

ACADEMIC COUNCIL – STANDING COMMITTEE

MINUTES

THURSDAY, 6 APRIL 2000
AT 9:00 AM IN EXECUTIVE MEETING ROOM

PRESENT: Dr P Barker (Chairperson), Dr K Monks, Prof R O’Kennedy, Dr A N Glynn,
Mr B Kehoe, Dr T Ryan, Dr L MacMathuna, Mr J Dowling

APOLOGIES: Dr C Long, Mr S Derby

1. ADOPTION OF AGENDA

The agenda was adopted without amendment.

2. MINUTES OF MEETING OF 2 MARCH 2000

The minutes of the meeting of 2 March 2000 were adopted and signed by the Chairperson.

3. MATTERS ARISING FROM THE MINUTES

3.1 PROGRAMME BOARD MINUTES

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.

3.2 APPOINTMENT OF EXTERNAL EXAMINERS

Invitations have been issued to the various External Examiners recommended for appointment for Research Degrees and for Taught Programmes.

3.3 APPOINTMENT OF INTERNAL & EXTERNAL EXAMINERS FOR POSTGRADUATE PROGRAMMES

Registrar to speak with Brian MacCraith and Jim Murray and bring paper to next meeting

3.4 MSc IN THE MANAGEMENT & APPLICATIONS OF IT IN ACCOUNTING

Registrar to follow-up on response from Chairperson.

3.5 PROGRAMME BOARD MINUTES

Registrar to write to all Programme Board Chairpersons requesting the following is implemented regarding Programme Board minutes.

- *Draft Programme Board Minutes to be sent within one month of the meeting to the Registrar's Office for inclusion at the next Standing Committee of Academic Council. Any subsequent changes made in the minutes must be reflected in the minutes of the following Programme Board Meeting under the heading "**Minutes of Previous Meeting**".*
- *Any items in the minutes to be considered by Standing Committee of Academic Council should be highlighted in **BOLD**.*
- *Programme Board Chairs should include on their agendas the consideration of an appropriate policy relating to penalties to be applied by Lecturers on the late submission of assignment by students.*
- *Programme Board Chairs should include on their agendas the noting of the adoption by their programme of the Code of Best Practice and should consider the implications for their programme.*
- *Where exemptions are granted to transfer Students; request student numbers to be noted in minutes.*

4. FACULTY/COMMITTEE/PROGRAMME BOARD MINUTES

- 4.1 Programme Board: BEng in Mechanical & Manufacturing Engineering, BEng in Computer Aided Mechanical & Manufacturing Engineering, BEng in Manufacturing Engineering with Business Studies, BEng in Medical Mechanical Engineering, 24/11/99
Noted.
- 4.2 Programme Board: BSc in Sport Science & Health, 14/12/99
Noted. Request to note student ID numbers under item 4
- 4.3 Programme Board: BSc in Biotechnology, 15/12/99
Noted.
- 4.4 Programme Board: Graduate Diploma/Masters in Biological Sciences, 15/12/99
Noted.
- 4.5 Programme Board: BSc in Applied Physics, BSc in Physics with French/German, 20/12/99
Chairman to discuss item 5 with Dr. V Ruddy, regarding concern at the failure to allow Common Entry students ease of transfer into AP2. Extract from minutes follows:
“Common Entry into Science in AP2
It was agreed that no structure changes would take place to AP2 to facilitate CES1 students. However, it was agreed that extra tutorial support in Physics modules would be provided to help them recoup any disadvantages. An advisory meeting with participation by all schools will be arranged approximately 4 weeks into Semester 2 to discuss options with students”.
- 4.6 Programme Board: BA in Journalism, 21/12/99
Noted.
- 4.7 Programme Board: MA in International Relations, 26/01/00
Noted.

- 4.8 Programme Board: BA in Applied Languages, 16/02/00
Academic Council noted draft changes to Exam Board Regulations. It was noted that examination regulations should not be rigid and should accommodate innovative and non-standard programmes while adhering to the “*Marks & Standards for University Awards 1999*”.. However, in considering the draft proposals, Academic Council - Standing Committee is concerned that the Programme Board should endeavour to (i) make the regulations as straight forward and comprehensive as possible (ii) avoid, as far as possible, references to vague statements such as “make good progress” and “the Board may consider students”, (iii) consider again, the equity of not allowing compensation in language modules, especially where there is exit velocity. In finalising the draft, it would be helpful if the Programme Board could highlight the changes it proposes be made.
- 4.9 Programme Board: MBS in Accounting, 01/03/00
Noted.
- 4.10 Programme Board: Graduate Diploma/MA in Intercultural Studies, 01/03/00
Noted.
- 4.11 Programme Board: BA in Communication Studies, 01/03/00
Noted.
- 4.12 Programme Board: Professional Diploma in Accounting, 08/03/00
Noted.
- 4.13 Programme Board: BEng in Electronic Engineering, BEng in Telecommunication Engineering, 08/03/00
Noted.
- 4.14 Programme Board: Graduate Diploma/MEng in Electronic Systems, 15/03/00
Agreed that Structure Developments noted under point 2, proceed to Academic Council.

5. APPOINTMENT OF EXTERNAL EXAMINERS:

5.1 APPOINTMENT OF EXTERNAL EXAMINERS: TAUGHT PROGRAMMES

Standing Committee approved the underlisted nominations for appointment as the external examiner for the indicated modules/taught programmes:

- 5.1.1. Prof JA Heffron, NUI Cork
BSc in Analytical Science: Biology related topics
- 5.1.2. Prof I Mason, Heriot-Watt University
Graduate Diploma/MA in Conference Interpreting (French)
- 5.1.3. Dr OJ Serrano, University of Granada
Graduate Diploma/MA in Conference Interpreting

5.2 APPOINTMENT OF EXTERNAL EXAMINERS: RESEARCH STUDENTS

Standing Committee approved the underlisted nominations for appointment as the external examiner for the indicated postgraduate research students:

- 5.2.1. Prof I Wallace, University of Bath
Student no. 96971347, MA, School of Applied Languages & Intercultural Studies
- 5.2.2. Prof PW Hemker, University of Amsterdam
Student no. 96970359, PhD, School of Mathematical Sciences

6. PROPOSED CHANGES TO ACADEMIC PROGRAMMES

Standing Committee approved proposed changes for the following:

6.1. MBA (EXECUTIVE)

Approved as applied for.

6.2. MBA (INTERNATIONAL)

Approved as applied for.

6.3. MSc IN THE MANAGEMENT OF OPERATIONS

Approved as applied for.

7. MARKS & STANDARDS – BA IN HUMANITIES & BEd PROGRAMMES: ST PATRICK’S COLLEGE, DRUMCONDRA

Approved.

8. PROPOSED CHANGES TO LEVELS & TITLES OF UNIVERSITY AWARDS: ST PATRICK’S COLLEGE, DRUMCONDRA

Dr Liam MacMathúna to report back to Academic Council Standing Committee and provide relevant names for the Accreditation Board or Programme Review Committee.

Approved as follows:

- the Programme Boards for the Certificate in Remedial Education and the Diploma in Special Education submit programme documentation which includes a rationale for the proposed changes in both the award levels and award titles;
- in each case, an Accreditation Board (or Programme Review Committee), consisting of independent and external peer reviewers, be appointed by Academic Council to review programme documentation in order to adjudicate on whether the programme designed to lead to the academic award of a specified level meets the nationally and internationally accepted requirements for that award (*it should be possible to conduct the review through the post*);
- the membership of the Accreditation Boards (or Programme Review Committees) include one or two members of the corresponding 1994 Boards in addition to some completely independent international experts;
- Academic Council is requested to adopt the recommendations from the peer review process.

9. EQUAL OPPORTUNITIES POLICY FOR PEOPLE WITH DISABILITIES

Agreed that Mr Barry Kehoe, Head of Student Affairs, would seek advice from AHEAD and the Equality Authority to ensure that all angles have been covered. It was then agreed that this proposal would go forward to the June meeting of Academic Council. Note: it was noted that this policy maybe subject to review when the Equality Officer is appointed. Congratulations were extended to Mr Barry Kehoe for bringing this important policy forward.

10. ANY OTHER BUSINESS

There were no items considered under ‘any other business’.

Date of Next Meeting:

Thursday, 4 May 2000

Signed: _____
Chairman

Date: _____