

**UNIVERSITY OF DUBLIN
TRINITY COLLEGE**

PERSONNEL AND APPOINTMENTS COMMITTEE

Meeting: 22 January 2007 – 10.30am Board Room, Provost House

A G E N D A

		DECISION		
SECTION A		Y	N	D
A1	Minutes of Meetings of 19 December 2006			
A2	Matters Arising			
	A2.1 Part-time Lecturers			
	A2.2 Revised Probationary Procedures for Academic Staff			
	A2.3 School of Medicine – Lecturer in Immunology			
	A2.4 Faculty of Science – Executive Officer			
	A2.5 Annual Report and Accounts – KPMK Management Letter			
A3	Staff Appointments (Emergency Fund Posts)			
	A3.1 Graduate Studies Office – Senior Executive Officer			
	A3.2 Treasurer's Office – Executive Officer (2 posts)			
	A3.3 Obstetrics & Gynaecology – Senior Experimental Officer (half-time)			
A4	Staff Appointments (Cista Communis Funded Posts)			
	A4.1 School of Medicine Strategic Plans 2006/07 and 2007/08 (circulated at earlier meeting). Further detailed statistical information attached			
	A4.2 Biochemistry & Immunology – Transfer Lecturer position to permanent post from contract of indefinite duration			
	A4.3 Transfer from fixed term contract to indefinite duration contract (i) Clinical Speech & Language Studies – Lecturer (part-time) (ii) Germanic Studies – Part-time Lecturer			
	A4.4 Director of Buildings (i) Security Officer (ii) Fire Safety Officer (Admin 3/2) (iii) Executive Officer (iv) General Operatives (2 posts – Carpenter and Electrician) (v) Groundstaff (SJH)			
	A4.5 Economics – Lecturer			
	A4.6 Library – Library Assistant (2 posts)			
	A4.7 Staff Office - Staff Relations Manager (to follow)			
A5	Staff Policies			
	A5.1 Library – filling of consequential posts at Libary Assistant and Library Guard grade (deferred from meeting of 19 Dec 06)			
	A5.2 PAC – Terms to Reference (deferred from meeting of 19 Dec 06)			

A5.1	Leave of Absence/Career Breaks/Nominations for Appointment:				
	A5.1.1	Leave of Absence: Professor Cecily Begley, Nursing & Midwifery			
	A5.1.2	Unpaid Leave of Absence: Sinead Cunningham, Library			
	A5.1.3	Nomination for Appointment: Visiting Professor - Professor Louise Fitzgerald, School of Business			
SECTION C					
C1	Staff Appointments (Self-Financing Posts)				
	C1.1	Medicine (Psychiatry) - Executive Officer			
	C1.2	Library – Library Assistant			
	C1.3	Pharmacology & Therapeutics – Lecturer/Registrar			
	C1.4	Computer Science & Statistics – Executive Officer			
D1	Strategic Plans				
	D1.1	Nursing & Midwifery (i) Clinical Tutors (9 posts) (ii) Lecturer/Senior Lecturer in Intellectual Disabilities (4 posts) (iii) Admin 2 (Event Organiser) (iv) Admin 2 (2 posts) (v) Executive Officer (3 posts) (vi) Admin 2/3 (Assistant Allocations Officer) (vii) Admin 3/2 (Timetabling)			
	D1.2	Irish – Lecturer in Irish Studies			
E1	Strategic Innovation Funded Posts				
	E1.1	(i) Senior Lecturer's Area (Admin 2/1) (ii) Senior Lecturer's Area (Admin 3/2) (iii) Graduate Studies Office (Admin 2/1) (iv) Staff Office (Admin 2/1 – 3 posts)			
E2	Any Other Business				
E3	Date of Next Meeting –Wednesday, 7 February, 10.30 Board Room, Provost House				

Patricia Daly
Acting Secretary to Personnel and Appointments Committee