

The University of Dublin

Trinity College

Draft Minutes of the Student Life Committee

31st March 2016

Present: Prof. Kevin O’Kelly (Dean of Students (Chair); Mr Conor Clancy (SU Welfare Officer); Ms. Katie Crowther (GSU President); Mr Seán Gannon (Director, Careers Advisory Service); Dr. David McGrath (Director, College Health Service); Dr. Claire Laudet (Senior Tutor); Ms Deirdre Flynn (Director, Student Counselling Service); Ms. Lee Mills (Representing John Murphy, Information Systems Services); Mr Brendan Tangney (Warden, Trinity Hall), Mr Declan Treanor, (Disability Service); Rev Julian Hamilton (Chaplaincy); Dr Erika Doyle (Global Officer Co-ordinator); Ms. Gianna Hegarty (GSU Vice President); Ms. Anne Marie Moran (FSD) ; Mr. Kacper Coulter (Vice Chair DUCAC)

Apologies: Ms. Lynn Ruane (President TCDSU); Ms. Isolde Harpur (Library); Ms. Leona Coady (Academic Registry); Ms. Michelle Tanner (Head of Sports and Recreation)

Absent: Fr. Peter Sexton (Chaplaincy); Mr. Adrian Neilan, (Commercial Revenue Unit); Prof Emma Stokes (Registrar of Chambers); Jennifer Cahill (Chair, Publications Committee); Mr. Andrew Burrows (Chair, CSC); Mr. Liam Hunt (Secretary, CSC); Ms Aoife Cox (Manager, Day Nursery & Creche);

Present: Ms. Helen Richardson (Minutes)

Section A

SLC/15-16/90 Minutes (A.1)

Apologies were noted. The minutes of 25th February 2016 were approved and signed by the Chair.

SLC/15-16/91 Matters Arising (A.2)

The Dean of Students discussed the request from Ms. Leona Coady, Director of Academic Registry sending a nominee however this cannot happen until composition of the committee is modified by Council. The Dean of Students suggested inviting the Director of Student Services to the next two meetings as a silent observer. The Committee agreed this would be useful. There has been interest shown by a number of people in College who would like to sit on Student Services, such as the Engagement Officer and the Equality Officer therefore the Dean of Students has decided to email all Committee members asking whether they want to remain on the Committee for next year and will bring a new list of members to Council and a proposal to re constitute the Committee. This email will be circulated and it is hoped that approval will be sought from Council before the end of the academic year.

The Dean of Students apologised for not sending the password for the Calendar to Student Services and he will send it out to all. There hasn’t been much activity on the Calendar and the Dean of Students encouraged the Committee to start using it.

Orientation – The Dean of Students met with all school administrators. The next meeting is in June with Library and Sports. S2S will begin scheduling meetings in June. Postgraduate Orientation needs to be discussed for next year.

Transition Officer post has been approved by HR and it is hoped it will be advertised in the near future.

Oisín House – An Taisce has lodged an appeal which will result in an 18 – 26 week delay in the works.

BTEA – Lynn Ruane is not present so will be deferred until the next meeting to discuss further. Sean Gannon informed the committee that Patricia Callaghan had organised a meeting to explore the issue and decide whether there needs to be a college response.

LGBT students going to Russia was raised as an issue at the last meeting. The Dean of Students consulted with the Senior Lecturer however there is no official regulations or high level policy currently available. Local accommodations have been made but the Senior Lecturer is not aware of any social/political reasons for such requests. The Dean of Students will speak with the Head of Russian to discuss having a plan in place should such cases arise. The Dean commented that there should be a policy in place in all programmes requiring placements abroad and he will raise it with the Senior Lecturer.

Katie Crowther had raised concerns regarding the Capitation Committee and audits. The Dean of students made the recommendation to the Capitation Committee that it would be sensible to have audit carried out for transparency reasons. College has oversight over fiscal propriety but not on how it is allocated however The Dean will follow up with the Capitation Committee and get some more clarity on this.

Lynn Ruane had informed the Committee about an activist festival which was taking place in March. The Dean of Students wanted to congratulate Lynn on the success of this event.

SLC/15-16/92 Fedelma McNamara – Overview of Trinity Education Project (A.3)

The committee welcomed Ms. Fedelma McNamara, Manager of the Trinity Education Project who came to give an update on the project. The overall purpose of the Trinity Education Project is to ensure that the undergraduate curriculum enhances Trinity's reputation as a university of global consequence delivering a distinctive student experience and the Trinity graduate attributes. Ms. McNamara discussed where the project is at present and reassured the Committee that the project is currently in design phase and has not yet reached implementation phase yet. There are 7 strands involved and each strand has a committee which reports to the Steering Committee. Each strand is moving at a different pace, however the most active strands are meeting weekly/fortnightly (Strand 2 : Curriculum Principles and Architecture and Strand 3 : Assessment). At the moment the main focus is on Graduate Attributes, Curriculum Principles, Programme Architecture and Assessment. All strands are still in consultation phases, not implementation phases. It is hoped to commence onto phase 3, aligning and planning from May/June this year if Council approval has been given. Systems will need to be in place, fixed timetables, academic year structure and semesterisation will all need to be looked at as part of the implementation phase.

There was a consultation fora which took place on 16th March discussing the proposed curriculum principals and programme architecture. Fedelma and the Senior Lecturer have visited individual schools with professional/accredited programmes. A paper based on feedback from the fora and presentation circulated to go to Council in April. Flexibility is a big issue. Separately, the Provost is meeting with curriculum course/programme committees and there is mixed opinion in relation to the graduate attributes and how they might be achieved through the curricula (core and co-curricular).

There was suggestion that students should take ownership and the Dean of Students suggested getting feedback from clubs/societies who are actively involved in co-curricular activities. Students currently have to find ways of fitting things in around the academic structure. It is important to define co-curricular and this is an area where the Student Life Committee could be actively involved. The Senior Tutor raised concern that some students might be excluded as they do not have time to partake in such activities, as they have other commitments, children, minding elderly parents – it is

important to be inclusive. It was agreed that the language used 'co-curriculum' needs to be revisited and clarified. Deirdre Flynn suggested including self-reflective journals by students. It was also queried if TSM were part of the discussion as high referrals from TSM come through counselling. The TSM co-ordinator is currently chairing one of the groups. The Dean of Students suggested that there should be stronger student engagement with the project. Erika Doyle offered to send on the ISB which includes anonymous comments from international students which may be useful. There was also a pilot ran with tutors and ICOS where training was given on teaching which was very well received. This might be an idea going forward. Sports needs to be included. Erika Doyle will send on all the information she has for information. There was concerns raised about the resources that will be required. The Dean of Students stated that we need to demonstrate that students can achieve many attributes outside the classroom. It is vital to show what students get when they participate in extra activities. This is something that the Student Life Committee could focus on. Fedelma welcomed the feedback and will email the presentation to the committee. Any further queries, comments or suggestions can be sent on to Fedelma.

SLC/15-16/93 Dean's Report (A.4)

There are 2 meetings remaining in this academic year. There were projects set out at the beginning of the year and we will reflect on the progress made on these. There have been 2 working groups set up, one to look at transition to college and the other to look at student spaces. These groups have been reporting back to the Student Life Committee and the post of a first year experience officer has been approved which is a great success.

Although the Trinity Education Project have tried to identify spaces it would be useful if we identified some and took ownership. Conor Clancy and Kevin O'Kelly will meet to see where we are at with this and will report back to the Student Life Committee on any progress.

The Student Charter has not been done but the Dean of Students would like to begin work on this. He hopes to initiate this before the end of this term.

SLC/15-16/94 ISSE Survey 2016 (A.5)

It was completed but was disappointing. There was 20% average return. 17% was the average across all Universities. 23% JF responded, 21% SS and 15% PG from 21% last year. The Dean of Students suggested that even if the results are not statistically significant, they should be used as pointers.

SLC/15-16/95 Update from Transition working group (A.6)

Katie Crowther chairs this group, however she was not in attendance. Dr. Laudet reported to the Committee on a meeting that had taken place with the working group. The transition officer post was discussed and pointers on redrafting job description took place. This will be finalised and will come to the Student Life Committee for approval. It is planned that the post will be filled in June. The previous meeting before this one took place in January. It was hoped that further progression would have been made with this group and that discussions on what an induction to TCD should be like. The Senior Tutor suggested that it should go beyond orientation week. The Dean of Students will discuss with Katie on further developments that he would like to see investigated by the group and will send guidelines and more focused pointers on outcomes he would hope would be achieved by the working group.

SLC/15-16/96 Update on Student Spaces working group (A.7)

Conor Clancy has met with the Bursar. The Hamilton concourse will be the focus of the competition. Conor has a document outlining what students want and need but how does this go further? The

Dean of Students is happy to act as sponsor and support and will work on getting Estates and Facilities fully on board. The Dean of Students and Conor Clancy will meet and get this moving. The suggestion on a design competition for 2 or 3 spaces will be focus. Conor will draft up and will discuss advancements at the next Student Life Committee meeting.

The Senior Tutor said that there are pressing needs for a breast feeding room and also that the Student Parents group meet every 2 weeks in her office as there is no other spaces available to them. These groups need to be facilitated with a better space. It is not feasible for staff to have to leave their offices to facilitate such gatherings.

Erika Doyle suggested that groups like this looking for rooms should contact the global room as this space could be used to facilitate them if it is available. Giana Hegarty also suggested that the Postgraduate common room could be used.

Declan Treanor informed the committee that the issue of breast feeding is being addressed by the Equality Committee and there should be 4 rooms available for multi-use.

SLC/15-16/97 Postgraduate Research Showcase (B.1)

This will be held tonight from 4pm to 8pm in the Atrium. Postgraduates will have posters highlighting their research. There will be awards ceremony and winners prize. All are welcome to come and offer their support.

SLC/15-16/98 Postgraduate elections 18 – 22 April (B.2)

The postgraduate elections are taking place in April and should have information on outcome for next meeting.

SLC/15-16/99 Any Other Business (B.3)

Declan Treanor reminded the Committee that the deadline for the Provost's professional awards is 11th April.

The Mental Health Policy is being revised and will be brought to the Student Life Committee. It was suggested that the draft policy should be circulated to the Committee in advance to give time for comments and suggestions.

Conor Clancy asked was there any update on REACT. The Dean of Students will talk to the College Secretary regarding approval procedures from College and will report back to the committee.

The Consent Policy is not ready but it will be brought to the Student Life Committee for feedback.

The Senior Tutor informed the Committee that Dr. Aidan Seery has been nominated as Senior Tutor. She asked permission for Dr. Seery to sit in on the remaining meetings of the Student Life Committee. The Committee agreed this was a good idea.

Dr. Erika Doyle is leaving college and this is her last meeting on this committee. The committee thanked Dr. Doyle for her commitment and dedication to both College and the Student Life Committee and wished her well in the future.

SLC/15-16/100 Date of next meeting (C.1)

The next Student Life Committee meeting will take place on **Thursday 28th April 2016 at 11am** in the Boardroom in House 1.