

The University of Dublin

Trinity College

Minutes of the Student Life Committee

8<sup>th</sup> January, 2014

**Present:** Prof. Amanda Piesse (Dean of Students (Chair)), Ms Janet Byrne (Financial Services Division), Mr Graham Daniels (Director of Accommodation and Catering), Ms Alison Doyle (on behalf of Mr Declan Treanor, Disability Service), Dr Erika Doyle (Global Officer Co-ordinator), Ms Deirdre Flynn (Director, Student Counselling Service), Mr Seán Gannon (Director, Careers Advisory Service), Mr Stephen Garry (SU Welfare Officer), Mr Ryan Kenny (GSU President), Dr Claire Laudet (Senior Tutor), Mr Tom Lenihan (President TCDSU), Mr John Murphy (Director, Information Systems Services), Mr Trevor Peare (Keeper of Readers' Services, Library), Ms Sarah Smith (GSU Vice President), Prof Emma Stokes (Registrar of Chambers), Mrs Michelle Tanner (Head of Sports and Recreation), Mr Conor Traynor (Vice Chair DUCAC).

**Apologies:** Ms Aoife Cox (Manager, Day Nursery & Crèche), Fr Peter Sexton (Convenor, Chaplaincy), Dr David McGrath (Director, College Health Service), Mr Donal McKeating (Chair, CSC), Mr PJ Moloney (Chair, Publications Committee), Mr Brendan Tangney (Warden, Trinity Hall) Ms Leona Coady (Academic Registry)

**Present:** Ms Simone Cameron-Coen (Minutes)

Section A

**SLC/13-14/30 Minutes**

Ms Erika Doyle asked that a clarification be made to minute SLC/13-14/24 paragraph 4, line 1, so that it now reads 'Ms Coady alerted the committee to the development of the 'Study in Trinity' website, a joint project between the Admissions Office and the Global Relations Office, which incorporates many of the elements of the student experience.' The minutes of the meeting of 27<sup>th</sup> November, 2013 were otherwise approved.

**SLC/13-14/31 Matters Arising**

Matters arising from the minutes of 27<sup>th</sup> November, 2013 were discussed and are recorded below as items (SLC/13-14/32/33/34/35/36).

**(SLC/13-14/32) Strategic Planning 2014-2019**

The Dean updated the committee about the town hall meeting which was held on 9<sup>th</sup> December. Five key challenges (reputation; growth; technology; education; finance) will be encapsulated in four pillars (education; research and innovation; student experience; public engagement). The VP/CAO has asked that this committee have a full discussion of the proposals for the student experience chapter during the meeting of 5<sup>th</sup> March.

**(SLC/13-14/33) New Fees Protocol**

A meeting to discuss the protocol has been arranged for later in the week.

**(SLC/13-14/34) Study in Trinity Website**

The Senior Lecturer had requested comment on the site. The Dean asked that the members of the committee look at the site and send any comments directly to her or to Ms Cameron-Coen as soon as possible. The Senior Tutor had some concerns on changes and maintenance. The Dean assured her that the site had general information and links to the specific services' websites. The Dean also suggested a member of SLC should participate directly in the development of the Study in Trinity site.

**(SLC/13-14/35) Irish Survey of Student Engagement**

The Communications Officer of the SU, the Academic Secretary and the Dean of Students had attended the national launch for the survey in mid-December. An internal steering group to oversee the 2014 TCD roll-out will convene shortly. The Trinity dates for the survey s are 17<sup>th</sup> February -7<sup>th</sup> March in line with discussion had at this committee. The national plenary group had revisited the question of incentivisation and agreed that a capped incentive would be used, with details to be discussed at the upcoming meeting.

**(SLC/13-14/36) Capitation Committee**

The Dean drew the committee's attention to the tabled financial report from the Capitation Committee. She asked that Mr Lenihan update the committee on progress since the last meeting. He reported that the tabled report had gone as a section C item to Finance Committee. The VP/CAO and CFO would meet with the presidents of the Students' Union and Graduate Students' Union to discuss communication and transparency. This forum will meet in the coming weeks with the Senior Dean and five nominees from the Capitation Committee. Mr Lenihan and Mr Kenny will report back to this committee at its next meeting.

**SLC/13-14/37 Alcohol Policy Review Group**

The Working Group is chaired by Dr Joe Barry. It met just before Christmas and the chair had asked that the Student Life Committee in particular discuss and advise on the review of the policy. The group was looking for positive rather than punitive proposals, including awareness- raising about responsible use of alcohol. The launch date for the new policy would be Health and Sports Week in late March 2014. The following comments were made:

- Encourage peer-led initiatives and training through the students' unions and other groups.
- Have a commitment to having alcohol-free spaces, like coffee docks, that are open at times when students usually gravitate towards pubs.
- Fund trial late opening hours of selected on-campus catering spaces to provide an alcohol-free alternative for staff and students.
- In response to previous such requests, Catering had willingly trialled such initiatives in the past, with little uptake, but is very willing to try again, within commercially viable constraints.
- Encourage a wider set of events that do not rely on alcohol as refreshment, e.g. pizza nights.
- Provide attractive alternative alcohol-free events for students which are well publicised.
- Use the Student Life Change fund as a source to subvent alcohol-free events.

- Alcohol-related medical emergencies in College residences were discussed. Consider having 'dry houses' in Halls on the UCC model.
- The policy should be disseminated to all staff with the reminder that it also pertains to them, including when they are representing the College out of hours and/or off-campus.

A suggested clarification was made to the draft minutes of the working group; the word 'commercial' was added to minute 6b. The Dean will bring that suggestion to the chair of the working group. There was a discussion about the relationship between the facility and fundraising aspect of the Pavilion Bar and the very good alternative to pubs and clubs that DUCAC and the Department of Sports and Recreation give to students. Health promotion was seen as part of the holistic outlook of the College community and the alcohol policy feeds into that.

#### **SLC/13-14/38 Online Education**

This item had been deferred to the Student Life Committee meeting on 5<sup>th</sup> March 2014 due to illness.

#### **SLC/13-14/39 Student Charter**

The Dean explained that the Student Charter was originally written in 2005 and updated in 2009. Some work had been done on updating it in 2012/2013 academic year. She asked the committee to consider the charter's future: should we have one? If so, should it be updated or reconceived entirely? During a brief preliminary discussion, the following points were made:

- Keep the charter.
- The current structure of rights and responsibilities works well and should be kept.
- The Library Users' Charter can be incorporated into the current charter and is a good example of using what may already exist.
- Each area will look at its relevant sections, update it and revert for collation ahead of the next meeting.

The charter currently sits in the policies section of the College website. The Dean will update the incoming Dean of Students about the discussion at the committee.

#### **SLC/13-14/40 Dean's Update**

The Dean announced that the new Chief Operating Officer is Geraldine Ruane who has begun work in the College.

Annual Reports: it was agreed that the reports would be circulated and the head of each area would present briefly, focussing on 3 successes and 3 challenges, at the next meeting. The reports would then be consolidated into a larger Student Experience Annual Report that would be available for the wider College community to consult as necessary, much like the Senior Lecturer/Dean of Undergraduate Studies' Report.

## **Section B**

#### **SLC/13-14/41 AOB**

One member of the committee asked about the possibility of a more flexible meeting schedule, involving varied days and times. The Dean explained that the current schedule follows the model for

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Board, Council, and other principal/academic committees and is constrained by teaching timetables and space. A fixed day and time facilitated the majority of the committee and thus, unfortunately, the request could not be accommodated.

The Dean announced that Ms Cameron-Coen would be leaving her role as Executive Officer to the Dean of Students to take up the role of Civic Engagement Officer at the end of January. There would be interim arrangements in place in the month it would take to fill the role. She congratulated Ms Cameron- Coen on her appointment and thanked her for all she had done in her role as EO to the Dean of Students.

### Section C

#### **SLC/13-14/42**

The minutes for the Alcohol Policy Review Working Group were taken as read.

DRAFT