

*Incorporating any amendments approved at subsequent Board meetings*

**The University of Dublin**

**Trinity College**

**Minutes of Board Meeting, 25 April 2007**

|                        |                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Present</i>         | Provost (Dr J Hegarty), Vice-Provost (Dr R M J Byrne), Registrar (Dr J Barkhoff), Bursar (Dr D C Williams), Senior Lecturer (Dr C Kearney), Dr N J Biggar, Dr A Butterfield, Ms M A Coffey, Dr J F Donegan, Dr A C Donnelly, Mr R Kearns, Dr J M Kelly, Ms D Keogh, Dr M A Lynch, Dr E Mac Cárthaigh, Dr K J McGinley, Dr D P O'Donovan, Dr E J O'Halpin, Ms R Pe Palileo, Dr J A N Parnell, Dr A J Piesse, Mr B Sweeney, Dr J K Vij. |
| <i>Apologies</i>       | Ms G Clarke, Mr H Kearns, Ms M Leahy, Mr D Quinn.                                                                                                                                                                                                                                                                                                                                                                                     |
| <i>In attendance</i>   |                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <i>(ex officio)</i>    | Secretary, Treasurer, Assistant Secretary.                                                                                                                                                                                                                                                                                                                                                                                            |
| <i>(by invitation)</i> | Director, Science Gallery and Director, Trinity Foundation (for BD/06-07/240)<br>College Safety Officer (for BD/06-07/241)<br>Director of Buildings (for BD/06-07/242)                                                                                                                                                                                                                                                                |

**SECTION A**

**BD/06-07/234 Minutes** The minutes of the meeting held on 4 April 2007 were approved and signed subject to the following amendments:

**BD/06-07/202 Code of Governance in the University Sector**

Point (a) in the fourth paragraph was replaced with the following text: 'the Board approved the Code of Governance in principle, noting that to be consistent with the Trinity College Dublin (Charters and Letters Patent Amendment) Act, 2000, the College will depart from the Code in some aspects;'

The second bullet point in the fifth paragraph was replaced with the following text: 'all administrative areas should prepare annual reports, incorporating strategic direction and achievements, for the Board;'

**BD/06-07/204 Governance of New Faculties** The following phrase was included at the end of the second paragraph on page 6 'and that election had been identified as the preferred method for appointing Deans'.

**BD/06-07/206 Academic Medical Centre** The following phrase was inserted after the word *Medicine* on the first line of point (i) on page 7 '(including its Therapy Schools)'.

**BD/06-07/208 Cessation of Academic Programmes** The word 'wide' was inserted after the word *very* on line 3 of the third paragraph and the word 'and' was inserted after the word *outcomes* on the same line.

**BD/06-07/212 Student Administration System** The text after the word *decision* in the final paragraph was replaced to read 'will be made to ensure the implementation of a successful student administration system.'

**BD/06-07/235 Matters Arising from the Minutes** A number of matters arising from the minutes were discussed and have been recorded below, (see minutes BD/06-07/236, 237).

**BD/06-07/236 Code of Governance in the University Sector (see minute BD/06-07/202 of 4 April 2007)** The Secretary advised Board that to date Dr McGinley, Professor Donegan, Dr Butterfield and Professor M B Jones had agreed to serve on the Governance Working Party and that he expected to present two further names to Board at its next meeting.

**BD/06-07/237 Annual Office (see minute BD/06-07/210 of 4 April 2007)** The Board approved the following nominations for Annual Officers for 2007-2008 as proposed at its previous meeting:

|                           |                                |
|---------------------------|--------------------------------|
| Dean of Research:         | Dr David George Lloyd:         |
| Dean of Graduate Studies: | Professor Carol Ann O'Sullivan |
| Senior Dean:              | Professor Michael Bevan Jones  |

In response to a query, the Provost advised Board that it was not envisaged that an Associate Dean of Research would be appointed at this time, noting that the previous appointment had been made to support the Dean of Research during a particularly busy period.

The Board also noted the election of Dr Myra O'Regan as Senior Tutor for a period of three years commencing on 13 July 2007.

**BD/06-07/238 Provost's Report** The Provost advised Board that the audit of student numbers in individual institutions for use in the HEA's Funding Model was on-going and that, as yet, there was nothing to report on the outcome of the audit and the financial implications for Trinity. The Board noted that there is on-going interaction with the HEA in this regard.

The Provost advised Board that Trinity's applications under the latest round of PRTL had been successful at Phase 1, and that Phase 2 proposals were now being developed for submission to the HEA by the deadline of 1 June 2007. The Provost invited Board's attention to the publication of a report by the Royal Irish Academy, entitled *Advancing Humanities and Social Sciences Research in Ireland* which he stated would have a very significant impact on Arts and the Humanities in Ireland. The Board noted that this report would be considered by Council at its next meeting.

**BD/06-07/239 Report on HEA Working Party on Pensions** The Secretary advised Board that a decision in relation to the recommendations from the HEA's Working Party on Pensions was expected from the Government in the near future. He noted that the uncertainty surrounding the future funding of the College's pension liabilities together with an expected announcement by the Government in this regard had resulted in the deferral of the audit of the College's consolidated financial statements for the year 2005/2006 as reported in the Finance Committee minute FN/06-07/61 of 11 April 2007, which had been circulated with the papers for the meeting. He also invited the Board's attention to the draft minute of the Audit Committee AD/6-07/51 of 18 April 2007 which had

***Incorporating any amendments approved at subsequent Board meetings***

been tabled and which recorded the Committee's support for the Finance Committee's decision in this regard.

**BD/06-07/240 Science Gallery** The Director of the Science Gallery and the Director of Trinity Foundation, present by invitation, attended for this item. The Director of the Science Gallery invited Board's attention to the document which had been circulated outlining the objectives of the Gallery, its target audience, facilities, and initial exhibition programme. He invited the Board's attention to the background to the Gallery and its genesis as a component of the SFI award to establish CRANN, and its objective to establish a centre for international science communication and outreach. The Board noted the membership of the Science Gallery Development Board which is chaired by Dr Chris Horn and includes the Provost among its membership. The Director of the Science Gallery outlined the key elements of the Science Gallery's programme, noting that it is intended that it will be interdisciplinary and that it will bring together insights from diverse areas of science, technology, the arts and the creative industries, and that it will use a broad range of activities including exhibitions, debates, festivals and workshops. The Director of the Science Gallery stressed the importance of the web as a mechanism for advertising its activities and interacting with its audiences. The Board noted that in developing its programme of activities, the Gallery is drawing on the experiences of successful science centres world-wide.

The Director of Trinity Foundation invited Board's attention to the parallel fund-raising strategy which is being pursued to secure both public and private funds for the Gallery. He advised Board that a proposal has been submitted to the Department of Enterprise, Trade and Employment (DETE) which, if successful, would provide a very secure financial platform for the Gallery until 2012. He noted that, following a presentation by the Chair of the Gallery's Development Board and the Director of the Gallery, additional information had been submitted to the DETE and a decision on the proposal was expected in the near future. The Director of Trinity Foundation also invited Board's attention to the strategies being employed to secure private funds, noting that a number of companies have expressed interest in supporting the Gallery but that their commitment is contingent on the Government also providing financial support. The Board noted that applications will also be made for both national and international competitive grants. The Director of Trinity Foundation advised Board that securing funds to meet the short-fall in the Gallery's funding is a priority for the Foundation and that one Fundraising Executive is working full-time on this project.

In response to a query, the Director of Trinity Foundation advised Board that the Gallery's activities are currently being funded from SFI's Annual Overhead Investment Plan.

In the course of a long discussion, during which strong support was expressed for the objectives of the Gallery, Board members raised concerns about the Gallery's on-going financial viability. The necessity of securing on-going Government support in order to ensure the long-term success of the Gallery was emphasised by a number of members. Concern was also expressed that the deficit of €5m on the building which had been underwritten by the Board in November 2005 (minute BD/05-06/060 refers) had not yet been repaid in full, and the importance of covering this deficit in the first instance was stressed. The financial responsibility of the Board in this regard was also noted. The Board noted the Treasurer's comments about the necessity to review the recurrent cost base of the Gallery once the Government's commitment is known.

In response to queries about the governance arrangements for the Gallery, the Secretary advised Board that there had been some initial discussions in relation to establishing the Gallery as a separate legal entity, but that, in accordance with Board policy in this

***Incorporating any amendments approved at subsequent Board meetings***

regard, initially the governance arrangements will be within the College's structures similar to those in place for research institutes, and that these arrangements will be subject to review after an initial period of operation. He noted that, in view of the Gallery's close relationship with the College, the establishment of a separate legal entity would only afford the College limited protection in the event of problems. In response to a query, the Treasurer advised Board that while the Gallery is located in the CRANN building, the recurrent activities of CRANN and the Gallery are independent activities which, in turn, are independent of the Schools' financial arrangements.

In the course of a long discussion, Board members stated that there should be adherence to College staffing policies and practices in the operation of the Gallery and that consideration should be given to including Irish language initiatives in the Gallery's programme.

In response to concerns about the future financial viability of the Gallery, the Director of Trinity Foundation and the Director of the Science Gallery advised Board that every effort was being made to secure adequate funding for both the out-standing capital deficit and on-going recurrent costs. They noted the importance of the Government's financial commitment to the Gallery as a lever for future private funding-raising and stressed the long lead-time usually associated with such fund-raising initiatives.

The Board noted that it would receive a further report on the financial status of the Gallery once the Government's decision was known.

**BD/06-07/241 College Safety Committee – Annual Report to Board** The College Safety Officer, present by invitation, attended for this item and invited Board's attention to the Safety Committee's Annual Report for 2005/2006 and the report of the activities of the College Safety Office, which had been circulated. He advised Board of the impact which the academic restructuring has had on the composition of Safety Committees, noting that in the past their membership had been based on Faculty representation. The Board noted that, as proposals for safety committees based on groupings of Schools and for discipline-based safety officers had been rejected by the Heads of School Committee, the College Safety Officer will now consult with Heads of School individually and with the Senior Lecturer in an effort to establish, as soon as possible, the consultative safety committees which are required by legislation. The Board agreed that this should be done as a matter of urgency.

In response to a query about the status of the Radiological Safety Committee, currently facilitated by the Science Faculty, the College Safety Officer advised Board that this will have to be addressed in the context of the academic restructuring.

The College Safety Officer invited Board's attention to the summary of the College-wide Safety, Health and Welfare Risk Reduction Items and their associated costs. The Board, noting that the annual budget for risk reduction is very significantly less than that required to meet the College's requirements, noted the importance of ensuring that the needs of people with disabilities are addressed as a matter of priority. The College Safety Officer, noting that priorities for funding are determined by the Site and Facilities Committee, advised Board that all new buildings meet accessibility criteria but that older buildings present challenges in this regard which will have to be addressed.

The Board thanked the College Safety Officer for his report.

**BD/06-07/242 Capital Projects Report** The Director of Buildings, present by invitation, attended for this item and invited Board's attention to a Capital Projects Report, Issue 9, dated April

***Incorporating any amendments approved at subsequent Board meetings***

2007 which he had prepared in conjunction with the Bursar and the Treasurer and which had been considered by the Site and Facilities Committee on 10 April 2007 (minute SF/06-07/82 refers) and the Finance Committee on 11 April 2007 (minute FN/06-07/62 refers). He invited Board's attention to the memorandum dated 17 April 2007, which accompanied the Report. The Director of Buildings noted a number of legal issues associated with the completion of Trinity Hall as well as facilities for the School of Nursing in Tallaght, the North East Corner project, the Pearse Street Development and the An Post Site. He also noted issues in relation to the maintenance and refurbishment of the College's capital stock and the possible joint development of part of the Trinity Technology and Enterprise Campus site with neighbouring property holders. In conclusion, the Director of Buildings invited Board's attention to the overall projected deficit of €7.67m arising from the outcome of the North East Corner, the purchase of property on College Green, and the uncertainty regarding the Skills Funding for the North East Corner project. The Board noted that should the Skills Funding not be forthcoming the deficit would increase to some €10m. He noted that this deficit, while significant in monetary terms, is reasonable having regard to the scale and pace of the College's development, and that it had been notified to Board in the context of the Financial Statements and by the College auditors to the Audit Committee.

In the course of a discussion, the Director of Buildings clarified queries in relation to Botany Bay, VAT liabilities, and the on-going litigation in relation to the Trinity Hall development. In response to a query, he advised Board that any proposed development in relation to the Nassau Street Car Park would be presented to the Site and Facilities Committee and the Board for approval. He also advised Board that the conversion of Luce Hall into a Student Centre would take in the order of eighteen months to complete and that it was dependent on the availability of funding.

The Board noted the Director's comments about the possible impact of the current state of the property market on the proposed developments for the An Post site and the Technology and Enterprise Campus.

In response to a query, the Treasurer advised Board that timing differences in the receipt and disbursement of recurrent funds enables the College to carry the capital deficit on a short-term basis, but she advised Board that the deficit will have to be cleared as soon as possible.

The Board noted the comments made by Dr McGinley, Chair of the Site and Facilities Committee, on the Committee's role in the development of physical plans for the College, and the responsibility of those proposing the developments to secure the appropriate funding.

The Provost thanked the Director of Buildings for presenting the report.

**BD/06-07/243 Administrative Restructuring** The Bursar, introducing the item, invited Board's attention to a memorandum, dated 17 April 2007, which had been circulated. He advised Board that the development of proposals for Administrative and Support restructuring had, until December 2006, been hampered by the uncertainty surrounding the Academic Structure to be supported. He noted that in parallel with discussions on the detail of the Academic restructuring there have been a series of meetings, under the auspices of the Strategic Change Management Team (SCMT), between the Bursar and the Secretary and the senior members of Administrative and Support Services. He advised Board that discussion papers on the following issues are currently being developed and that these will be the subject of further consultation with the senior managers:

- Role of a Chief Operations Officer and a Chief Academic Officer

***Incorporating any amendments approved at subsequent Board meetings***

- Role of Annual Officers in the new arrangements
- The interface between administrative and service areas and Faculties and Schools
- Reporting arrangements
- Structure of the Provost's Executive/Management Team

He advised Board that the views of senior managers would be incorporated into the discussion documents coming forward for consideration by Board on 23 May 2007.

In the course of a discussion, Board members stated that it was important that the administrative and services restructuring would be completed as soon as possible. The Secretary advised that once the Board decided on the overall administrative structure for the future, transitional arrangements would be introduced so as to allow the restructured administrative and services to be phased-in with due negotiation and discussion. The Board noted that the Joint Industrial Council had not yet been implemented, noting comments that it would be a very important mechanism in bringing about the proposed changes in the administrative and service areas.

In response to queries from Board members, the Secretary stated that it had not been possible to begin the administrative and service restructuring until there was clarity about the academic structures, noting that the academic restructuring had taken three years to complete. In response to a query, he advised Board that if a decision on the overall administrative and service restructuring is made by Board in July, it was envisaged that the new arrangements would be operational for the start of the academic year 2008/2009. He advised Board that administrative and service areas had been operating in a very uncertain environment for the past three years in circumstances beyond their control and that there was an anxiety to redress this situation as soon as possible. Board members acknowledged the difficulties being encountered by the administrative and support staff at this time.

**BD/06-07/244 Scholarship 2007** The Senior Lecturer reported on Foundation and Non-Foundation Scholarships, stating that seventy six Scholars were proposed for election on Trinity Monday, of whom nine were Foundation Scholars. He invited Board's attention to the distribution of the Foundation Scholars across Faculties as agreed by the Central Scholarship Committee. In response to a query, he advised Board that the Central Scholarship Committee, following a review, had concluded that the new marking schemes had no impact on the numbers being elected to Scholarship.

**BD/06-07/245 Acta of the University Council** The Board confirmed Acta of the University Council from its meeting held on 11 April 2007 subject to further comments covering CL/06-07/131, CL/06-07/136, CL/06-07/137, CL/06-07/138, CL/06-07/140, CL/06-07/141, CL/06-07/142, CL/06-07/143.

**BD/06-07/246 Senior Promotions (see CL/06-07/131 of 11 April 2007)**

- (i) **Personal Chair** The Board confirmed the recommendation of the University Council that Professor K R Benoit (Political Science) be promoted to a Personal Chair, with effect on and from 1 May 2007.
- (ii) **Report on Appeals against Decisions of the Senior Promotions Committee** The Board noted the decisions on appeals against the decisions of the Senior Promotions Committee as reported to the University Council and set out in Actum CL/06-07/131 (ii) of 11 April 2007.

***Incorporating any amendments approved at subsequent Board meetings***

- BD/06-07/247 Nominations for Appointment (see Actum CL/06-07/136 of 11 April 2007)** The Board on the nomination of the University Council, approved the appointments as summarised in Appendix 1 and 2 to these Minutes.
- BD/06-07/248 Psychiatry – Research Chair in Psychiatry (2006) – Declan McLoughlin, MB, BCh, BAO (NUI), MRCPI, MRCPsych, PhD (Lond) (see Actum CL/06-07/137 of 11 April 2007)** The Board confirmed the nomination of Professor McLoughlin to the above Chair, with effect on and from 1 July 2007, on the Professorial Consultant Scale (funded by St Patrick’s Hospital).
- BD/06-07/249 Aspirant School Status – Religions and Theology and the Irish School of Ecumenics (see Actum CL/06-07/138 of 11 April 2007)** The Senior Lecturer advised Board that, following considerable negotiations over the past year, the Department of Religions and Theology and the Irish School of Ecumenics have agreed to form a School. The Board approved the proposal to establish an aspirant School of Religions and Theology and the Irish School of Ecumenics to allow time for the development of governance arrangements and agreement on a suitable title for the School. It was noted that it is expected that a fully constituted School will be established by 12 July 2007. The Board, welcoming the development, congratulated all those involved.
- BD/06-07/250 Projection Facilities in the Boardroom** Under Other Business in response to a proposal, the Provost advised Board that the possibility of having adequate data projection facilities installed in the Boardroom was being investigated.
- BD/06-07/251 Future Board Meetings** Under Other Business the Board agreed that there would be an additional Board meeting on 30 May 2007 and that the meeting scheduled for 23 May would start at the earlier time of 10.00 am.

## SECTION B

- BD/06-07/252 Finance Committee** The Board noted, and where appropriate, approved proposals in the draft minutes of the Finance Committee from its meeting of 11 April 2007 with particular reference to:

**FN/06-07/59 Research – TCIN** In response to a query, the Treasurer invited Board’s attention to the actions which had been taken to address serious financial issues in relation to research activities in the TCIN, as outlined in the Finance Committee minute. The Board noted that the Executive and Board of TCIN were being asked to prepare and bring forward a financial plan for the June 2007 Finance Committee meeting to cover the future activity of the Institute, and, in particular, the financial viability of the MRI scanner. She also advised Board that the level of funding provided for the MRI scanner, which is intended to be a national resource, is unrealistically low, noting that this is a matter which had been identified in a recent HEA/Forfás report. The Board noted that the relationship between Institutes and Schools is causing some uncertainty in Schools and welcomed the fact that this matter will now be addressed as a matter of urgency.

In response to a query, the Treasurer invited Board’s attention to the risks associated with the lack of provision of appropriate financial information systems and the consequences for financial management of large activities, and for Deans and others, in an environment of devolved budgeting and financial decision making. The Board also

***Incorporating any amendments approved at subsequent Board meetings***

noted the Bursar's comments on the roles and responsibilities of Deans in relation to financial management. He advised Board that the implementation of the recommendations for financial information systems which had been identified in a previous study had been deferred pending decisions in relation to the College's e-strategy.

In response to a query, the Bursar advised Board that when the activities of Institutes span more than one Faculty, the financial responsibility for that Institute will be assigned to one nominated Dean.

**BD/06-07/253 Information Policy Committee (see Actum CL/06-07/140 of 11 April 2007)** The Board noted, and where appropriate, approved proposals in the draft minutes of the Information Policy Committee from its meeting of 15 March 2007 with particular reference to:

**IPC/06-07/32 Student Administration System (SAS)** The Board also noted the following documents which had been circulated in response to a request at the previous Board meeting that it receive, at the earliest opportunity, papers being considered by the Information Policy Committee in relation to the SAS:

- (i) Draft minute from the Information Policy Committee of 19 April 2007;
- (ii) Report from MIS Manager to the Information Policy Committee, dated 10 April 2007;
- (iii) Report from the SAS Steering Committee to the Information Policy Committee, dated 6 March 2007.

Professor O'Halpin, Chair of the Information Policy Committee, invited Board's attention to the discussions which had taken place at the Committee, as outlined in the minutes which had been circulated. He advised Board that the Committee was anxious to ensure that sufficiently robust management structures would be put in place before the development of the SAS would recommence. Dr Butterfield, a Board member on the Information Policy Committee, invited Board's attention to concerns which had been expressed by the Committee that the opportunity had not been taken, when developing the new SAS, to revise certain academic requirements for administrative support thereby resulting in costly adjustments to the proposed system's software. The Senior Lecturer, Chair of the SAS Steering Committee, advised Board that the failure of the software to meet the College's needs had been the core problem in implementing the new system. The Board also noted that the Information Policy Committee had agreed that the conclusions of the SAS Steering Committee as outlined in the final paragraph of its memorandum, which had been the subject of some debate, had been superseded by the subsequent decisions of the Committee (minute IPC/06-07/39 refers). Professor Parnell, Chair of the SAS Coordinating Committee and a member of the SAS Steering Committee, recommended that the Senior Lecturer and the Director of IS Services give a presentation to Board at a future date on the experiences of the SAS project.

Board members expressed concern that all issues should be adequately explored and examined, even if this takes some time, before the project is recommenced so as to ensure the implementation of a successful student administration system. In response to queries, the Treasurer clarified a number of financial issues.

The Board agreed that the Information Policy Committee would continue to play a lead role in progressing the future implementation of the SAS and that it would keep Board advised of progress on a regular basis.



**BD/06-07/254 Personnel and Appointments Committee (see Actum CL/06-07/141 of 11 April 2007)** The Board noted, and where appropriate, approved proposals in the draft minutes of the Personnel and Appointments Committee from its meeting of 14 March 2007.

**BD/06-07/255 Research Committee (see Actum CL/06-07/142 of 11 April 2007)** The Board noted, and where appropriate, approved proposals in the draft minutes of the Research Committee from its meeting of 8 March 2007.

**BD/06-07/256 Site and Facilities Committee** The Board noted, and where appropriate, approved proposals in the draft minutes of the Site and Facilities Committee from its meeting of 10 April 2007 with particular reference to:

**SF/06-07/81 College Storage Compound** Dr McGinley, Chair of the Site and Facilities Committee, invited Board's attention to a proposal that the costs of a scheme for storage to partially replace the Cumberland Stores be funded from the proceeds of the sale of Cumberland Street Stores. The Board approved this proposal.

**BD/06-07/257 Student Services Committee (see Actum CL/06-07/143 of 11 April 2007)** The Board noted, and where appropriate, approved proposals in the draft minutes of the Student Services Committee from its meeting of 9 March 2007.

### SECTION C

**BD/06-07/258 Higher Degrees** The Board noted Higher Degrees, approved by the sub-committee of Board and Council on 3 April 2007.

**BD/06-07/259 Degrees**

(i) **New Degree Title** The Board noted and approved the Latin title for the degree of Bachelor in Dental Technology as follows:

|               |                                                   |
|---------------|---------------------------------------------------|
| Latin title:  | Baccalaureus in Technologia Dentaria              |
| Abbreviation: | B.Dent.Tech.                                      |
| Gown:         | Black                                             |
| Hood:         | Myrtle green, lined with gold, edged with crimson |

(ii) **Latin Titles for Single Honor degree programme and TSM subjects in the School of Religions and Theology** The Board noted and approved a memorandum from the Registrar, circulated dated 17 April 2007.

**BD/06-07/260 Minutes of 28 February 2007 – Correction – BD/06-07/174 Faculty of Social and Human Sciences – Pro-Dean** The Board added the words, 'on the Senior Promotions Committee, and on relevant nomination committees'.

**BD/06-07/261 Prizes and Other Awards - Prizes in the School of Engineering** The Board noted and approved a memorandum from the School Administrator, School of Engineering, circulated dated 4 April 2007.

***Incorporating any amendments approved at subsequent Board meetings***

**BD/06-07/262 Scholarship – Request for Intermission** The Board noted and approved the request of the Senior Lecturer that a non-Foundation Scholar (01363646) be permitted to intermit Scholarship in the academic year 2007-2008, constituting a third year of intermission.

**BD/06-07/263 Student Disciplinary Committee** The Board noted and approved the nomination of Mr T Turpin as Secretary to the Student Disciplinary Committee.

**BD/06-07/264 Staff Matters – Early Retirement** The Board noted and approved a request from Dr M Stuart (Statistics) for early retirement with effect from 30 September 2007.

**BD/06-07/265 Nominations for Appointment** The Board confirmed the nominations for appointment, as set out in Appendix 3 to this minute.

**BD/06-07/266 Nominating Committees** The Board noted the following memberships:

- (i) **Academic Secretary**  
 Senior Lecturer  
 Secretary to the College  
 Professor T P McC Brown  
 Professor J A N Parnell  
 Professor J H Ohlmeyer  
 Treasurer  
 Professor P Giller (UCC)
- (ii) **Director of Buildings Office – Fire/Safety Officer – Administrative Grade 3/2 (permanent)**  
 Assistant Secretary to the College  
 Mr P McDonnell  
 Mrs I L I Hook  
 Mr T Merriman  
 Mr B Ashe (NUI Maynooth)
- (iii) **Disability Services – Disability Officer – Administrative Grade 3/2 (3-year contract)**  
 Assistant Secretary to the College  
 Mr D Treanor  
 Ms E Doyle  
 Ms R Ryan (NUIM)
- (iv) **School of Physics – Administrative Grade 3/2 (permanent)**  
 Head of School of Physics  
 Ms A Anderson  
 Professor S Sanvito  
 Ms M Loughman (UCC)
- (v) **Senior Lecturer's Area – Trinity Access Programme – Administrative Grade 3 (3-year contract)**
  - (a) **TAP Alumni Project Co-ordinator**
  - (b) **TAP Evaluation Co-ordinator**  
 Acting Assistant Academic Secretary  
 Ms C Hannon  
 Mr S Gannon  
 Ms M Woods  
 Ms A Galvin

- (vi) **Treasurer's Office – School/Vice-Deanery Financial Advisor – Administrative Grade 1 (to the Bar) (Maternity Cover)**

Deputy Treasurer

Ms S Cleary

Dr M Shevlin

Signed: .....

Date: .....

## Appendix 1 to BD/06-07/247

**Nominations for Appointment (see CL/06-07/136 of 11 April 2007)**

| <b>Department</b>                           | <b>Post</b>                 | <b>Name and Qualifications</b>                                                              | <b>Start date</b> | <b>Termination date<br/>(if contract)</b> |
|---------------------------------------------|-----------------------------|---------------------------------------------------------------------------------------------|-------------------|-------------------------------------------|
| Bio-engineering                             | Research Fellow             | CHECA ESTEBAN, Sara, Ph.D. (S'ton), M.Eng. (Malaga)                                         | 20-03-2007        | 19-03-2009                                |
| Botany                                      | Lecturer                    | STOUT, Jane, B.Sc., Ph.D. (S'ton.)                                                          | 01-07-2007        | Permanent                                 |
| Chemistry                                   | Research Fellow             | SELMI, Ania, M.A. (ENS. de Chemie de Lille), M.Sc. (Dubl.), Ph.D. (Le Mans)                 | 01-04-2007        | 01-04-2009                                |
| Chemistry                                   | Research Fellow             | VARUGHESE, Sunil, B.A., M.A. (M.Gandhi), Ph.D. (National Chemistry Laboratory, Pune, India) | 01-06-2007        | 01-06-2008                                |
| Clinical Medicine / TCIN                    | Visiting Clinical Professor | HARDIMAN, Orla, B.A.O., B.Sc., B.Ch., M.B., M.D. (N.U.I.), F.R.C.P.I.                       | 01-01-2007        | 30-12-2010                                |
| Clinical Microbiology                       | Research Fellow             | MORTON, Charles Oliver, B.Sc. (N.U.I.), Ph.D. (Nott.)                                       | 20-03-2007        | 19-03-2008                                |
| Clinical Microbiology                       | Research Fellow             | DUVAL, Stephane Marc, B.Sc., Ph.D. (Nott.Trent)                                             | 20-03-2007        | 19-03-2010                                |
| CRANN / Chemistry                           | Research Fellow             | SATTI, Amro, B.Sc. (N.U.I.)                                                                 | 20-02-2007        | 19-02-2008                                |
| Engineering                                 | Research Fellow             | HARTE, Naomi, M.A. (Dubl.), Ph.D. (Belf.)                                                   | 01-10-2007        | 31-08-2008                                |
| Engineering                                 | Research Fellow             | O' DONOGHUE, Roland, B.Sc., Ph.D. (Dubl.)                                                   | 16-10-2006        | 16-10-2007                                |
| Engineering                                 | Research Fellow             | BARRERA, Leandro, B.Sc. (UAustral de Chile)                                                 | 01-02-2007        | 30-06-2007                                |
| Genetics & Microbiology                     | Research Fellow             | BOTELLA, Eric, M.A., Ph.D. (Montpellier), B.A. (Nice)                                       | 26-02-2007        | 31-03-2009                                |
| History                                     | Research Associate          | O'MALLEY, Kate, B.A., Ph.D. (Dubl.)                                                         | 01-10-2006        | 30-09-2008                                |
| Irish & Celtic Studies                      | Lecturer                    | DE PAOR, Pdraig, B.A. (N.U.I.), Ph.D., PaCE. (Belf.)                                        | 01-09-2007        | Permanent                                 |
| Linguistic, Speech & Communication Sciences | Research Fellow             | WELBY, Pauline Susan, B.A. (Brandeis), M.A., Ph.D. (Ohio State)                             | 01-03-2007        | 30-09-2008                                |
| Medical Gerontology                         | Part-time Lecturer          | CAHILL, Suzanne Mary, M.Soc.Sc. (N.U.I.), Ph.D. (Qld.)                                      | 01-10-2007        | 30-06-2010                                |
| Medicine                                    | Research Fellow             | CLAESSENS, Mandy, B.Sc., Ph.D. (Maastricht), M.Sc. (Ghent)                                  | 15-05-2007        | 30-04-2009                                |
| Microbiology                                | Research Fellow             | CALLAGY, Sara Jane, B.Sc. (N.U.I.)                                                          | 01-04-2007        | 31-03-2008                                |
| Natural Sciences                            | Lecturer                    | CARMODY, Pdraig, B.A., M.Sc. (Dubl.), Ph.D. (Minn.)                                         | 01-07-2007        | Permanent                                 |

***Incorporating any amendments approved at subsequent Board meetings***

|                                    |                     |                                                                                                                         |            |            |
|------------------------------------|---------------------|-------------------------------------------------------------------------------------------------------------------------|------------|------------|
| Natural Sciences                   | Research Fellow     | COOTE, Linda, B.Sc. (N.U.I.)                                                                                            | 02-04-2007 | 01-04-2010 |
| Nursing & Midwifery                | Lecturer            | KEENAN, Paul, RNID, B.A. (Open(UK), PGC in Education, Dip. in Higher Education in Nursing Practice, M.A. (E.Anglia)     | 01-04-2007 | Permanent  |
| Nursing & Midwifery                | Lecturer            | DOYLE, Carmel, RNID, RCN, RNT, B.A., M.A., PG Dip. in Clinical Health Sciences Education (Dubl.)                        | 01-04-2007 | Permanent  |
| Nursing & Midwifery                | Senior Lecturer     | MC CARRON, Mary, RGN, RMHN, B.A. (D.C.U.), Ph.D. (Dubl.)                                                                | 01-04-2007 | Permanent  |
| Obstetrics & Gynaecology           | Part-time Lecturer  | DALY, Sean, M.B., B.Ch., M.A., B.A., B.A.O., Dip. in Stats, M.D. (Dubl.), D.Ch. (N.U.I.) M.R.C.O.G., F.R.C.P.I.         | 01-01-2007 | 30-06-2010 |
| Pharmacy & Pharmaceutical Sciences | Part-time Lecturer  | TAJBER, Lidia, M.Sc. (Medical University of Silesia), Ph.D. (Dubl.)                                                     | 01-10-2007 | 30-06-2008 |
| Pharmacy & Pharmaceutical Sciences | Part-time Lecturer  | COUGHLAN, David Christopher, Dip. in Quality Improvement, B.Sc., Ph.D. (Dubl.), Dip. in Financial Management (A.C.C.A.) | 01-10-2007 | 30-06-2008 |
| Pharmacy & Pharmaceutical Sciences | Part-time Lecturer  | DEASY, Patrick Bernard, B.Sc., M.A., Ph.D. (N.U.I.), F.P.S.I., F.T.C.D.                                                 | 01-10-2007 | 30-06-2008 |
| Physics                            | Research Fellow     | COOPER, Jenwick, M.Phys., Ph.D. (Warw.)                                                                                 | 02-04-2007 | 02-04-2009 |
| Physics                            | Research Fellow     | KALININ, Vladimir, Ph.D. (Novosibirsk University)                                                                       | 01-03-2007 | 30-06-2007 |
| Physics                            | Associate Professor | HEGNER, Martin, Dip. in Life Sciences, M.A. in Life Sciences, Ph.D. (Swiss Federal Institute of Technology)             | 01-09-2007 | Permanent  |
| Public Health & Primary Care       | Research Fellow     | NÍ SHÚILLEABHÁIN, Aisling, B.Ch., B.A.O., M.B., B.med.Sc. (N.U.I.), M.I.C.G.P., M.R.C.P.I.                              | 01-04-2007 | 31-03-2008 |
| Social Work and Social Policy      | Research Fellow     | ATKINSON, Dorothy, B.A. (Leeds), M.Phil. (S'ton.)                                                                       | 05-03-2007 | 04-05-2007 |
| TCIN                               | Research Fellow     | CLARKE, Rachel, Dip. in Statistics, B.A., Ph.D. (Dubl.)                                                                 | 29-01-2007 | 31-03-2007 |
| Zoology                            | Research Associate  | FITZPATRICK, Úna, B.A., Ph.D. (Dubl.)                                                                                   | 01-04-2007 | 31-03-2010 |

#### Change in Title

|                     |                                             |                                                                               |            |           |
|---------------------|---------------------------------------------|-------------------------------------------------------------------------------|------------|-----------|
| Nursing & Midwifery | Lecturer in Intellectual Disability Nursing | SHEERIN, Fintan, RGN, RNID, RNT, B.N.S. (N.U.I.), Pg.Dip.Ed., Ph.D. (Ulster.) | 01-10-2007 | Permanent |
|---------------------|---------------------------------------------|-------------------------------------------------------------------------------|------------|-----------|

## Appendix 2 to BD/06-07/247

**Research Fellows converted to Contracts of Indefinite Duration in compliance with  
the Protection of Employees (Fixed-Term Work) Act, 2003**

| <b>Department</b> | <b>Post</b>        | <b>Name and Qualifications</b>                                                           | <b>Start date</b> | <b>Termination date<br/>(if contract)</b> |
|-------------------|--------------------|------------------------------------------------------------------------------------------|-------------------|-------------------------------------------|
| Psychology        | Research<br>Fellow | SIMOEES-FRANKLIN, Cristina, M.Sc. (Lisbon),<br>Ph.D. (Helsinki University of Technology) | 01-03-2007        | Indefinite<br>duration                    |
| TCIN              | Research<br>Fellow | DOCKREE, Paul, Ph.D. (Reading)                                                           | 01-04-2007        | Indefinite<br>duration                    |

***Incorporating any amendments approved at subsequent Board meetings***

## Appendix 3 to Minute BD/06-07/265

| Department                               | Post                                           | Name and Qualifications                                                                     | Start date | Termination date (if contract) |
|------------------------------------------|------------------------------------------------|---------------------------------------------------------------------------------------------|------------|--------------------------------|
| Education                                | School Administrator                           | MC DONAGH, Paula, Dip in Languages and International Business (Leinster Business Institute) | 31-01-2007 | Permanent                      |
| Languages, Literature & Cultural Studies | School Administrator                           | SHARPE, Jacqueline, Dip. in Sociology, B.Sc. (Open(UK))                                     | 18-09-2006 | Permanent                      |
| Library                                  | Assistant Librarian/Research Support Librarian | EUSTACE, Jessica, B.A., M.A., M.L.I.S. (N.U.I.),                                            | 01-05-2007 | 30-04-2008                     |
| Library                                  | Metadata Cataloguer                            | LAWSON, Barbara Jane, M.A. (State University of New York), B.A. (Roch.)                     | 01-06-2007 | 31-05-2010                     |
| Senior Lecturer's Area                   | Administrative Officer                         | LYONS, Kathleen                                                                             | 01-04-2007 | Permanent                      |
| Senior Lecturer's Area                   | Administrative Officer                         | DE BRUNNER, Sorch, B.A., L.L.B. (N.U.I.)                                                    | 01-04-2007 | Indefinite Duration            |
| Senior Lecturer's Area                   | Administrative Officer/Business Analyst        | STEVENSON, Ian, B.Sc. (N.U.I.)                                                              | 24-06-2007 | 23-06-2010                     |
| Senior Lecturer's Area                   | Administrative Officer                         | THORNBURY, Helen, B.A. (St. Patrick's College), M.A. (N.U.I.)                               | 01-04-2007 | Indefinite Duration            |
| Student Counselling Service              | Student Counsellor                             | RASHLEIGH, Charles, B.A. (Bowling Green State University), M.Sc. (Dubl.)                    | 01-06-2007 | Permanent                      |

***Incorporating any amendments approved at subsequent Board meetings***