



Finance Committee 2014/2015
Meeting to be held in the Provost's Library
Friday, 19 December 2014, at 2.30 p.m.

A G E N D A

Apologies

Minutes of meeting of 4 December 2014

Enclosure

Matters arising from the Minutes

Section A – Policy/Implementation

A1. Policy, Practice and Regulations on Intellectual Property

The Dean of Research will attend for this item

Paper from the Dean of Research and Technology Transfer Manager

Enclosure

Section B – Oversight and Advisory

B1. Trinity Long Room Hub (TLRH)

(Minute FN/13 - 14/112 of 12.06.2014 refers)

The Director and Institute Manager of TLRH will attend for this item

Memorandum from the Director of TLRH dated December 2014

Enclosure

B2. Science Gallery

(Minute FN/13 - 14/90 of 15.05.2014 refers)

The Interim Director and the Operations Manager of the Science Gallery will attend for this item

Memorandum from the Interim Director of the Science Gallery dated 08.12.2014

Enclosure

B3. Singapore Institute of Technology Planned Expansion of Programmes

The SIT Academic Director will attend for this item

Memorandum from the SIT Academic Director and Financial Planning Manager dated 12.12.2014

Enclosure

B4. Financial Information Systems (FIS) Project Update

(Minute FN/14-15/8 of 22.09.2014 refers)

The FIS Project Manager will attend for this item.

Memorandum from the FIS Project Manager dated 12.12.2014

Enclosure

B5. EU postgraduate fee increase of 3% for the academic year 2015/16

Memorandum from the Financial Planning Manager dated 12.12.2014

Enclosure

B6. Quarterly Accounts to 30.09.2014

Memorandum from the Financial Resources Manager, Interim Research Accounting Manager and Financial Planning Manager dated 12.12.2014

Enclosure

B7. Summary Update to Financial Forecasts 2014/15 to 2019/20

Memorandum from the Senior ABC/FECP Accountant dated 12.12.2014

Enclosure

- B8. FSD Risk Assessment December 2014**
(Minute FN/13 - 14/121 of 12.06.2014 refers)
Memorandum from the Financial Planning Manager dated 12.12.2014 Enclosure

Section C – Items for Noting

Committee Members are requested to inform the CFO by 5.00p.m. on the day prior to the meeting if they wish to discuss any of the following items. If not, the Chairperson will propose that they be noted and, where appropriate, that action proposed or reported be approved as presented.

- C1. Analysis of Income and Expenditure of Research Accounts for 2013/14 (Extract from the Research Section of the Green Book)**
Memorandum from the Interim Research Accounting Manager dated 12.12.2014 Enclosure
- C2. Control Exception Report**
Memorandum from the Finance Operations Manager dated November 2014 Enclosure
- C3. Treasury Management Update**
Memorandum from the Financial Planning Manager dated 12.12.2014 Enclosure
- C4. Financial Services Division Annual Report 2013/14**
Memorandum from the CFO dated 12.12.2014 Enclosure
- C5. Provost's Expenses**
Memorandum from the Secretary to the College dated 9.12.2014 Enclosure
- C6. Capitation Committee Annual Report**
Memorandum from the Senior Dean dated 10.12.2014 Enclosure
- C7. 2014/15 SFI and EI OIP Allocations**
Memorandum from Interim Research Accounting Manager dated 12.12.2014 Enclosure
- C8. Finance Committee Self-Evaluation Process 2013/14 - Outcomes**
(Minute FN/14 - 15/38 of 20.11.2014 refers)
Memorandum for the CFO dated 12.12.2014 Enclosure

Any Other Business

Date of Next Meeting: **Wednesday** 4th February 2014

COMMITTEE MEMBERSHIP

Members

Provost, (*Chair*)

Bursar

Vice Provost-Chief Academic Officer

Interim Chief Operating Officer

Registrar

Prof. P. Coxon

President Students Union

Dean of Arts, Humanities & Social Sciences

Mr. J. Gorringe

Ms. C. Curtis

Chief Financial Officer, *Secretary*

Deputy CFO in attendance