

The University of Dublin

Trinity College

Minutes of Student Services Committee Meeting, 16th September 2008

Present Dr Amanda Piesse (Chair), Dr D McGrath (Secretary), Dean of Students (Dr G Whyte); Acting College Secretary (Ms A FitzGerald); Deputy Treasurer's Representative (Janet Byrne), Senior Tutor (Dr M O'Regan), SU Welfare Officer (Ms O Foley), GSU President (Mr R Hodson), Dr E MacCarthaigh, Disability Co-ordinator (Mr. D Treanor),

Apologies Vice-Provost (CAO) (Prof P Prendergast), Prof S Matterson, Deans' Representative (Prof. C. O'Sullivan)

In attendance Ms G Conroy; Mr C Reilly.

SECTION A

SS/08-09/1 Minutes The Minutes of the meeting held on 8th July 2008 were approved, and signed.

SS/08-09/2 Matters Arising from the Minutes Matters arising from the Minutes were discussed and are recorded below, (see Minutes **SS/08-09/3**, **SS/08-09/4**, **SS/08-09/5**, **SS/08-09/6**).

SS/08-09/3 Statutes Dr Piesse requires a further meeting with Mr Eoin O'Dell.

SS/08-09/4 Meetings with the Chief Operating Officer and matters arising therefrom. Two meetings between the directors of student services and the COO had taken place. After his report has been presented to Board and Council, the Dean of Students intends to contact each Faculty with a view to meeting with faculty executives to discuss issues relating to student services. The Trinity Experience Forum questionnaire was on the point of being finalised. A civic engagement officer would shortly be appointed to manage Volunteering.

SS/08-09/5 Issues for next year
Post-graduate tutorial service: the new appointee commences in the post on 29th September.
College Day Nursery: the nursery was in the process of being reviewed by Rita Melia, with the report containing formal recommendations on structures pending. Following receipt of the report, a review of demand requirements and expansion needs would be undertaken.
Funding: the HEA had been informed by the DES that a reduction, corresponding to 75% of the increased revenue generated by the increase of €75 agreed by the DES in the student registration charge, would be made in the 2008 block grant.

SS/08-09/6 Student Services Committee Annual Report The committee approved the draft report. A template for services' financial reporting would be devised for feeding into the annual report. Services' annual reports must be submitted by end November. The COO had requested that reports be submitted to him first and a consolidated report forwarded to SSC. The Acting Secretary undertook to seek from the COO a schedule for these reports. The consolidated Student Services Annual Report would then be submitted to Board. The Chair would present the Annual Report to Council on 8th October, and to Board on 22nd October.

SS/08-09/7 Luce Hall Development A meeting of the Luce Hall Development Committee was scheduled to take place next week, with more frequent

meetings planned for the coming year. No decisions on final accommodation in the redeveloped Luce Hall had been reached. Relocation of Animal Research Unit continued to be investigated by the Director of Buildings. The redevelopment of Luce Hall would be prioritised in the new College Strategic Plan.

SS/08-09/8 Student Services Strategic Planning The facilitator of the planning meetings would meet with the plenary group on 20th October. The Chair undertook to raise awareness at Board of the Student Services Strategic Plan in the context of the new College Strategic Plan.

SS/08-09/9 Schedule of Student Services Committee meetings for 2008-2009 Ms Conroy undertook to draw up a schedule of meetings for 2008-09, meetings to be held on the Tuesday week prior to Council, and circulate to the Committee.

SS/08-09/10 Any other Business There was no other urgent business.

SECTION B

There were no items in this section

SECTION C

There were no items in this section

Signed:.....

Date:.....