



Incorporating any amendments approved at subsequent Council meetings

XX = Board relevance

**Trinity College Dublin
The University of Dublin**

A meeting of the University Council was held on Wednesday 28 November 2018 at 11.15am in the Board Room.

<i>Present</i>	Provost, Vice-Provost/Chief Academic Officer, Registrar, Dean of Graduate Studies, Dean of Research, Dean of Students, Vice President for Global Relations, Professor D Murchan, Professor S Alyn Stacey, Professor D Shepherd, Professor C Kelly, Dean of Engineering, Mathematics and Science, Professor S Murphy, Professor E O Nualláin, Professor R A Kenny, Professor A M Brady, Professor M Corry, Professor M Clarke, Professor A Long, Ms S Cameron-Coen, Ms A Connolly, Mr R Codd, Ms S A McCarthy, Mr G Falia, Mr S Murray.
<i>Apologies</i>	Senior Lecturer/Dean of Undergraduate Studies, Senior Tutor, Dean of Arts, Humanities and Social Sciences, Professor P Wyse Jackson, Professor C Gardiner, Dean of Health Sciences, Professor S Kerr, Ms N Hussaini.
<i>In attendance</i>	Academic Secretary, Secretary to the College, Librarian and College Archivist, Director of Student Services, Ms Eileen McEvoy.
<i>Observers</i>	Secretary to the Scholars (Ms S Donnelly), Ms F Ní Ghrálaigh.

SECTION A

The Provost welcomed everyone to the meeting and requested that Council members declare any potential conflicts of interest in relation to the agenda. The Secretary noted that the Dean of Graduate Studies declared an interest in item A.8, as he is a member of the School of Law. However, because he has had no involvement in the course being proposed, other than in his capacity as Dean of Graduate Studies, it was agreed that he would remain present for the discussion of that item. The Secretary also noted that three members of the Council (Professor M Corry, Professor M McCarron and Professor A M Brady) declared interest in item A.9, as they are members of the School of Nursing & Midwifery. He noted that Prof M McCarron had sent her apologies for the meeting but that usual practice is that, as Dean, she would make a brief statement on the review before absenting herself for the subsequent discussion. It was agreed that Prof A M Brady, as the Head of School, would follow this procedure. The Secretary noted that the Head of School had confirmed that Professor M Corry is not affected by the review, and, as such, it was agreed that she would remain in the meeting for the presentation and discussion of the review.

CL/18-19/048 Declaration
One new member (Ms F Ní Ghrálaigh, Observer from the Graduate Students' Union) made the required statutory declaration and was welcomed to the meeting. Professor A Long, Senate Representative, was welcomed to the meeting. As she was previously a member of the Council, she did not make the declaration again.

CL/18-19/049 Minutes
The minutes of the meeting of 17 October 2018 were approved and signed.

[Type here]

CL/18-19/050 Matters Arising

CL/18-19/033: The Dean of Graduate Studies responded to a query raised regarding the stand-alone module “Techniques and Strategies in Molecular Medicine”, which had been approved by the Graduate Studies Committee (GS/18-19/219). He explained that he had discussed with the Head of Postgraduate Teaching and Learning about the Council member’s concern regarding the potential for confusion due to having both a stand-alone module and an MSc with ‘molecular medicine’ in the title. It was concluded that confusion was unlikely as one is a bespoke PhD module focused on techniques and strategies, while the other is a full taught postgraduate course.

CL/18-19/035: The Dean of Students clarified that although the University had not received an invitation to present at a recent Oireachtas discussion on the topic of consent, the President of the Trinity Students’ Union was present, and Trinity was subsequently invited to provide a written submission to the Oireachtas, which it did.

CL/18-19/051 Provost’s Report

Noting the full agenda, the Provost stated that he would not provide a report at this meeting. In lieu of a report, he invited the Dean of Graduate Studies and the Dean of Research to update members on topics of relevance.

- (i) **Provost’s PHD Project Awards:** The Dean of Graduate Studies was invited to update members on the current status of the Provost’s PhD Project Awards. He reported that the committee had selected 40 applicants to receive the Award. He emphasised the excellent standard of applications and that those who were unsuccessful should know that this is not a negative reflection on their applications, but rather a positive reflection on the high standard of applications overall. Among the successful applicants (including joint applications), there were 17 from the Faculty of Engineering, Mathematics and Science, 16 from the Faculty of Arts, Humanities and Social Sciences and 9 from the Faculty of Health Sciences. The Dean of Graduate Studies explained that all applicants had been notified and the successful applicants were due to be announced on the Graduate Studies website later in the day.

The Dean of Graduate Studies thanked the Provost for his initiative in establishing the Awards and also voiced appreciation for the support received from Trinity Alumni and the Commercial Revenue Unit. The Provost echoed the appreciation of this support.

- (ii) **Funding from Science Foundation Ireland (SFI):** The Dean of Research was invited to update members on recent developments regarding SFI’s intentions with regard to funding for fundamental research. She explained that, as mentioned in a previous Council meeting, Trinity had attended a consultation day on SFI’s upcoming strategy and had voiced strong concern regarding recent relative decreases in funding allocated to principal-investigator research. The Dean of Research reported that, while SFI generally maintains a ratio of 50:50 over the long term in the funding they allocate to principal investigator versus research centres, recent funding has been largely focused on research centres. SFI has pledged to focus on individual researchers in 2019. However, based on indicative SFI budgets the funding could be in the region of €22 million. Although this will mean that Trinity receives less funding for such research than it has at times in the distant past, it will be an improvement on allocations in the more recent past. The Dean of Research stated that, while indications are that the call for more funding of fundamental research is being heard, Trinity intends to continue to advocate for this in the future.

The Provost added that he and the Dean of Research are scheduled to meet with the Minister for Business, Enterprise and Innovation to discuss this issue further and to highlight the importance of fundamental research to the overall innovation ecosystem.

CL/18-19/052 The Trinity Education Project (TEP)

The Director of the Academic Registry, Ms Leona Coady, and the TEP Timetabling Officer, Ms Mary McMahon, were welcomed to the meeting. The Vice Provost/Chief Academic Officer presented a proposal from the Senior Lecturer/Dean of Undergraduate Studies in relation to the introduction of a fixed lecture timetable for years 1 and 2 of the undergraduate programmes within the new Common Programme Architecture. It was explained that, as part of the final phase of the Trinity Education Project, the Logistics workstream has been tasked with bringing to Council recommendations for the new timetabling structure to enable the Common Architecture and the features of TEP, such as approved modules and Trinity Electives. The Vice Provost/Chief Academic Officer stated that the current timetabling structure lacks the flexibility required by the reformed curriculum, constrains teaching across disciplines, and requires that a new timetable be developed each year, which makes forward planning difficult. The key tenets of the new fixed lecture timetable were presented as follows:

- The new approach to timetabling will enable the shared curriculum within the Common Architecture; Trinity Electives; approved modules; uptake of new 2nd/3rd subject/s; entry to revised Joint Honors entry routes and existing joint entry combinations; future addition of new subject combinations; earlier publication of the timetable; improved efficiency of space usage.
- It applies to programmes with a shared curriculum within the new common programme architecture for years 1 and 2 only.
- It has been built in a structured way using subject pillars as the basis for timetable blocks. The assigning of subjects to pillars was based on previous student demand represented by the patterns of combinations in TSM, as well as pedagogical and strategic rationales. The pillars are constituted as follows: Pillar 1: Classical Civilisation, Drama Studies, French, History, Mathematics; Pillar 2: Ancient History & Archaeology, Economics, English, Italian, Music; Pillar 3: Film Studies, German, History of Art & Architecture, Jewish & Islamic Civilisations, Russian, Sociology; Pillar 4: Classical Languages, Geography, Modern Irish, Philosophy, Religion, Spanish.
- 10 hours per week (timeslots) will be allocated to each timetable block. A timetable block is assigned to each year of a subject pillar on a rotational basis. Compulsory modules for each pillar-subject will be scheduled centrally into the fixed timeslots.
- There are also non-pillar subjects within the shared curriculum: Classical Languages, Computer Science, Law, Political Science, Linguistics, Social Studies, Polish, and Statistics.
- Individual non-pillar subject modules have been assigned to unused gaps in timetable blocks. The structured timetable will thus naturally produce a range of possible Approved Modules and 2nd/3rd subjects for any given student.
- Trinity Electives will have dedicated timetable slots across required years.
- There will be centralised assignment of suitable rooms for the blocked timetable events in close consultation with Schools/programme offices. Non-core contact hours (e.g., small group tutorials, labs, etc.) will continue to be scheduled locally.
- Central timetabling of modules for core contact hours of the shared curriculum within the Common Architecture to be delivered in year 1 in 2019/20. Room allocation for these modules will also be conducted centrally. All teaching spaces will be made visible in CMIS. A protocol will be developed to ensure Schools retain priority for bookings in local rooms and for the release of unbooked spaces after an appropriate period of time.
- Where possible, staff or programme constraints for postgraduate teaching will be taken into account.

Incorporating any amendments approved at subsequent Council meetings

The Vice Provost/Chief Academic Officer explained that higher levels of optionality were required for Years 3 and 4 and this was currently being discussed. The intention is to roll out the new timetable structure on a phased basis: Junior Fresh in 2019/20, Senior Fresh in 2020/21, Junior Sophister in 2021/22 and Senior Sophister in 2022/23. Although it was acknowledged that running two timetable structures simultaneously, during the phasing in of the new structure, will be challenging, the Vice Provost/Chief Academic Officer voiced anticipation that the challenges can be overcome.

The Provost welcomed comments from members.

Responding to a query regarding how the sharing of modules across programmes and years will be accommodated, Ms McMahon explained that cross-programme sharing of modules is already happening, for example in Business, Economics and Social Studies. With regard to cross-year sharing, she explained that each year of a block in the rotational block timetable will have 10 hours allocated and, as such, there will be 20 hours across two years and the intention is to work with programme/subject teams to determine how best to timetable these across years, if needed.

Ms McMahon confirmed, in response to a member's query, that non-core hours will be scheduled locally and will therefore not be fixed. These hours will be scheduled annually.

A member stressed the need to ensure the mobility of students is taken into account when allocating teaching spaces, pointing out that the need to optimise space usage should be balanced with the need to allow each student enough time to move between classes. Ms McMahon responded that communication between central timetabling and Schools will be key to ensuring this.

Ms McMahon explained that extensive consultation has taken place with Schools over the past two years, with both the previous and current Senior Lecturer/Dean of Undergraduate Studies discussing issues at local level and dealing with queries as they have arisen.

Speaking to the timing of the timetabling activities and when it might be possible for taught postgraduate programmes to set their timetables, the Vice Provost stated that it is intended that once the undergraduate timetable is fixed, the taught postgraduate programmes can finalise their timetables. Ms McMahon added that a curriculum mapping exercise is due to be completed in mid-December and a provisional timetable will be finalised in the new year, followed by the preparation of a roadmap of timings.

The Academic Secretary drew members' attention to the minutes of the Undergraduate Studies (UGS) Committee that provide detail on the extensive conversation that took place regarding the new timetable structure in the last meeting. Many of the issues raised at Council were mirrored in the discussion at the UGS committee, in particular the importance of addressing concerns with respect to cross-year teaching, flexibility for staff timetables, the relationship between subjects in the common architecture and the science architecture, and the number of hours per week available to subjects. She noted the action, USC/18-19/027.2, that the Senior Lecturer/Dean of Undergraduate Studies undertook to work closely with schools to review outstanding issues with the proposed timetabling structure.

Incorporating any amendments approved at subsequent Council meetings

The Provost thanked the Vice Provost/Chief Academic Officer, Ms McMahon and all involved for their exceptional work to date in devising the new fixed lecture timetable and looked forward to seeing the new central, efficient structures realised.

Decision

CL/18-19/052.1: The Council approved the approach to the proposed fixed lecture timetable for years 1 and 2 of the undergraduate programmes within the new Common Programme Architecture.

The Director of the Academic Registry and the TEP Timetabling Officer left the meeting.

CL/18-19/053 Tangent Revised Business Plan

The Provost welcomed the Chief Innovation and Enterprise Officer, Dr Diarmuid O'Brien, to the meeting. Dr O'Brien presented to members on Tangent, Trinity's Ideas Workspace. He explained that, within the context of innovation drivers such as increasing numbers of startups, more disruption in the innovation sector, a trend towards employees moving jobs more frequently, and increased interest from companies in working with startups, universities worldwide have been endeavouring to foster innovation and entrepreneurship. Dr O'Brien informed members that, building on its significant history of excellence in innovation and entrepreneurship, Trinity has established Tangent, Trinity's Ideas Workspace. He provided members with an overview of developments regarding the new entity, which will prioritise identifying new opportunities (Imagine), the power of diversity (Collaborate), and having a positive impact on the world (Take Action). By May 2019, Tangent will be located on the first floor of the new Trinity Business School, and will include an ideation space, a maker space, a co-working space and a media room. Dr O'Brien explained that the new space will allow for a focus on entrepreneurship, engagement and education. The education aspect of Tangent will incorporate Trinity's Innovation Academy and its education provision will extend to students, alumni and other interested professionals. He explained that the ultimate aim of Tangent is thought leadership in innovation training and the key to realising this aim is to support people as they bring their ideas to fruition. Dr O'Brien gave examples of how this has happened in the past, citing Food Cloud, which was set up by Iseult Ward, a Trinity student, who was subsequently listed among Forbes top 30 under 30 and is now CEO of a business partnering with over 7,500 charities worldwide. He stated that, overall, €2 billion has been raised by Trinity students and alumni over the past ten years through innovation and entrepreneurship activities. Looking to the future, Dr O'Brien reported that by 2020, in line with the Trinity Tangent Innovation Strategy, it is anticipated that Tangent will have: supported student-led companies to raise €6 million in investment, mentored over 3,500 students on their new ideas for new ventures, partnered with 50 companies on innovation development, enabled 50 companies to be enabled or accelerated, led over 30 European innovation initiatives and have educated over 1,800 students on innovation methods and entrepreneurship processes.

The Provost thanked the Chief Innovation and Enterprise Officer and voiced appreciation for the support received for Tangent from Bank of Ireland. He welcomed questions and comments from members.

Responding to a request for information regarding the funding model of Tangent, Dr O'Brien reported that Tangent has a total budget of €2.5-3 million, which comes from a combination of sources, including Springboard, European funding, and sponsorship from Bank of Ireland. He added that Tangent's undergraduate and postgraduate education programmes are heavily subsidised through the funding generated. Dr O'Brien stated that Tangent is cost neutral for the next three years, including a €2 million initial contribution towards the Trinity Business School and an annual contribution to the Business School thereafter.

The Provost pointed out that the targets set by Tangent will be monitored by the Finance Committee. He added that Trinity enjoys a place as Ireland's national leader in innovation and, through Tangent, it will build on this within the international sphere in coming years.

Responding to a comment by the Dean of Students regarding the importance of ensuring students are aware of the activities and possibilities within Tangent from an early point in their studies, Dr O'Brien stated that Tangent has extensive outreach activities with students and these will be enhanced and supplemented in the coming years.

The Chief Innovation and Enterprise Officer left the meeting.

CL/18-19/054 Student Partnership Policy

The TCDSU Education Officer and the Vice Provost/Chief Academic Officer co-presented to the Council the proposed new iteration of the Student Partnership Policy for 2018/19, as per the circulated memorandum dated 20 November 2018. Providing context, the Vice Provost/Chief Operating Officer explained that the Student Partnership Policy, which was first approved by Council in 2016, is a living document which requires a yearly update, including the identification of a theme for the given academic year. The overarching theme identified for 2018-19 is "Transforming student engagement: enhancing participation in governance". It was noted that, in the context of this agreement, enhancing participation encompasses: participation in the governance of the Students' Union and the University, participation in teaching and learning and participation in the wider community. The phrase 'participation in' replaced the previous phrase 'engagement with' as this wording was considered more reflective of the active role students wished to play. The Education Officer stated that the Policy was informed by a review of the 2016/17 Policy. The review noted areas where targets had been met and others where improvement was needed, using a traffic light system. She further clarified that although the Irish Survey of Student Engagement was marked green, the results of the Survey suggest that it would be more suitable to mark it as either amber or red. Two other items marked as red (Strong performance in the annual TCDSU Strategic Plan Survey and the formation of a strategic plan specifically for the Graduate Students' Union) were explained by the items not having happened in the previous year.

The Provost thanked the Vice Provost/Chief Academic Officer and the Education Officer and commended the positive partnership the Policy represents.

Decision

CL/18-19/054.1: The revised Student Partnership Policy was approved.

CL/18-19/055 Irish Survey of Student Engagement

The Dean of Students presented findings from the participation of Trinity undergraduate and taught postgraduate students in the Irish Survey of Student Engagement (ISSE) in 2017/18, as per the circulated memorandum, dated 15 November 2018. He noted that the ISSE can be a useful internal tool to inform improvement strategies. The key presented findings were as follows:

- Looking across the nine indices in the ISSE and comparing Trinity to the national average score for each index, Trinity scored above average on higher order learning, reflective and integrative learning, and quantitative reasoning; just below average on learning strategies,

Incorporating any amendments approved at subsequent Council meetings

collaborative learning, student-faculty interaction; and well below average on effective teaching practice, quality of interaction, and supportive environment.

- Between-Faculty differences were evident, with each Faculty either matching, bringing up or bringing down the average Trinity score for each index.
- Looking at the level of individual questions, questions on feedback were shown to bring down the overall index score related to Effective Teaching Practice and the Faculty of Engineering, Mathematics and Science was seen to have less favourable scores across all questions in that index than other faculties.
- Similarly, questions on working with other students were shown to bring down the overall index score related to Collaborative Learning and the Arts Humanities and Social Sciences was seen to have less favourable scores than other faculties across all questions in that index.
- Comparing across year groups, there was a consistent upward trend from first year to final year in all indices except Supportive Environment. The index on Student-Faculty Interaction was very low for first years in all Faculties but it more than doubled for final year students.
- It was noted that the proportion of students who never 'used numerical information to examine real world problems' was 40% in the Faculty of Arts Humanities and Social Sciences, 33% in the Faculty of Engineering, Mathematics and Science, and 34% in the Faculty of Health Sciences. It was also noted that the proportion of students who never 'discussed their performance with academic staff' was 39% in the Faculty of Arts Humanities and Social Sciences, 57% in the Faculty of Engineering, Mathematics and Science, and 48% in the Faculty of Health Sciences.
- Overall, looking longitudinally, there has been a negative increase in the gap between Trinity and the national ISSE averages over time. Further, in areas where Trinity is above the ISSE average, the gap has been closing in recent years.

The Dean of Students highlighted the stance of the Quality Committee that, in the context of the new Trinity Graduate Attributes and Curriculum Principles, indices such as Collaborative Learning and Quantitative Reasoning are of critical importance for students, regardless of the immediate relevance to the skills of their individual programme of study.

The Dean of Students explained that each School had received a School-level ISSE report and that the Quality Committee had invited the Academic Secretary to bring a proposal to a future meeting on how the key areas of concern highlighted in the ISSE reports can be addressed. He explained that it was also intended to align questions/indices to specific TEP initiatives and the Trinity Graduate Attributes to enable longitudinal evaluation; identify College- and School-level initiatives; and capture Faculty/School/programme-level responses for feedback to students.

The Provost thanked the Dean of Students and commented that the results of the ISSE were disappointing from Trinity's perspective and, given that there is now a substantial dataset built over a number of years, the findings must cause unease and result in a proactive response. He welcomed questions and comments from members.

Responding to a comment from the Dean of Graduate Studies that because the ISSE is conducted among first year student early in second semester, students may not have had enough experience of the University to provide considered responses to the Survey, the Dean of Students pointed out that, even taking this into account, Trinity scored lower compared to scores from first year students in other institutions.

Incorporating any amendments approved at subsequent Council meetings

A student representative stated that although she was concerned by the results, she was not surprised. Regarding feedback, she commented that academic staff are often too busy with other work to find time to provide the timely feedback that underpins the Return of Coursework Policy. She suggested that there may be a general disconnect between institutional policy and local practice.

The Dean of the Faculty of Engineering, Mathematics and Science suggested that a number of ongoing developments, such as the Trinity Education Project and the new Science Curriculum, may positively impact on the ISSE responses over time so taking action before seeing the results of such initiatives may be precipitous. Another member added that the current ongoing efforts to enhance the assessment culture at Trinity may have a positive impact which will be seen in time. In response to a member suggesting that the open comments indicate that students need a more comprehensive induction to Trinity, the Dean of Students stated that the induction has been extended to become a 12-week programme and the positive effect of this is likely to be seen over time.

Following a comment that the ISSE response rate at Trinity is very low, the Dean of Students stated that the response rate is comparable to ISSE nationally. He also pointed out that, although some concerns may be addressed through ongoing efforts, such as the Trinity Education Project, there is a need to consider which issues are not being addressed through ongoing reforms and initiatives. He suggested that requesting reports back from Schools regarding how they are responding to the results may be a positive step.

A member stated that it would be good to ask students what response they would like to see to the Survey results. The Dean of Students suggested that the Staff-Student Liaison Committee may be a good place to discuss the results and hear students' views.

The Provost noted that, perhaps, given Trinity's identity as a research-intensive university and the expectation that academic staff maintain a high level of research productivity, the time and attention given to some teaching and learning functions may suffer. He added that there may be both structural and cultural issues underpinning the Survey findings and that more consideration is needed regarding how to respond. A member agreed that how academics are expected to apportion their time is an issue and she suggested that full implementation of the workload allocation model may also result in enhanced student experiences.

Decision/Actions

CL/18-19/055.1: The report of the ISSE Undergraduate and Postgraduate Taught Report was approved by the Council.

CL/18-19/055.2: Consideration will be given at a future meeting of Council as to how the longitudinal trends in the ISSE undergraduate and postgraduate taught surveys can be addressed with a view to optimising students' educational experience at Trinity.

CL/18-19/055.3: The findings from the postgraduate research ISSE pilot will be presented and discussed at the next meeting of Council.

CL/18-19/056 Postgraduate Course Proposal – MSc Law and Finance

The Dean of Graduate Studies recommended for members' consideration the establishment of an MSc Law and Finance, as per the circulated memorandum, dated 15 November 2018. He explained that the proposed course builds on the existing relationship between the Schools of Law and Business. It is the first proposal by Trinity Business School for an MSc offered in conjunction with another School in the University and is in keeping with the Trinity Business School's Strategic Plan. The course would be housed in the School of Law and would carry 90 ECTS credits in total; 30 credits for a research dissertation and 60 credits for taught modules comprising four mandatory modules worth 30 credits and elective modules worth also 30 credits (of which students choose either 10 Finance credits and 20 Law credits or 10 Law credits and 20 Finance credits). The Dean of Graduate Studies reported that an external review of this course proposal, received from Dr Alan Dignam, Professor of Corporate Law, University of London, was one of the most positive he had seen and affirmed the potential of the new course.

Decision

CL/18-19/056.1: The course proposal in Law and Finance (with exit award of P.Grad.Dip.) leading to a M.Sc. was approved for commencement in September 2019.

CL/18-19/057 Quality Review of the School of Nursing & Midwifery

It was agreed that this item would be postponed to the next meeting to ensure it is given adequate time.

CL/18-19/058 Any other urgent business

There was no other urgent business.

SECTION B**CL/18-19/059 Academic Appeals Committee**

The draft minutes of the meetings of 12 July 2018 and 14, 17, 18 and 19 September 2018 were noted and approved.

CL/18-19/060 Undergraduate Studies Committee

The Academic Secretary, on behalf of the Dean of Undergraduate Studies, drew members' attention to three items from the recent meeting of the Undergraduate Studies Committee:

USC/18-19/023: The Academic Secretary explained that the Undergraduate Studies Committee had approved and recommended to Council a proposal that, from Hilary Term 2019, all lecturers in Trinity should use Turnitin via Blackboard and move away from using Turnitin.com as standalone software. The proposal was considered by both the UGS and the Graduate Studies Committees and recommended to Council.

- (i) **USC/18-19/024:** The Academic Secretary drew Council's attention to the memorandum attached to the minutes of the USC committee from Ms Jennifer Pepper, Head of Operations/Deputy Director, Academic Registry and Mr Ronan Hudson, Global Relations, recommending revision to the language requirements for undergraduate admissions. She noted two issues (i) on the assessment of non-Leaving Certificate, or equivalent, language qualifications for course specific language requirements, e.g. European Studies, Joint Honors with a Language. Such qualifications include, Advanced Placement, SAT2, Syracuse University Project Advance (SUPA), Language Certificate Programme (BYU), and Irish Sign Language: and (ii) matriculation requirements affecting admission to all undergraduate full-degree

Incorporating any amendments approved at subsequent Council meetings

programmes for non-EU applicants. With respect to (i) it was proposed to involve staff in relevant language departments in the assessment and benchmarking of the qualification with a view to making a recommendation to the Senior Lecturer/Dean of Undergraduate Studies for approval by the USC and Council. With respect to (ii) it was recommended that non-EU applicants be granted exemption from having to present a second language in cases where a non-EU applicant is required to present an English Language Proficiency Qualification such as IELTS, TOEFL or the PTE Academic.

The proposal was considered by the UGS Committee and recommended to Council.

The Provost welcomed questions and comments.

A member voiced concern regarding some perceived ambiguities within the wording of the proposed changes to the admissions procedures for non-EU applicants regarding language requirements and matriculation requirements. She requested that the School of Languages, Literatures and Cultural Studies, which was not consulted on this proposal, be given time to consider the wording further and provide related feedback. The Provost emphasised that the School had an opportunity to provide input into the proposals through its representative on the Undergraduate Studies Committee and that this was the formal channel for such input. He agreed, however, that, if members were amenable, the proposal would be brought to Council at its next meeting, after the School of Languages has been given another opportunity to provide input.

- (ii) **USC/18-19/025:** The Academic Secretary explained that both the Senior Lecturer/Dean of Undergraduate Studies and the Dean of Graduate Studies and their respective committees have considered and recommend changes to the presentation of information in the Calendar Parts II and III.

Part II of the Calendar has been revised in light of changes related to the Trinity Education Project, including the new Common Architecture and new progression and awards regulations. She noted that a Programme Handbook Policy had been introduced in June 2018 and that this included an extensive list of content that must be included in undergraduate and postgraduate course handbooks. Undergraduate Studies and the Graduate Studies Committees have agreed that, given the significant overlap between the programme-related content in the Calendar Parts II and Part III and the content of handbooks, that information in the Calendar should be significantly pared back.

It was agreed that a brief overview of each programme and information on regulations and awards should be provided but details on modules and assessment should be removed. In most cases, programme regulations will be covered by the General Regulations and specific regulations for undergraduate courses will only be required in the few instances where there are deviations. Focus will also be given to ensuring that the language used across the various programme entries is more consistent. Further, it was agreed that a system for archiving handbooks will need to be put in place, and a review of the implementation of the new Handbook Policy should be undertaken.

- (iii) **USC/18-19/026:** The Undergraduate Studies Committee approved and recommended to the University Council five proposed new Trinity Electives, namely: Cancer; The Patient Journey; Irish Landscapes; Interdisciplinary Perspectives; Travel and Navigation in English Literature; Energy in the 21st Century; Language and Contemporary Culture.

Decisions

CL/18-19/060.1: The Council approved a proposal that, from Hilary Term 2019, all lecturers in Trinity should use Turnitin via Blackboard and move away from using Turnitin.com as standalone software.

Incorporating any amendments approved at subsequent Council meetings

CL/18-19/060.2: A decision regarding approval of proposed changes to the admissions procedures for non-EU applicants regarding language requirements was deferred to the next Council meeting, when the School of Languages, Literatures and Cultural Studies had an opportunity to provide feedback to the proposers.

CL/18-19/060.3: The Council approved the proposed changes to Part II and Part III of the Calendar, effective from the 2019-20 academic year.

CL/18-19/060.4: The Council noted the five proposed new Trinity Electives.

The draft minutes of the USC meeting of 13 November 2018 were noted and approved.

CL/18-19/061 Graduate Studies Committee

The Dean of Graduate Studies noted a number of items that had been discussed at the recent Undergraduate Studies Committee:

- (i) **GS/18-19/231:** The Graduate Studies (GS) Committee recommended that a January start date be implemented on SITS for entry from January 2019 onwards to facilitate those postgraduate students in receipt of grants from the Irish Research Council, which has moved its funding start date to January of each year.
- (ii) **GS/18-19/232:** The Dean of Graduate Studies reported that the Working Group on PhD by Publication had made proposals to the Graduate Studies Committee regarding what provision should be made for situations where part of the PhD thesis involves paper/s that have been jointly authored and in particular whether Trinity should only permit PhDs where the candidate has been the main or lead author of published papers, thus ruling out the inclusion of papers that were published collaboratively or papers that had been authored jointly or collaboratively but had not yet been published. The Dean of Graduate Studies recommended the proposals, which have been approved by the Graduate Studies Committee, to members. The Provost, in response, suggested that more time was needed to allow members to consider and discuss the proposals and that this discussion should therefore be deferred to the next meeting of the Council.

Decisions/Action

CL/18-19/061.1: The Council approved the recommendation that a January start date be implemented on SITS for entry from January 2019 onwards to facilitate those postgraduate students in receipt of grants from the Irish Research Council.

CL/18-19/061.2: A discussion on the approval of proposals regarding authorship requirements in PhDs by publication was postponed to the next meeting of the Council. The Dean of Graduate Studies will circulate a memorandum regarding proposed authorship requirements in PhDs by publication ahead of the next meeting of the Council.

The draft minutes of the GS meeting of 1 November 2018 were noted and approved.

CL/18-19/062 Human Resources Committee

The draft minutes of the meeting of 18 October 2018 were noted and approved.

CL/18-19/063 Quality Committee

The Vice-Provost/Chief Academic Officer drew the attention of members to item QC/18-19/014, which pertained to the approval by the Quality Committee of a new Quality Policy Statement, which was developed in response to Standard 1.1 of the Standards and Guidelines for Quality Assurance in the European Higher Education Area. The Standard states that 'Institutions should have a policy for quality assurance that is made public and forms part of their strategic management'. The Policy Statement is designed as a public statement of Trinity's commitment to quality in all of its activities.

Incorporating any amendments approved at subsequent Council meetings

Decision

CL/18-19/063: The Council approved the proposed Quality Policy Statement.

The draft minutes of the meeting of 15 November 2018 were noted and approved.

CL/18-19/064 Research Committee

The draft minutes of the meetings of 15 May and 16 October 2018 were noted and approved.

CL/18-19/065 Student Life Committee

The Dean of Students informed members that a number of working groups have been established and it is anticipated that another group will be established focused on the experience of postgraduate students at Trinity.

The draft minutes of the meeting of 9 October 2018 were noted and approved.

CL/18-19/066 Library and Information Policy Committee

The Librarian and College Archivist noted the introduction of simpler and more generous library borrowing entitlements, which had received broad welcome from the University community. She also encouraged members to attend the exhibition at the British Museum: Anglo-Saxon Kingdoms: Art, Word, War, a landmark international exhibition of early medieval manuscripts and other objects, to which Trinity has loaned the Book of Durrow.

The draft minutes of the meeting of 28 May 2018 were noted and approved.

SECTION C**CL/18-19/067 Membership of the University Council**

To **note** the membership of the University Council, as follows:

(i) Resignation of Ms Aishwarya Vishwanathan as Observer;

To **note and approve** the membership of the University Council, as follows:

(ii) Research Staff (2018-2020): Dr Sarah Kerr;

(iii) Senate (2018-2022): Prof. Aideen Long;

(iv) Graduate Students' Union (Observer) (2018-19): Ms Fiana Ní Ghrálaigh.

CL/18-19/068 Academic Appeals Committees – Membership

To **note and approve** the Memorandum from the Senior Tutor dated 20 November 2018.

CL/18-19/069 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 17 October 2018 and noted by Board on 21 November 2018.

(i) Professional Higher Degrees by Research Alone

M.D Hari Kasaba Srinivasaiah.

(ii) Higher Degrees by Research Alone

PhD Sara Battaglioli; Laura Brophy; Romain Claveau; Iseult Anna Cremen; Clive Curley; Elis Czerniak; Cliona Mary Hannon; James Joseph Holohan; Yuyun Huang; Aoife Mairead Kearney; Isabel May Kennedy; Carmen Klaussner; Sile Li; Shirley Markley; Alison Lindsey Moore; Hazel Maria Ní Chonchubhair; Shauna Quinn; James Patrick Rooney; Alicia Salamanca; Mohammed Ali Muhsin Younis Selo; Vigneshwaran

Swaminathan; Gregory John Tierney; Yannick Timmer; Vasiliki Theofilopoulou.

D.CH. Dent. Areej Yousif Abbas Alqadi; Daphne Halley; Robert Weld-Moore.

MSc Gillian McDermott.

CL/18-19/070 School Directors

To **note and approve** the nomination of Professor Biswajit Basu as Director of Postgraduate Teaching and Learning, School of Engineering, from 8 November 2018 to 30 June 2019.

CL/18-19/071 Head of Discipline

To **note and approve** the following nominations in the School of Computer Science and Statistics:

- (i) nomination of Professor David Lewis as Head of Discipline of Artificial Intelligence, for a term of three years to the end of the academic year 2020/2021;
- (ii) nomination of Professor Aljoša Smolić as Head of Discipline of Graphics and Vision, for a term of three years to the end of the academic year 2020/2021;
- (iii) nomination of Professor Siobhán Clarke as Head of Discipline of Networks and Distributed Systems, for a term of three years to the end of the academic year 2020/2021;
- (iv) nomination of Professor David Gregg as Head of Discipline of Software and Systems, for a term of three years to the end of the academic year 2020/2021;
- (v) nomination of Professor Simon Wilson as Head of Discipline of Statistics and Information Systems, for a term of three years to the end of the academic year 2020/2021.

SECTION D

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

Signed

Date