

Minutes of the Capitation Committee

12 September 2023

At 14.00 in the Elizabethan Room

Present: Senior Dean – Eoin O’Sullivan, Secretary – Aidan Marsh, FSD – Aine Mulcahy, Dean of Students – Richard Porter, CSC – Samuel Isijola, CSC – Ronan Hodson, CSC – Grace Gollogley, CSC – Adam Ó Ceallaigh, TSU – Fergus O’Brien, Pubs – Shane Donnellan, SU – László Molnárfi

Apologies: TSU – Jane Prendergast

In Attendance: CSC – Noelle Joyce, TSU – Niamh Digby Batton, Pubs – Lara Mellett, SU – Simon Evans

The chair opened the meeting of the Capitation Committee with a brief round of introductions.

CC/23-24/001 Minutes of the Last Meeting of 18 May 2023:

The minutes of the meeting of 18 May were approved.

Matters Arising:

There were no matters arising.

CC/23-24/002 JCR Hamilton & GMB Accessibility Requests

The SU brought a request to the Committee that funds be provided from those which had been set aside in the first two years of the Student Centre Levy to improve accessibility in the JCR Hamilton and the GMB.

€100,000 from the Student Centre Levy Fund was sought in funding towards the installation of a lift in the Hamilton JCR to allow mobility-impaired individuals access to the second floor and a further €30,000 was sought towards improved seating in the GMB Phil Conversation Room and GMB Chamber.

It was raised that there are funds set aside from the HEA that could instead be used to finance this project. The SU felt that the HEA funds could be better used to support other student services, and that it would be more suitable to use the funds which had been set aside for improvements from the Student Centre Levy.

A motion to approve the use of funds from the Student Centre Levy for this purpose was made by the SU President and was seconded by the CSC Chair. The motion passed with no objections.

CC/23-24/003 Trinity Publications 2021-22 Accounts

Trinity Publications presented their accounts from 2021-22. It was recognised that this presentation was 10 months later than should have occurred for reasons discussed at previous meetings.

Regarding a rise in the printing costs, this was attributed to more publications being printed as people returned to College following the pandemic. It was also noted that the item listed as “SU Dinner” on the accounts was the Publications Alumni Dinner. The reason it had been listed as such was that funds had been routed through the SU.

The Committee thanked Simon Evans as well as their Treasurer, Shane Donnellan, for the work which has been put into ensuring that the accounts were completed. Simon Evans will be continuing to assist with their accounts going forward.

The Committee approved the release to Publications of its full allocation.

The Committee recommended that Publications draft a full handover document for its treasurer, with copies to be provided to Simon Evans and Áine Mulcahy.

CC/23-24/004 Trinity Ball Accounts

The Trinity Ball accounts for 2020, 2021, and 2022 were presented to the committee. It was noted that due to the global pandemic no ball took place in 2020 and 2021.

The accounts were approved on principal; however, it was noted that the version of the accounts submitted indicated that the financial statement had not been audited and this will need to be rectified before final approval can be given.

Action: Confirmation of audit to be presented at the next meeting of the Capitation Committee.

The surplus from the 2022 Ball will be distributed with the 23/24 funds.

CC/23-24/005 PAS Postgraduate Orientation Request

The Postgraduate Advisory Service (PAS) ran several postgraduate orientation events which would ordinarily have been organised by the GSU. As this is the case, the PAS request that they be reimbursed for the costs of the event, which amounted to €2,795, from the capitation funds provisionally allocated for use for postgraduate students.

The reimbursement was approved.

**CC/23-24/006 Financial Matters for Capitation Committee
Budget Allocation for 23/24**

The draft allocation for 23/24 was presented to the committee. It was explained that the allocation is based on student numbers, with the budget for the current year being based on the previous year's student numbers. The dates for distribution of the allocation were decided at the meeting of 18th May 2023, and that the percentages determining the allotment for each capitated body is based on previous discussions of the committee.

The SU requested that GSU Allocation discussion be deferred to the November meeting due to a proposal which has been submitted to the SU by a newly formed Trinity branch of the Postgraduate Workers' Organisation.

**CC/23-24/007 Financial Matters for Capitation Committee
Student Centre Levy Account**

The current Student Centre Levy funds were summarised for the committee.

While it is too early to have a full estimate of what the final funds will look like for the Student Centre Levy, the current expectation is that it will be in the region of €10,000,000. It is yet uncertain what the final costs for the project will be as building costs have accelerated, and a suitable space is yet to be identified.

CC/23-24/008 Terms of Reference Review

Interest has been raised in reviewing the Capitation Committee Terms of Reference, taking the review of two years prior as a basis. Each capitated body will nominate two representatives to form a working group, with the Capitation Committee Secretary to act as secretary for the working group if needed.

CC/23-24/009 Any Other Business

Joseph O’Gorman has departed the CSC and Ronan Hodson has stepped down as Honorary Treasurer but is remaining until the new year to assist with the transition. The Committee thanked Joseph for his many contributions over the years to the work of the Capitation Committee and the capitated bodies.

There was brief discussion on ethical conduct, and it was raised that it may be suitable for the capitated bodies to have a unified code of ethics to subscribe to, and that with the review of the Terms of Reference there may be an opportunity to include such matters in the review.