

ACADEMIC COUNCIL

MINUTES

11 December 2013

2.00-2.30 p.m. in AG01

PRESENT:

L Barry
C Bohan
M Brennan
P Breerton
J Bruen
M Byrne
J Carroll
K Casey
E Costello
J Costello
M Crane
B Daly
R Devery
John Doyle
H Esmonde
S Fox

M Glynn
E Guilfoyle (VPAA/Chair)
S Ingle
I Kavanagh
B Kelly
L Looney
C Mac Murchaidh
L McDermott (Secretary)
C McDonagh
Á McGillicuddy
A McGrady
P McMorro
C McMullan
P McNally
D Molloy

G Murphy
M Nic Giolla Mhichíl
P Ó Duibhir
M O'Brien
Ciarán O'Connor
Naoimh O'Reilly
C Palin-Stewart
A Prendergast
C Renehan
M Roantree
J Stokes
A Stover
R Tobin
S Wickham
P Willis

APOLOGIES:

J Brunton
P J Byrne
E Connolly
B Corcoran
Y Crotty
J Dowling
B Flood

A Harvey
D Kenny
J Lynch
B MacCraith (President)
E McGlynn
B McMullin

G Moore
K Moran
J O'Hara
K Rafter
D Reynolds
A Sinnott

1. Adoption of agenda

The agenda was adopted subject to the deferral of Item 7 to the 12 February 2014 meeting of Council.

A: Minutes and related issues**2. Minutes of the meeting of Academic Council of 9 October 2013**

The minutes were confirmed and were signed by the Chair.

3. Matters arising

- 3.1** Noted that copies of *Academic Roles and Responsibilities in Graduate Research* had been made available to supervisors and to first-year research students and would also be made available, shortly, to second-year research students. Additional copies can be requested from the Graduate Studies Office also. (Item 3.1)
- 3.2** Noted that a report had been made on behalf of the Registry to the meeting of the Graduate Research Studies Board of 28 November 2013 on the pilot online annual progress report process for research students, and that it was intended that this process would be made available on an online basis for all students in all Faculties in Summer 2014. Noted that account would need to be taken of possible resourcing issues in the event that it proved necessary to implement further technical changes. (Item 3.3)
- 3.3** Noted that the Marks and Standards subgroup of the University Standards Committee would shortly reconvene to discuss in detail an issue that had arisen at Academic Council and subsequently been discussed, in broad outline, by the USC. The exact composition of the subgroup, for this purpose, will shortly be known. (Item 3.4)
- 3.4** Noted that the registers of members of Academic Council and its three main subcommittees (the Education Committee, the University Standards Committee and the Graduate Research Studies Board) had been finalised apart from a very small number of outstanding matters, and that the revised registers were available on line with the exception of one, which would be placed on the web once a technical issue had been resolved. (Items 7 and 8)
- 3.5** Noted that the post-PAB amendments to marks following the September 2013 Progression and Awards Board meetings had related to less than 1% of the total of marks processed prior to and at the PABs in the University. Noted that future reports to Council in respect of PABs would include information on the exact percentage of

- total marks processed that were represented by post-PAB amendments. Noted that a pilot project was under way in relation to the uploading of continuous assessment marks directly from Moodle to ITS (which would reduce data entry requirements and probably, as a consequence, the possibility of errors) and that any staff member who was not already involved in the pilot but would be interested in taking part was welcome to contact Dr Glynn or one of his colleagues in the Learning Innovation Unit. (Item 10)
- 3.6** Noted that, following a nomination process, Professor Anne Scott had been identified as the Academic Council professorial representative of the Faculty of Science and Health on the Academic Promotions Committee for the period November 2013 to October 2016. (Item 13.1)
- 3.7** Noted that the situation with respect to the reading out, or otherwise, of thesis titles at graduation ceremonies would be kept under review with the aim of having these titles read out as and when feasible in terms of the timings of ceremonies. Noted that some graduands had expressed disappointment that the titles had not been read out at the November 2013 ceremonies. Noted that very positive feedback had been received in respect of the inclusion of thesis titles in the Convocation Booklet and that this practice would be continued for future ceremonies irrespective of whether or not the titles were read out. (Item 13.2)
- 4. Minutes of the meetings of the Education Committee of 4 September 2013 and 2 October 2013**
- Approved.
- 5. Minutes of the meeting of the University Standards Committee of 12 September 2013**
- Approved.
- 6. Minutes of the meetings of the Graduate Research Studies Board of 9 September 2013 and 17 October 2013**
- Approved. With respect to Item 6 of the minutes of the meeting of 9 September 2013, on guidance for recruitment of research students, Dr Looney noted that it was hoped that this guidance would prove useful to Schools on an ongoing basis.

B: Policy and strategy issues**7. President's report**

Deferred to the meeting of 12 February 2014.

8. Revised provisions and regulations on Higher Doctorates

8.1 Dr Looney noted that the first award of a Higher Doctorate (a DSc) had been made at one of the graduation ceremonies on Saturday 9 November 2013. On the basis of the experience of working through the provisions and regulations in preparation for making this particular award, the desirability of making some amendments, and in particular of making explicit some issues/procedures that had previously been implicit, had become apparent. Dr Looney expressed appreciation to colleagues in the Faculty of Science and Health who had been proactive in making suggestions in this regard.

8.2 Dr Looney noted the main features that had been subject to revision as being the following:

- there is now provision for informal discussion between a potential candidate and the relevant Dean of Faculty prior to the submission of a formal application
- it is stipulated that formal application must be made to the relevant Dean of Faculty via the Registry
- the membership of the Review Group, and the level of seniority that must be evident in the membership, is explicit
- there is provision for alternate assessors if necessary
- there is explicit alignment between procedures for Higher Doctorates and standard procedures for research awards generally with respect to approval of recommendations for award
- the thesis format is described in detail.

8.3 With respect to the placing of Higher Doctorates on DORAS, the procedure has to be different from that which obtains with respect to theses generally. Because the material presented for examination will already have been published and been subject to copyright, what will be made available on DORAS is the synopsis followed by a list of publications. The publications themselves will not be made available on DORAS.

8.4 The revised provisions and regulations were approved.

8.5 The Chair expressed appreciation, on behalf of Council, to Dr Looney and all others involved in the drafting of the revised provisions and regulations, especially members of the Graduate Research Studies Board and the Faculty of Science and Health.

9. Proposed Academic Calendar 2014/15

- 9.1** Approved. Noted that the reference in the accompanying memorandum to ‘the last week in September’ should be replaced by a reference to ‘the last full week in September’. Noted that the move to an earlier commencement date for Semester 1 lectures would help to bring practice in the University in line with practice in the partner institutions in the context of the incorporation process as well as with practice in the 3U partner institutions.
- 9.2** The proposal to confirm dates in June and July 2014, in the Academic Calendar 2013/14, was approved subject to the replacement of ‘Friday 11 July’ by ‘Monday 14 July’ as the closing date for lodging of appeals so as to ensure that there are ten full days between the promulgation of results and this closing date.

C: Items for formal approval/noting**10. Items from recent meetings of subcommittees of Academic Council**

Approved.

11. Validation report: MSc in Public Policy

Approved.

12. Accreditation report: MSc in Chronic Disease Management

Approved.

13. Report from Winter 2013 Examinations/Progression and Awards Boards

Approved.

14. Reports from Appeals Boards for taught programmes 2013

Noted.

15. Report from the Appeals Subcommittee of the Graduate Research Studies Board

Noted.

16. Report from the Disciplinary Committee

Noted.

17. Any other business

None.

Date of next meeting:

<p>Wednesday 12 February 2014 2.00 p.m. in AG01</p>
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Signed: _____
President

Date: _____