

ACADEMIC COUNCIL

MINUTES

Wednesday, 9 June 1999

at 2:00pm in AG 01

Minutes of the ninth meeting of the sixth statutory Academic Council held on 9 June 1999.

PRESENT:

D O'Hare (Chairman)	J Carroll (Deputy Chairman)	A Brady
T Brady	K Brennan	F Buckley
E Buffet	A Burke	J Canavan
S Clyne	M Clynes	F Corcoran
E Cunningham (SU)	C Curran	M Egan
S Fox	D Gray	G Hamilton
S Hashmi	M Henry	J Hurley
P James	B Leavy	C Long
C Lynch	M MacConmara	L MacMathúna
B McMullin	P McNamara	A Meade
K Monks	A Morrissey	T Moynihan
C Ó'Coigligh	R O'Kennedy	C Ó'hÓgartaigh
B Pierce	A Pratt	V Ruddy
H Ruskin	A-M Ryan	R Saunders
M Scott	A Sinnott	A Smeaton
P Travers	B Trench	A Wickham

APOLOGIES:

P Barker	P Burke	L Davis
K Devenney	P Donlon	J Dowling
A N Glynn	E Holt	B Kehoe
E Kennedy	E O'Halpin	O O'Reilly
J Ryan	M Smyth	J Van Genabith

1. ADOPTION OF AGENDA

(Ref: AC99/M3/1)

The Agenda was adopted subject to the inclusion of two matters under 'any other business'. The Chairman welcomed new member Dr Ciarán Ó'Coighligh from St Patrick's College. *Note: During the discussions on the Agreement for Institutional Linkage with Mater Dei Institute of Education (item 12 of the Agenda), the Chairman paid tribute to Father Sam Clyne, who is standing down as President of St Patrick's College on 31 August 1999, for all his work with the University since the signing of the linkage agreement in September 1993. He also congratulated Dr Páuric Travers on his appointment as the incoming President of St Patrick's College and wished him every success in his new role.*

2. MINUTES OF THE 7 APRIL 1999 MEETING OF ACADEMIC COUNCIL

(Ref: AC99/M3/2)

The minutes of the meeting of 7 April 1999 were approved and signed by the Chairman.

3. MATTERS ARISING FROM THE MINUTES OF ACADEMIC COUNCIL

(Ref: AC99/M3/3)

a. THE UNIVERSITY'S SEMESTER CALENDAR:

(Ref: AC99/M2/11)

In view of the strength of the opposition to a change in the semester calendar, the Chairman advised that this matter was now closed but he encouraged Mr Chris O'Malley to consult with the Impact Assessment Working Group on Modularisation & Semesteriation on other suggestions relating to modularisation and semesterisation that were being put forward and also, when completed, the survey conducted by the Class Representatives Group within the Student Union. If, in the opinion of the Working Group, worthwhile proposals were emerging, then they should be formulated and presented to Academic Council at the 9 June 1999 meeting.

b. MARKS & STANDARDS 1999:

(Ref: AC99/M2/12)

Subject to the removal of Regulation 52 (g) and some minor grammatical amendments to Regulations 65, 71 and 79,

Academic Council approved the *Marks & Standards* for University Awards 1999 (Part A: General Regulations).

c. THE UNIVERSITY'S APPEALS PROCESS:

(Ref: AC99/M2/13.2)

Subject to the removal of the final clause in 12.6 (d), namely ``*In no case shall examination answer papers be made available to candidates for the purposes of an appeal*'', Academic Council approved revised regulations for the University's appeals process. The Registrar undertook to present the modified set of Examination Regulations for noting by Academic Council at a future meeting.

d. PROPOSAL FOR AN INSTITUTIONAL LINKAGE WITH MATER DEI:

(Ref: AC99/M2/15)

The 7 April 1999 meeting of Academic Council agreed: to convey to Mater Dei a generally positive and open disposition towards the proposed institutional linkage; to enhance the membership of the negotiating team to include representation from Humanities and Education and also from St Patrick's College; and to request the expanded team to consider the substantial issues raised during the wide-ranging discussions and to return to Academic Council with a revised proposal. The Chairman invited members of Academic Council to submit to him any ideas or concerns that they might have on the linkage agreement at the earliest opportunity.

4. REPORTS FROM STANDING COMMITTEE OF ACADEMIC COUNCIL

a. MINUTES OF THE 1 APRIL 1999 MEETING

(Ref: AC99/M3/4.1)

Noted.

b. MINUTES OF THE 6 MAY 1999 MEETING

(Ref: AC99/M3/4.2)

Noted.

5. MATTERS ARISING FROM THE MINUTES OF STANDING COMMITTEE

(Ref: AC99/M3/5)

Members of Academic Council are reminded that the endorsement of Academic Council is required in respect of recommendations and decisions made by Standing Committee. While this is normally achieved by adoption of the relevant minutes, it is important for Academic Council to note items of special significance contained within these minutes.

a. FACULTY/COMMITTEE/PROGRAMME BOARD MINUTES

(ref. AC-SC99/M4/4)

The Chairpersons of the relevant Programme Boards have been advised of the decisions of Standing Committee of Academic Council in respect of the specific issues raised in the minutes for consideration.

b. APPOINTMENT OF EXTERNAL EXAMINERS

(ref. AC-SC99/M4/5)

The Registrar reported that invitations had been issued to the various External Examiners recommended for appointment for Research Degrees and for Taught Programmes. *In the context of its current deliberations on the appointment of research external examiners, Standing Committee requested that the Research Committee also consider the appropriateness of appointing the same external examiner to two or more PhD theses in the same period of time.*

c. PROPOSED APPOINTMENT OF FORMER DCU LECTURER AS EXTERNAL EXAMINER

(ref. AC-SC99/M3/7.2.2)

Standing Committee received a request from the Head of the School of Computer Applications to re-consider its 1 April 1999 decision to reject the nomination of a former member of staff from the School, as the proposed External Examiner for a Master's thesis submitted by a student from the School of Computer Applications. Standing Committee recommended that the decision should stand in the interests of the student and on the basis that the proposed external examiner has been, until very recently, a member of the University staff and could therefore be deemed not to be sufficiently independent for the purposes of external examination. *It was acknowledged at the meeting on 9 June 1999 that the University will need to establish some guidelines to assist Supervisors and Heads of School with their decision-making in respect of appointments.*

d. EXAMINATION REGULATIONS - SCREENING PROCESS FOR APPEALS

(ref. AC-SC99/M4/6)

Standing Committee agreed to stipulate 2 working days as the appropriate period of time (following the relevant closing date for the submission of appeals) by which decisions to reject manifestly unfounded appeals shall be notified to candidates and this will be incorporated into the current version of Regulation 12.11(b) of the Examination Regulations.

e. REGULATIONS FOR POSTGRADUATE DEGREES BY RESEARCH & THESIS

(ref. AC-SC99/M4/7)

Prior to submitting a revised document to Academic Council for formal approval, Standing Committee noted the amended regulations, including those relating to the role of Faculty Research Boards in dealing with annual progress reports.

f. ACADEMIC STRUCTURES 1999/2000

(ref. AC-SC99/M4/10)

Standing Committee noted a tabular summary of the incremental changes to existing modules and programmes for the 1999/2000 academic year. It was agreed that the Registrar's Office would tabulate the changes approved through Programme Board minutes on an ongoing basis during the year and that these would then be incorporated into the end-of-March submission to Standing Committee to ensure, as far as possible, that this latter presentation represented the totality of module and programme changes for the academic year in question.

g. PROGRESSION ARRANGEMENTS FOR IBL/IML2 JAPANESE STUDENTS

(ref. AC-SC99/M4/11.2)

- Standing Committee requested that the Programme Board revise its progression arrangements as it considered it unfair that students who were available to re-sit failed IBL2 or IML2 modules at the Autumn sitting immediately following the Japanese placement were prevented to do so on the basis that they should not be allowed to complete the programme within 4 calendar years (for reasons of comparability with corresponding students on the other language streams).

- Standing Committee requested the Programme Board to re-consider its 1997 decision to raise the pass mark for certain language modules on the programme from 40% to 50%.
- Standing Committee further advised that it should assess the impact of its regulation governing attendance whereby students of IBL Japanese and IML Japanese are required to attend at least 80% of their classes in order to be eligible to sit for their end-of-semester module examinations.

Note: Standing Committee of Academic Council approved the 50% pass mark and 80% attendance regulations in December 1997.

h. REPORTS AND RECOMMENDATIONS FROM VALIDATION COMMITTEE

(ref. AC-SC99/M4/11.1)

Standing Committee of Academic Council approved a report from Validation Committee for the proposed **BSc in Science Education** from the Schools of Chemical Sciences, Education Studies and Physical Sciences.

6. REPORTS AND RECOMMENDATIONS FROM ACCREDITATION BOARDS

Academic Council approved the following reports from the University's Accreditation Boards:

a. BSc IN MULTIMEDIA

SCHOOL OF COMMUNICATIONS

(Ref: AC99/M3/6.1)

b. MSc IN MULTIMEDIA (CONTENT APPLICATIONS & DESIGN)

SCHOOL OF COMMUNICATIONS

(Ref: AC99/M3/6.2)

c. GRADUATE DIPLOMA/MA IN INTERCULTURAL STUDIES

SCHOOL OF APPLIED LANGUAGE & INTERCULTURAL STUDIES

(Ref: AC99/M3/6.3)

d. **BSc IN SPORT SCIENCE & HEALTH**

FACULTY OF SCIENCE & PARAMEDICAL STUDIES

(Ref: AC99/M3/6.4)

e. **BSc IN SCIENCE EDUCATION**

FACULTY OF SCIENCE & PARAMEDICAL STUDIES

(Ref: AC99/M3/6.5)

f. **GRADUATE DIPLOMA/MBS IN SAFETY & HEALTH AT WORK**

DUBLIN CITY UNIVERSITY BUSINESS SCHOOL

(Ref: AC99/M3/6.6)

As the *Safety & Health at Work* report was tabled at the meeting, the Registrar drew the attention of Academic Council to the additional award title of MBS which was added following the recommendations of the Accreditation Board. The Chairman complimented the proposers when noting the Accreditation Board's wishes to convey to Academic Council its high praise of the proposal, pointing to its recognition of the clear need for the programme and the expertise of the staff to deliver it.

7. **MARKS & STANDARDS 1999**

(Ref: AC99/M3/7)

Academic Council noted the final version of the amended *Marks & Standards 1999* which will be effective in full from the 1999/2000 academic year.

8. **EXAMINATION REGULATIONS**

(Ref: AC99/M3/8)

Academic Council noted the final version of the amended *Examination Regulations* which include a number of important amendments relating to the appeals process.

9. **REGULATIONS FOR POSTGRADUATE DEGREES BY RESEARCH & THESIS**

(Ref: AC99/M3/9)

Academic Council noted the recently-amended version of the academic regulations for postgraduate degrees by research and thesis, including those relating to the role of the Registrar's Office in the application and registration procedures and the role of Faculty Research Boards in dealing with annual progress reports.

10. PROPOSED QUALIFICATIONS (EDUCATION & TRAINING) BILL 1999

(Ref: AC99/M3/10)

Academic Council noted a briefing document from the Registrar which summarised the main elements of planned legislation concerning the granting of further and higher education awards for the non-university sector which was published on Wednesday, 3 March 1999, by Minister for Education and Science, Micheál Martin. Entitled the Qualifications (Education & Training) Bill, the legislation will establish a national qualifications framework for the first time for all higher education and training outside the university system and for all further education and training, including adult, continuing and community education and training. The proposed framework will promote quality and assist students to progress between courses and institutions. In addition, the Bill proposes protection for the interests of students in cases where private colleges cease to operate.

11. JEAN MONNET PROJECT - SELECTION 1999:

(Ref: AC99/M3/11)

Commenting on the results of the University's applications of funding in the framework of the 1999 selection of the Jean Monnet Project, the Chairperson paid tribute to the DCU proposers and, in particular, to Ms Kay MacKeogh for her successful application for a European Module on *European Civil Society* under the Project's European Political Science heading.

12. PROPOSAL FOR INSTITUTIONAL LINKAGE: MATER DEI

(Ref: AC99/M3/12)

- The Chairman reminded the meeting that, on 7 April 1999, he had sought and obtained the agreement of Academic Council to expand the membership of the negotiating team to include representation from the Faculties of Humanities and Education, and from St Patrick's College. It was agreed also that the Chairman should request the expanded group to consider the substantial issues raised during the discussions and to return to Academic Council with a revised proposal. In accordance with this decision, the membership of the Exploratory Group was reconstituted to include Mr John Canavan, Dean of the Joint

Faculty of Education; Professor John Carroll, Registrar; Professor Chris Curran (Chairman); Dr Conor Long, Dean of Research; Professor Tony Moynihan; and Dr Pauric Travers, Dean of the Joint Faculty of Humanities.

- The Chairman of the expanded Exploratory Group, Professor Chris Curran, advised Academic Council that, at the April 7 meeting, concerns were expressed with respect to institutional ethos and mission, academic freedom and standards. The document which he presented to the meeting provided details of the work of the Exploratory Group and its meeting with representatives of Mater Dei Institute of Education, and addressed the major issues of concern, including the governance of Mater Dei, its academic programmes, its staff and the question of academic freedom, the Institute's Facilities, and other issues such as the maintenance of the secular ethos of the University.
- Professor Chris Curran proposed and Professor Tony Moynihan seconded a proposal that the draft Agreement for Institutional Linkage be adopted. Academic Council approved the proposal following a ballot in which 31 members were in favour, 10 were against and there were 3 abstentions. The Agreement was approved subject to the following amendments:
 - The inclusion in Section III (d) after "Particular emphasis in this connection would be directed to inter-institutional teaching and research" of the text "and the strengthening of support structures for research at Mater Dei and their linkage to the University".
 - The inclusion in Section IV, paragraph 2, after "¼ shall be one in which the identity of the Institute is maintained and its Catholic ethos preserved", of the text "and in which the secular ethos of the University is maintained".
 - The insertion of a new subsection (d)(iii) in Section VIII under Staff of the Institute:

(e) "Mater Dei fully subscribes to academic freedom as defined in the Universities Act 1997, Sections 14.1 and 14.2.

13. PROPOSAL TO ESTABLISH A RESEARCH ETHICS COMMITTEE

(Ref: AC99/M3/13)

Academic Council approved in principle a proposal from the Dean of Research to establish a Research Ethics Committee to deal with ethical issues arising from research conducted within the University and research undertaken by individuals or groups associated with the University. In noting that the membership of this new Committee will include the members of the University's Research Committee, together with such experts as the Committee considers necessary, Academic Council urged the Dean of Research to return to the next meeting with

further elaboration on a number of issues. These included the rationale for a separate Committee (rather than enhancing the terms of reference of the Research Committee to include research ethics); a description of the process by which ethical issues will be brought to the attention of, and considered by, the Committee; and practices in other universities which could inform Academic Council's consideration of the matter. *In recognising that a wider consideration of ethics merited attention at some point, the Chairman invited members to write to him setting out their views on ethics generally and how issues might be discussed and dealt with.*

14. PROPOSAL FOR ACCREDITATION ARRANGEMENT: ALL HALLOWS

(Ref: AC99/M3/14)

- The Registrar introduced documentation to the meeting in response to a request from All Hallows College to accredit its academic programmes. He advised the meeting that a DCU Advisory Group had been established in May to respond to the accreditation request and facilitate exploratory discussions with All Hallows College. The Group was chaired by the Registrar, Professor John Carroll, and its membership included Professor Farrel Corcoran, Professor Chris Curran, Dr Gerry McNamara, Professor Tony Moynihan and Dr Páuric Travers.
- All Hallows College is seeking an accreditation arrangement from Dublin City University for two main reasons. Firstly, as it is a designated institute under the NCEA, it considers that the publication of the new *Qualifications (Education & Training) Bill 1999*, which will abolish the NCEA and create a new Higher Education Training & Awards Council, provides a natural watershed in its relationship with the NCEA and that university accreditation is more appropriate for its graduates to equip them with the necessary skills and qualifications for the next millennium. Secondly, it looks to DCU as a neighbouring university with an outreach to North Dublin and with a common interest in human development programmes and adult education, especially for disadvantaged students.
- The Registrar advised that, in order to give effect to such an arrangement, Academic Council is being asked to approve a Memorandum of Understanding between the University and All Hallows College which would set out the arrangements for programme accreditation, student registration, appointment of external examiners, and university awards. If approved, such a memorandum would apply to those students who commence programmes in All Hallows College in the academic years immediately following the date of signing of the agreement. A draft copy of the Memorandum of Understanding was included in the documentation.

- o Academic Council approved the establishment of the proposed accreditation arrangements.

15. ACADEMIC CALENDAR ISSUES

. MINOR AMENDMENT TO 2000/2001 START DATE

(Ref: AC99/M3/15.1)

The Registrar advised Academic Council that the starting date for the 2000/2001 academic year will be 25 September 2000 which was juxtaposed with the alternative date of 2 October 2000 in the Academic Calendar published in December 1998.

a. REQUEST BY BSc IN COMPUTER APPLICATIONS FOR A DEROGATION FROM THE SEMESTER CALENDAR

(Ref: AC99/M3/15.2)

Academic Council approved a request from the BSc in Computer Applications and BSc in Computational Linguistics Programme Boards for a derogation from the University's Semester Calendar for the next three academic years, namely 1999/2000, 2000/2001 and 2001/2002 respectively. Professor Tony Moynihan, Chairperson of the Computer Applications (Day) Programme Board, gave an undertaking to ensure that the final year of the programmes would conform to the semester calendar by the end of the three-year period in question.

16. ANY OTHER BUSINESS

. OFFICIAL SCHEDULE OF MEETINGS

- i. Part I: University Committee Meetings

(Ref: AC99/M3/16.1.1)

Noted.

- ii. Part II: Programme Board Meetings

(Ref: AC99/M3/16.1.2)

Noted.

a. TEACHING & LEARNING COMMITTEE

(Ref: AC99/M3/16.2)

Dr Barry McMullin, Dean of Teaching & Learning, advised the meeting of his work on the re-constitution of the University's Teaching & Learning Committee and his plans to bring forward a detailed proposal on organisation, membership and terms of reference to the 13 October 1999 meeting of Academic Council.

In the meantime, he requested the advice and suggestions of colleagues in his formulation of this proposal.

b. FINAL MEETING FOR FATHER SAM CLYNE

(Ref: AC99/M3/16.3)

In noting that this would be his final Academic Council meeting, Father Sam Clyne, who is standing down as President of St Patrick's College on 31 August 1999, paid tribute to the role of Dr O'Hare, as President and as Chairman of Academic Council, in negotiating the linkage agreement with St Patrick's College. He also thanked the members of Academic Council for their collegial spirit.