and will shortly produce an interim report for the Minister for Education and Skills. The Senior Lecturer/Dean of Undergraduate Studies is Trinity's representative on the Task Group and he assured Council that this interim report will not go any further than the commitments endorsed by Council at its meeting in January (CL/12-13/078). It will address the proliferation of course codes, which it is argued heats up the points race, but allows for small-quota courses where academically appropriate. As an indication of our commitment, Council has already approved a reduction in the number of course codes within TSM (and some other joint honors courses) without changing the range of subject combinations available. The Task Group's interim report also identifies potential as well as academic ability as one of the criteria for university selection and Trinity has already initiated a feasibility study which recognises the importance of assessing potential (CL/12-13/027). The interim report does not commit to a specific timeframe to deliver these proposed changes. The Senior Lecturer/Dean of Undergraduate Studies undertook to keep Council informed of the Task Group's deliberations and any proposals which require discussion will be brought to Council.
- (iii) The Provost advised Council that College has been in extensive discussions with the Department of Education and Skills about the payment of an allowance to tutors in recognition of the extra duties they take on. Despite College's best efforts the Department has instructed College to cease

payment of an allowance for tutorship. Council noted that the Vice-Provost/Chief Academic Officer has been working with the Senior Tutor and four representatives of the tutors at varying stages in their academic careers to develop alternative mechanisms to recognise the contribution of tutors and to support them in the performance of their tutorial duties. A Tutorial Service Fund (TSF) has been established, to be administered by the Senior Tutor, which is accessible to all tutors and to the nine postgraduate advisors. The TSF will allow tutors and postgraduate advisors to access research materials, teaching support (with the agreement of the Head of School) or IT equipment. It is accepted that chamber size is too large and the intention is to recruit and appoint an additional 25 tutors to enable full chambers to be reduced to 80 students and half-chambers to be reduced to 40 students.

CL/12-13/123 Undergraduate Course Proposal: Bachelor in Science in Radiation Therapy in conjunction with the Singapore Institute of Technology

The Assistant Academic Secretary informed Council that as the report of the external assessor for this new course proposal has not yet been received this item will revert to the next Council meeting.

CL/12-13/124 Graduate Studies - Course for Validation - Master in Music in Performance

The Dean of Graduate Studies introduced her memorandum, dated 4 March 2013, circulated, seeking Council approval for a validated Master of Music - Performance course which arises from the acceptance of the Royal Irish Academy of Music as an Associated College. Students entering the programme in 2013/14 will have their degree conferred by the University of Dublin. This course was first established in 1996 with DCU as its accrediting body and has many distinguished alumni. It will facilitate strategic alignment between performance and existing provision in the department of Music and the Lir National Academy of Dramatic Art. The course provides a postgraduate qualification which ensures excellence in music performance, skills necessary for professional practice, and academic skills. Students have the option of choosing a dissertation, composition or music technology component, making an original contribution to research and practice in their chosen area. The course is delivered exclusively by staff from the Royal Irish Academy, is of two years duration and is the only one of its kind in the country. An Associated Colleges Degrees Committee - RIAM has been set up, chaired by the Registrar, with representatives from the RIAM and the School of Drama, Film and Music which will have oversight of quality assurance of this, and other, degree programmes. The Dean acknowledged the very positive engagement with the RIAM and the School of Drama, Film and Music in preparation of the document.

The Dean of Arts, Humanities and Social Sciences gave his strong support for this course which also has the support of the department of Music. It will provide important synergies and interactions with practitioners. The Dean of Students welcomed this new cohort of students and the enrichment they will bring to the College community and suggested that there should be further exploration of how they might benefit fully from a Trinity student experience. In response to a query the Dean of Graduate Studies clarified that Appendix 1 of the document refers to a survey conducted by the RIAM covering its own activities and services. At present the only College service the RIAM wishes to avail of for its students is the sports centre. As suggested by the Senior Tutor, the ACDC - RIAM will ensure the appeals process is

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equivalent to those in place for other students. The Acting Librarian noted that the Library can provide support for the course.

Council approved the course Master of Music - Performance strand for validation and noted that it will require a new degree award.

CL/12-13/125 National Student Survey

The Dean of Students spoke to a briefing note circulated with the papers. The National Student Survey, a HEA initiative in response to the National Strategy for Higher Education to 2030 recommendation to gather student feedback on engagement and satisfaction with higher education institutions, is running as a pilot during March 2013 in all third level universities and institutes of technology. All first year, final year undergraduate students and postgraduate taught students have been invited to take part both by e-mail and through a poster campaign. The website www.studentsurvey.ie gives more detail of the project. The Dean of Students is a member of the National Steering Group and asked Council members to encourage students to participate so that the results will reflect a representative sample of students. In response to a query the Dean of Students confirmed that it is not the intention that the results will be used to rank institutions and that the information will be handled in such a way as to make that impossible. It will be important to remain vigilant that ranking does not become a consequence of the National Student Survey. The intention is that this pilot will inform conduct of the first survey in March 2014. A final decision is to be made on how often the survey will be conducted - the current suggestion is every two years. Council noted the briefing note from the Dean of Students on the Irish National Student Survey Pilot.

CL/12-13/126 A Trinity Distance and Open Education Initiative

The Dean of Graduate Studies spoke to a discussion paper, 5 March 2013, circulated. At the request of the Provost a Taskforce, chaired by the Dean of Graduate Studies, was established to consider Trinity's future engagement with technology-enhanced and online education. This discussion paper reflects the Taskforce's deliberations, formulated after consultation with Schools, students and other stakeholders. It was also informed by discussions with providers of online education platforms and a visit to the University of Edinburgh which has recently launched its own Distance Education Initiative. In addition, the recent Online Higher Education Symposium hosted by College provided the opportunity to consult international experts. The Taskforce concluded that Trinity's current engagement with technology-enhanced learning was limited within the national and international contexts and therefore College is missing opportunities to support teaching and student learning, access new online markets and facilitate inter-institutional collaboration. In particular, three areas were identified:

- (i) Online content within existing courses - providing increased opportunities for blended learning in existing courses and more flexibility to facilitate other modes of engagement between students and teachers
- (ii) New online short courses/modules (with fee) - providing opportunities to deliver stand-alone accredited modules to a wider group, reaching new markets, probably for continuous professional development
- (iii) New online degree awards - meeting increased demand through provision of accredited postgraduate courses.

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There is scope too, to provide extramural courses online, although the financial basis for such provision requires close examination. From consultation with Schools, the Dean of Graduate Studies is aware that some are ready to develop online postgraduate provision. Staff from within the School of Histories and Humanities are interested in developing an open, online course on the History of Ireland which would be interdisciplinary, interactive and innovative and could act as a showcase for this new initiative. It is clear that a distance and open education initiative requires significant investment (i) in technology; (ii) in support for staff to engage in the required pedagogy and to free up their time; and (iii) to support student learning. The Taskforce makes four recommendations:

- (i) Recognising that such an initiative requires leadership that a new annual officer position, such as an Associate Dean, be created to progress the technology-enhanced and online education initiative
- (ii) That College expand its provision of online education to include the development of new high-quality courses, with fee, to enable more flexible modes of course delivery and to reach new markets
- (iii) That College expand its provision of online education to include the development of high quality open access courses as a public good and marketing opportunity
- (iv) That an implementation plan be developed which will consider all the issues required to deliver a distance and open education initiative.

In the discussion that followed:

- The need for a significant investment both in financial terms and in staff was repeatedly noted.
- It was suggested that the capabilities of the existing VLE - Blackboard - are not being fully utilised and that in many cases it is only been used as a repository for module materials. Some Schools have invested separately in Blackboard Collaborate and Community and have found them to be useful tools.
- It was suggested that College should not try to do too much too quickly in this arena and that perhaps providing blended learning in the postgraduate area should be the primary focus.
- It is timely that universities should look at different modes of delivery given the demographic changes that will impact on universities within the coming decades.
- An investment in this area, which supports academic staff in the core activity of teaching, may have the added benefit of boosting morale.
- There was some discussion on what could be distinctive about Trinity's provision in this arena, to ensure that we do not merely copy other institutions. It was agreed that it would be important to create a 'community' of learners who have access to research-informed academic expertise and that an appropriate orientation experience for online learners is as important as for students physically present on the campus.
- The experience of other international institutions who have provided free 'taster' MOOCs was pointed to.
- The School of Biochemistry and Immunology has developed an initiative in VLE, in conjunction with the NDLR. While its development was resource-heavy in terms of staff time it has resulted in a measurable improvement in student performance.

- There was some concern that development of this initiative would absorb resources from other areas.
- Even apart from the possibilities for increased income generation College has an obligation to assure the quality of student learning by engaging with new pedagogies.
- The Acting Librarian looks forward to the opportunity to discuss the implications of the content of a VLE on the Library.

In response the Dean of Graduate Studies agreed that the key issue is the appropriate investment in technology and academic support. She agreed that it would not be prudent to put resources into a whole catalogue of MOOCs. A business plan is being developed to support the initiative which may include partnership with an external provider. Any proposals for new online courses will be required to meet the same quality assurance standards of other courses and will be brought to Council in the normal way. The Dean of Graduate Studies was congratulated on her thorough discussion paper and Council's thanks conveyed to the Taskforce. Its recommendations were accepted and Council will be kept informed as the business plan for implementation is developed.

CL/12-13/127 Academic Workload Models

The Vice-Provost/Chief Academic Officer spoke to a memorandum, dated 28 February 2013, circulated. During Council's consideration of the quality review of the School of Physics (CL/12-13/028) the Vice-Provost/Chief Academic Officer undertook to keep Council informed of the development of academic workload models. As had been reported at that time, in Michaelmas Term 2011 a working group consisting of the Director of HR, Dean of Research, Dean of Arts, Humanities and Social Sciences and the Dean of Health Sciences was convened to develop a proposal for implementation of an academic workload model. It proposed core principles which were approved by Board through Planning Group Reports Nos. 6, 7 and 8 (29 February 2012, 27 June 2012 and 27 February 2013). The principles were considered by Faculty Executives and Heads of School and Schools were then invited to design models which reflect the full spectrum of activity in their own areas with School-agreed weightings. In January 2013 the Faculty Deans reported to the Planning Group that work is proceeding in all Schools on developing workload allocation models which will be implemented in 2013/14. The Vice-Provost/Chief Academic Officer emphasised that there will be no visibility at a central level of the details of each model. They are a planning tool for Heads of School to ensure equity and for School members to see their own contribution within a School context. A member of Council, while pleased that the workload models, were shaped by Schools, queried whether on occasion Heads of School would be directed to ensure strategic initiatives were supported within the models. The Vice-Provost/Chief Academic Officer did not see the two approaches as incompatible. If, for example, a School wished to support a strategic initiative such as online delivery, that support would be reflected in the workload allocation model. The Provost noted that in 2008-09 Council approved the policy whereby professorial staff had to be involved in freshman teaching and that this was now implemented at School-level.

Council noted the progress on implementing academic workload models.

CL-12-13/128 Any Other Urgent Business

The College Secretary drew Council's attention to tabled documents seeking approval for two search committees - (i) the Professor of Childhood Research and (ii) Professor of Sociology. Council approved the search committees, including the request from the Dean of Arts, Humanities and Social Sciences to add Professor Gilligan's name to the first. Professor Gilligan's name had been omitted in error.

SECTION B**CL/12-13/129 Graduate Studies Committee**

Council noted the draft Minutes of 21 February 2013.

CL/12-13/130 Undergraduate Studies Committee

The Senior Lecturer/Dean of Undergraduate Studies conveyed his apologies to Council that it had not been possible to present the course proposal for the Bachelor in Science in Radiation Therapy in conjunction with Singapore Institute of Technology to this meeting. He drew Council's attention to Minutes USC/12-13/047, 048 and 049. Minute USC/12-13/047 extends the existing waiver for the requirement to present a second language or mathematics for matriculation to a small number of applicants with sensory and communication disabilities provided that they are not necessary for the course. The USC accepted a proposal from the Director of the Disability Service to prioritise DARE offers to target groups of students with sensory and physical disabilities, groups currently under-represented both nationally and within College. The Dean of Students queried whether this change is contrary to advice given to prospective entrants for 2013/14. The Senior Lecturer/Dean of Undergraduate Studies undertook to investigate and report back to Council at its next meeting. The policy on sympathetic flexibility formalises existing practice for students engaged in high-level extra-curricular activities, provided that this does not clash with the academic requirements of their course. The Senior Lecturer/Dean of Undergraduate Studies informed Council that the Trinity Explore website is now live. Council noted the draft Minutes of the Meeting of the Undergraduate Studies Committee of 22 February 2013.

CL/12-13/131 Quality Committee

Council noted the draft Minutes of the meeting of 21 February 2013. In response to a query from the Senior Tutor it was confirmed that an earlier version of the report on retention had been considered by the Undergraduate Studies Committee and will also be discussed at Faculty Executive Committees.

CL/12-13/132 Research Committee

The Provost drew Council's attention to Minute RS/12-13/52 detailing the development of a College Innovation and Entrepreneurship Strategy on which Council will be invited to comment in due course. The draft Minutes of the Research Committee of 5 March 2013 were noted.

SECTION C

CL/12-13/133 Higher Degrees—Reports of Examiners - Higher Degrees by Research Alone
The Council noted and approved the reports of examiners on candidates for higher degrees, approved by the sub-committee of Board and Council on 13 February 2013 and noted by Board on 27 February 2013:

MD Sinead Cuffe.

PhD Ebrahim Al-Awadhi; Mirjam Alik; Maria Ines Amaro; Julie Bates; Nina Christina Berner; Elaine Boyle; Elaine Breen; Christopher Caughey; Christopher Collins; Robin Daly; Robert Field; Gillian Groszewski; Henrik Alf Hermansson; Róisín Hinds; Aaron Hurley; David Patrick Jameson; Jason Jenson; Adam Seamus Kavanagh; Maria Kolesnik; David Michael McCloskey; Andres Mori; Gillian Muirhead; Mairead Anne Murphy; Sophie Murray; Daniel Nevin; Brenda Elizabeth Novack; Aisling O’Donnell; Mary Elizabeth Velma O’Donoghue Greene; Jacqueline Michelle O’Reilly; Andrea Christina Schöpf; Dara Anne Stanley; Laura Truman; Fiona Wainwright.

MLitt Gary Keogh.

DEd Karin Ursula Bacon.

CL/12-13/134 Consolidated List of External Examiners for Undergraduate Programmes 2013/14
The Council noted and approved a memorandum from the Senior Lecturer/Dean of Undergraduate Studies, circulated, dated 6 March 2013.

CL/12-13/135 Supplementary 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, circulated, dated 6 March 2013.

CL/12-13/136 Graduate Studies Committee Business requiring Council Approval
The Council noted a memorandum from the Dean of Graduate Studies, circulated, dated 5 March 2013 and approved

- (i) A change of name of the M.Phil. in Film Theory and History (PTDM-FHIS-1F09) to the MPhil in Film Studies - Theory, History, Practice;
- (ii) The establishment of the Glynn Travel Bursary (following a bequest from the late Dr Tom Glynn) to support postgraduate students in their latter years of study to participate in international research conferences.

SECTION D

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

Signed

Date

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