ACADEMIC COUNCIL

MINUTES

Wednesday 9 October 2002

2.00-4.00 p.m. in AG01

PRESENT:

P Barker	S Hashmi	E O'Connell
D Beirne	J Horgan	C Ó hÓgartaigh
F Blin	P James	B Pierce
D Brabazon	B Kehoe	A Pratt
P Brereton	B Kelly	P Preston
J Bruton	J Kerrane	B Quilty
F Buckley	B Leavy	W Richardson
E Buffet	L Looney	M Roantree
P Burke	T Madigan	M Ryan
J Burzlaff	B McCulloch	T Ryan
J Carroll	L McDermott	R Saunders
G Carty	C McDonagh	R Scaife
J Canavan	P McGee	M Shine Thompson
E Cassidy	E McGlynn	M Smyth
M Clynes	G McGuinness	T Szecsi
I Coyne	B McMullin	B Trench
E Cunningham	M Moloney	D Tully
E Doyle	M Moriarty	R Verbruggen
B Flood	T Moynihan	F von Prondzynski (Chairman)
L Gallagher	S Ní Mhaolrúnaigh	P Walsh
M Gannon	C Nic Pháidín	R Watson

APOLOGIES:

C Bohan	E Kennedy	N O'Connor
D Diamond	C Kenny	H Ruskin
J Dowling	L Mac Mathúna	P Sheehan
M Duffy	T McCarthy	A Sinnott
O Finlayson	K Monks	A Smeaton
A N Glynn	J Morris	D Vender
M Henry	J Murray	A D Wood

OBSERVER:
G Barry

Action

1.   **Adoption of agenda**

The agenda was adopted subject to the renaming of Item 12 as 'Report on admissions process'.

2.   **Minutes of the meetings of Academic Council of 12 June and 28 June 2002**

The minutes were confirmed and signed by the Chairman.

3.   **Matters arising from the minutes of Academic Council**

3.1   **University structures**
        (Item 12 of meeting of 12 June 2002)

It was <u>agreed</u> that a draft proposal on the future structure of Academic Council would be circulated by the Registrar to Heads and Professors and would be discussed by Academic Council at its meeting of 11 December 2002.
                                                                                              Registrar

3.2   **Guidance in relation to medical certificates**
        (Item 13 of meeting of 12 June 2002)

The Registrar reported that a group co-ordinated by Mr Michael Moriarty was in the process of drafting a proposal.   **Michael Moriarty**

4.   **Minutes of meetings of Academic Council Standing Committee**

4.1   **Minutes 4 July 2002**

<u>Noted</u> and <u>approved</u>.

4.2   Minutes 5 September 2002

Noted and approved.

5.   Matters arising from the minutes of Standing Committee

5.1   Report on the pilot initiative on Mathematics support for Access students (Item 17.1 of meeting of 5 September 2002)

The Registrar reported on the outcome of the pilot programme and thanked Dr Noel Murphy and his colleagues for their work on it. It was noted that the School of Mathematical Sciences also had an interest in the development of the project.

6.   Validation recommendation: Certificate/Diploma/Bachelor of Business Studies (Dublin City University Business School)

Approved. Noted that this programme included the option of exit at certificate or diploma level as well as degree level. This is in accord with our strategy on lifelong learning, and should be considered for other programmes.

7.   Accreditation recommendations

7.1   BA in Languages for International Communication (School of Applied Language and Intercultural Studies)

Approved. Noted that the Accreditation Board had met on 13 September 2002, not 15 May 2002 as stated in its report.

7.2   Diploma/BSc in Information Technology (Oscail)

Approved.

8.   Current register of Academic Council members

Noted, though the Registrar requested that amendments be conveyed to Ms Valerie Cooke so that she could make a corrected version available electronically to members.

9.   Register of accredited programmes

Noted.

10.   Proposal for half degree programmes

Approved. Agreed that Programme Boards interested in offering either of the options should contact the Registrar. Noted that the practice of referring to 'half degrees' should be discontinued as it did not reflect the intention expressed in the proposal.

11.   Report on examination process

11.1   Proposals on anonymous marking

Noted. Agreed, following a vote, that work on anonymous marking would continue. Agreed that the Working Group on Anonymous Marking would present a report to the 11 December 2002 meeting of Academic Council. Agreed that the report would include a detailed description of the operational procedures and administration of the bar code system together with estimated costs, an evaluation of its accuracy and error potential and the checking mechanisms involved, and an evaluation of other systems in use in other higher education institutions. Agreed that, if possible, reference would be made in the report to marking by module rather than by programme.

11.2   Checking of examination papers

Agreed that, at its meeting of 11 December 2002, Academic Council would be asked to decide whether or not the practice of checking examination papers should be continued. Agreed that Ms Phylomena McMorrow would prepare a paper exploring possible options for the location of the check.

Phylomena McMorrow

11.3   Revision of *Marks and Standards*

Noted that work was ongoing on the revision of *Marks and Standards*.

11.4   Provision of statistical information

Noted that work was ongoing on the provision of more detailed statistical information relating to examinations. Agreed that the various requests for information made by members of Academic Council would be incorporated

into this work and that any further requests should be conveyed to Margaret O'Flanagan of the Registry for incorporation.

11.5   Summary of recommendations

<u>Agreed</u> that the Registrar would circulate to members, electronically, a summary of the recommendations made in the report on the examinations process.   **Registrar**

12.   Report on admissions process

<u>Noted.</u> <u>Agreed</u> that the Registrar would put in place procedures to ensure that, for all programmes offered through the CAO system, minimum entry requirements would be expressed in terms of minimum points scores as well as grades to be achieved in specific subjects.   **Registrar**

13.   Report from Director of Quality Promotion

<u>Noted.</u>   Dr Walsh explained that the peer review reports arising from the quality review of each School and Unit would be available online from November 2002 in respect of quality reviews conducted after February 2002.

14.   Personal tutor system

<u>Noted.</u> <u>Agreed</u> that Items 2.1 and 2.2 would be amended to reflect the fact that tutor allocation is done in Faculties and not by the Registry.   **Registrar**

15.   Any other business

None.

Date of next meeting:

Wednesday 11 December 2002
2.00 p.m. in AG01

Signed: _____   Date: _____
                   Chairman