

**UNIVERSITY OF DUBLIN  
TRINITY COLLEGE  
SCHOOL OF PHARMACY & PHARMACEUTICAL SCIENCES  
SCHOOL COMMITTEE MEETING**

Date	Day	Time	Venue
21 <sup>st</sup> December 2009	Monday	2.30 p.m.	Boardroom, 23 Westland Row

**Present:**

Professors Radomski, Head of School (in the Chair) & Meegan  
Professor Meegan, Drs D'Arcy, Ehrhardt, Frankish, Gilmer, Harkin, Henman, Kamionka, Menezes, McKillen (Biochemistry), O'Driscoll, H Sheridan & Walsh. Ms Roche, Ryder & K Sheridan.  
Dr V Carron (Post-doc/Research Fellow Rep), Ms L Gale & Mr L Gormley (UG Reps)

**Apologies:** Drs Bell (Microbiology), Bradley, Healy, Quigley, Tajber & Ms Finlay

**In Attendance:** School Administrator

	Minutes	Decisions & Actions
1.	<p>The Minutes of the School meeting dated 6<sup>th</sup> October 2009 were signed subject to the following amendments:</p> <p>Under Item <b>1. Intellectual Property</b>, <i>Drs Frankish, Gilmer &amp; Walsh to compile IP guidelines for the School with the assistance of Dr Woods to be replaced with He (Prof Radomski) asked if guidelines could be compiled for the School by Drs Frankish, Gilmer &amp; Walsh with the assistance of Drs Woods. Drs Gilmer and Woods pointed out that the College already had guidelines for IP which worked well and that the School's should not be different.</i></p> <p>Under Item <b>3 C Staffing Matters</b> (final sentence) Replace .... <i>after discussing the matter, the Committee agreed to this course of action. With The Committee agreed to let the SFAs act as guarantor for this purpose.</i></p>	
2.	<p><b>Matters Arising</b> Professor Radomski explained that:</p> <ul style="list-style-type: none"> <li>• A meeting of Heads of School had taken place with the Provost over the issue to defer promotions as he (the Provost) had received a letter indicating that promotion was an essential element in academia.</li> <li>• The Provost's response to Heads had been that College should not challenge the moratorium imposed by the HEA.</li> </ul> <p>The Head reported that:</p> <ul style="list-style-type: none"> <li>• A cut was expected in the core grant of between 10% &amp; 13% in 2010.</li> <li>• Staff pay cuts would be implemented in January 2010. However, it was uncertain whether or not Payroll would be in a position to implement these cuts next month and there was a possibility that College would be subject to double pay cuts in February 2010, if the January deadline was not met.</li> <li>• The Provost had proposed that Heads of School should meet every two months in case there were further changes in College Policy and status and if staff in the School had any queries or issues regarding the moratorium, they should email these to him and he would raise them with the Provost.</li> <li>• Both he and Dr Bradley had had a meeting with the College and Messrs</li> </ul>	<p><b>Contact MR re moratorium queries</b></p>

	<p>Boots Press Officers on the 17<sup>th</sup> December 2009 to discuss the official opening of the new Practice facility.</p> <ul style="list-style-type: none"> <li>• The facility would be operational from March 2010 and the Minister of Health would be invited to officially open it in June 2010.</li> <li>• The following had agreed to sit on the new Science Advisory Board: <ul style="list-style-type: none"> <li>➢ Senator Ivana Bacik</li> <li>➢ Mr John Climax (CEO ICON)</li> <li>➢ Ms Mary Rose Burke (Chief Pharmacist Boots Ireland Ltd)</li> <li>➢ Mr Tim Delaney (Tallaght Hospital)</li> <li>➢ R. Pete Vanderveen (USC)</li> <li>➢ Prof Jan Raaijmakers (Vice President Scientific Collaborations Europe, GlaxoSmithKline)</li> </ul> </li> <li>• The Board would advise on strategic issues of importance to the School.</li> </ul>	<p><b>Official opening PoP facility – June 2010</b></p> <p><b>New Science Advisory Board members</b></p>
3.	<p><b>MPharm/DPharm Programme &amp; the Future of Undergraduate &amp; Postgraduate Teaching</b></p> <p>Professor Radomski indicated that:</p> <ul style="list-style-type: none"> <li>• Both he and Dr Healy had had a meeting on the 7<sup>th</sup> December 2009 with Mr Ambrose McLoughlin and Ms Lorraine Horgan of the PSI.</li> <li>• The reason for requesting the meeting was to ascertain how long the PSI envisaged the current interim arrangement with RCSI would be likely to continue.</li> <li>• The PSI’s response had been very clear i.e. that the situation was not a permanent arrangement and that it would cease in 2011 at which point the Society expected the School to roll out its own integrated programme.</li> <li>• However, there was a lack of clarity with regard to funding.</li> <li>• The PSI would be meeting the CAO and the Dean of Graduate Studies in the New Year to convince them that the interim measure should be part of the MPharm award.</li> <li>• He had also raised the issue of a DPharm with the PSI but he would report to the Committee on this issue at a future date.</li> </ul> <p>The Head then requested Dr Harkin to brief the Committee on their meeting with the Directors of Teaching &amp; Learning Undergraduate &amp; Postgraduate from the School of Engineering which took place on the 18<sup>th</sup> December 2009.</p> <p>Dr Harkin explained that:</p> <ul style="list-style-type: none"> <li>• Engineering was currently in the process of moving from a four-year to a five-year MEng integrated programme.</li> <li>• The School of Engineering would be drawing modules from their existing postgraduate programmes for the new MEng.</li> <li>• It would have an international dimension with students being given the opportunity to study abroad in their fourth year.</li> <li>• Fees from years 1-4 would be free and students were expected to fund their final year.</li> </ul> <p>Professor Radomski emphasised that:</p> <ul style="list-style-type: none"> <li>• The School had no choice but to introduce a five-year MPharm programme and the deadline was 2011.</li> <li>• Both the PSI and College were in favour of a professional Masters.</li> <li>• It was likely that the PEARS Report would endorse the five-year</li> </ul>	<p><b>PSI to meet CAO &amp; Dean of GS, re 5 yr integ. course</b></p>

	<p>programme.</p> <ul style="list-style-type: none"> <li>• The move to an MPharm degree would have implications for the School's current taught postgraduate Master degree courses.</li> <li>• The resource issue had to be addressed and it was important to consider if there would be a market for the MSc in Community Pharmacy once the new MPharm programme was introduced.</li> </ul> <p>After the matter was discussed at some length by the Committee, it was proposed by Professor Radomski that:</p> <ul style="list-style-type: none"> <li>• A working group should be set up to discuss the proposals in depth and to consider what needed to be done.</li> <li>• The group would meet after the PEARS Report had been published in February 2010 at which time it would have six months to come up with a strategy.</li> <li>• In the meantime, he would raise the issue of resources at the next Faculty of Health Sciences' Executive Committee meeting.</li> </ul>	<p><b>New MPharm working group to meet Feb 2010.</b></p> <p><b>Finance re MPharm to be raised with Dean - MR</b></p>
4.	<p><b>Reports</b></p> <p><b>Director of Teaching &amp; Learning Undergraduate</b> The Director of Teaching &amp; Learning Undergraduate was unable to attend.</p> <p><b>Director of Teaching &amp; Learning Postgraduate</b> Dr Harkin reported that:</p> <ul style="list-style-type: none"> <li>• Graduate Studies Committee meetings (22<sup>nd</sup> October &amp; 17<sup>th</sup> December 2009) and one meeting of the School's Postgraduate Teaching &amp; Learning Committee (21<sup>st</sup> October 2009) had taken place.</li> <li>• Post-graduate research applications would be run through PAC from 2010 and new School procedures to facilitate this would be put in place.</li> <li>• Arrangements for student transfers from the MSc to the PhD register and confirmations of students on the PhD register for 2010 were to be arranged in the New Year.</li> <li>• The Postgraduate Symposium had been held on the 14<sup>th</sup> December 2009. Once again the event was successful.</li> </ul> <p>Dr Harkin expressed his thanks to:</p> <ul style="list-style-type: none"> <li>• The presenters, the Postgraduate Student Research Committee and Catherine Coffey for their assistance in organising the event.</li> </ul> <p>He pointed out that:</p> <ul style="list-style-type: none"> <li>• Dr Margaret Woods would be giving a talk on IP to postgraduate students on the 15<sup>th</sup> January 2010.</li> <li>• Dr Ian Nelligan, Training Director in NIBRT, would also be giving a talk to staff and students on the 22<sup>nd</sup> January 2010 on research and training in bio-processing at NIBRT.</li> <li>• A working group had been set up in College to review the modularisation of postgraduate courses and suggestions and comments from Postgraduate Course Co-ordinators would be welcomed by the working group.</li> <li>• A list of PhD graduates had been compiled and would be uploaded onto the School website.</li> <li>• A sub-group had been set up in the School to review the current promotional material and would update as required.</li> <li>• The group had met on the 11<sup>th</sup> December 2009 and consisted of the</li> </ul>	<p><b>IP talk, 15 Jan 10 – PGs</b></p> <p><b>NIBRT talk, 22 Jan 10 - PGs</b></p> <p><b>Comments on module feedback to WG – PG Course Coordinators</b></p> <p><b>Sub-group reviewing</b></p>

	<p>Postgraduate &amp; Undergraduate Directors, I Hook, B Daly and C Coffey.</p> <ul style="list-style-type: none"> <li>• Staff would be consulted in due course and it was hoped to finalise brochures and pamphlets by March 2010.</li> </ul> <p><b>Director of Research</b></p> <p>The Director of Research reported that:</p> <ul style="list-style-type: none"> <li>• Despite repeated requests Lab 1.05 had not been emptied of its contents and 23<sup>rd</sup> December would be the final deadline date.</li> <li>• The AAPS meeting had taken place on November 8-12 in Los Angeles, which was attended by more than 15 TCD researchers. In January 2010 the AAPS Board would meet to discuss our Local Chapter application. If approved, we would receive approximately \$1500 for research student activities.</li> <li>• He was again requesting the Heads of Research Groups to come up with names of speakers for future research seminars.</li> <li>• SFI funding for new projects in 2010 would be €10m for the country as a whole.</li> <li>• Current grants remained unaffected. Research funding would be much more difficult to obtain in future and the only tangible source of funding would be continental Europe.</li> </ul> <p>Dr Ehrhardt, referring the Committee to the memo from the Dean of Health Sciences which he had tabled at the meeting, explained that:</p> <ul style="list-style-type: none"> <li>• 30% of RPM funding would in future be associated with the School's research output and it was up to each School to define its own research metrics.</li> <li>• This proposal had been discussed at the last Research Forum, but the various Research Directors had not been enthused with the idea as there was little clarity, and no consensus had been reached.</li> </ul> <p>Dr Ehrhardt pointed out that:</p> <ul style="list-style-type: none"> <li>• Draft School research criteria had already been drawn up and he undertook to email it to academic staff and they could express their views.</li> </ul> <p>Professor Radomski added that:</p> <ul style="list-style-type: none"> <li>• He would be raising the matter with the Dean of the Faculty and with the Provost as no proper consultation process had taken place.</li> </ul> <p>Dr Ehrhardt reported that:</p> <ul style="list-style-type: none"> <li>• He would be meeting the Treasurer's Liaison Officer, Ms Samantha Maguire, on the 14<sup>th</sup> January 2010.</li> <li>• She had requested that he should raise any systemic or other issues he might have in relation to the Treasurer's Office at the meeting.</li> </ul> <p>If the Committee had any comments or suggestions in relation to their dealings with the Treasurer's Office, he would be happy to raise these at the meeting.</p>	<p><b>promotional material</b></p> <p><b>Lab 105 to be emptied by 23 Dec 09 - All</b></p> <p><b>Speakers' requested for Research Sems – Heads of Research Groups</b></p> <p><b>Draft research metrics to be circulated – CE</b></p> <p><b>Raise new research criteria with Dean - MR</b></p> <p><b>Email queries to CE re TO by 14 Jan 2010 - All</b></p>
5.	<p><b>Any Other Business</b></p> <p>Dr D'Arcy informed the Committee that:</p> <ul style="list-style-type: none"> <li>• The School and several UK universities would be acting as expert advisers to the University of Belgrade as its postgraduate programmes had not been updated for some time.</li> <li>• There would be an opportunity for academic staff to travel to Serbia and <i>vice versa</i>.</li> </ul>	<p><b>Opportunity re upgrade of PG courses, Belgrade – Academics</b></p>

	<ul style="list-style-type: none"><li>• She was currently involved in the programme together with Dr Menezes and Ms Ryder and there was the opportunity for others to become involved too.</li></ul> <p>Professor Radomksi signalled that:</p> <ul style="list-style-type: none"><li>• Arising out of the Away-Day, the Executive and School Committee Minutes, once approved, would be available on the School's website.</li><li>• Minutes would be available to staff in the School and to student representatives only.</li></ul>	<b>Exec &amp; School Mins to be put on web – LT</b>
	<p style="text-align: center;"><u>Mark Radomksi</u></p> <p><b>Signed:</b></p>	<b>Date:</b> 11.2.2010