

ACADEMIC COUNCIL – STANDING COMMITTEE

MINUTES

THURSDAY, 7 September 2000
AT 9:00 AM IN EXECUTIVE MEETING ROOM

Present: Dr P Barker (Chairperson), Mr J Dowling, Mr L Doyle, Mr B Kehoe, Mr J Kerrane, Dr L MacMathuna, Dr B McMullin, Dr J Murray, Professor Richard O’Kennedy, Dr T Ryan

Apologies: Dr C Long, Dr K Monks.

1. Adoption of agenda

The agenda was adopted, subject to the inclusion of additional material relating to agenda items 5 and 6.

2. Minutes of meeting of 6 July 2000

The minutes of the meeting of 6 July were adopted and signed by the Chairperson.

3. Matters arising from the minutes

Follow-up actions arising from the minutes per the attached schedule were reported, as were the underwritten:

3.1 Support package for Mature Students

The Chairperson reported that Mike Egan has resigned and that work on the development of a support package has stalled as a result. Some limited material has been issued to students.

3.2 International Desk and University’s Strategic Plan

The Chairperson reported that a meeting with the President has been arranged to progress the issue.

3.3 Applied Languages Exam Board Guidelines

The guidelines have been forwarded by the Programme Board to Standing Committee. They were reviewed and the following points noted:

Guideline 4: Needs to clarify the number of resit examinations that a student can pass to qualify for an honours grade.

Guideline 11: Should specify that penalties for late submission of assignments are to be mandated by module co-ordinators rather than the Programme Board. It should also specify how information on such penalties are to be disseminated to students.

3.4 Guidelines on Minutes

The Chairperson noted that she is setting up a workshop for Programme Board Chairs and Faculty Admins on how to manage and conduct meetings, including the art of minute taking.

3.5 Changes to levels and titles of University Awards: St Patrick's

Liam MacMathuna outlined to the meeting that a reclassification of the Certificate in Remedial Education and the Diploma in Special Education to Graduate Diploma status, following external validation, has been undertaken to ensure that they are of equal status to similar awards in other institutions. Standing Committee agreed to recommend that this reclassification be recognised by Academic Council with immediate effect for the current intake of students. The question of the retrospective application of this reclassification will need to be revisited.

4 Faculty/Committee/Programme Board Minutes

- 4.1 Programme Board: Teaching and Learning Committee, 17/02/00. Noted.
- 4.2 Programme Board: Teaching and Learning Committee, 29/05/00. Noted.
- 4.3 Programme Board: MSc in Multimedia, 24/05/00. Noted. Chairperson to raise with Programme Board its assertion that the SU Code of Best Practice should only apply to undergraduate courses (item 6 b).
- 4.4 Programme Board: BSc in Science Education, 23/06/00. Noted. Chairperson to raise the timetabling difficulties associated with the SU Code of good practice at Heads.
- 4.5 Programme Board: BSc in Applied Physics, BSc in Physics with a Language, 23/06/00. Noted.
- 4.6 Programme Board: BSc in Analytical Science, BSc in Applied Chemistry, BSc in Chemistry with a Language, MSc in Instrumental Analysis, 27/06/00. Standing Committee noted in particular the temporary changes to the Chemistry with a Language Year 2 structure for 2000-1 (item 2.4); the changes to the core Analytical Science modules (item 4) and the change of title to the

- 4.7 Pure and Applied Chemistry Programme (item 6). These and the other proposed changes to the AS and AC programmes will require re-accreditation.
- 4.8 Programme Board: Diploma in Nursing (General), 27/06/00. Standing Committee noted in particular the Assessment Schedule for Year 1 Cohort (2000).
- 4.9 Programme Board: MA in Political Communication, 28/06/00. Standing Committee noted that the meeting was invalid because of the low attendance.
- 4.10 Programme Board: BA in Applied Languages, 28/06/00. Noted.
- 4.11 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, 28/06/00. Noted.
- 4.12 Programme Board: BEng in Mechatronic Engineering, 28/06/00. Standing Committee noted the appointment of a new Programme Board Chairperson, Jennifer Bruton.
- 4.13 Programme Board: Joint BEng in Electronic Engineering and Telecommunications, 29/06/00. Noted.
- 4.14 Programme Board: BSc in Multimedia, 29/06/00. Noted.
- 4.15 Programme Board: Diploma in Nursing, 29/06/00. Noted.
- 4.16 Programme Board: Joint Diploma in Nursing (Psychiatric), 29/06/00. Noted.
- 4.17 Programme Board: BEng/MEng in Electronic Systems (European), 30/06/00. Standing Committee noted the replacement of module EE415 by EE425 on the ES4 programme.
- 4.18 Programme Board: Graduate Diploma/MEng in Electronic Systems/Telecommunications Engineering, 30/06/00. Noted.
- 4.19 Programme Board: BA in Journalism, 30/06/00. Noted. The Chairperson informed the meeting that she was in discussion with Patrick Kinsella over the Applications Process for direct applicants (item 2), including preparing guidelines for interviewing prospective students and the role of academics therein.
- 4.20 Programme Board: MA in Journalism, 30/06/00. Noted.
- 4.21 Programme Board: Joint Diploma in Nursing (Mental Handicap), 30/06/00. Standing Committee noted the External Examiners' request for more statistical data on individual questions (item 7.3), but agreed that the question would have to be looked at in the broader context of providing more information generally on DCU broadsheets.
- 4.22 Programme Board: Graduate Diploma/MA in Intercultural Studies, 06/07/00. Noted.

5 Appointment of external examiners

5.1. Appointment of external examiners: taught programmes

The following external examiners were approved:

- 5.1.1 Prof F Mitchell, University of Edinburgh
Management Accounting Modules

5.2. Appointment of external examiners: postgraduate research programmes

The following external examiners were approved:

- 5.2.1 Prof D Kiberd, UCD
Student no. 94971455, PhD, School of Applied Languages & Intercultural Studies
- 5.2.2 Dr E O'Connor, University of Ulster
Student no. 94001464, MBS, DCU Business School
- 5.2.3 Prof S Cubitt, Liverpool John Moore's University
Student no. 98971158, MA, School of Communication Studies
- 5.2.4 Prof S Cubitt, Liverpool John Moore's University
Student no. 98970011, MA, School of Communication Studies and Student no. 95971416, MA, School of Communication Studies
(Chairperson to consult School on the advisability of using the same individual more than once)
- 5.2.5 Prof D Williams, Liverpool John Moore's University
Student no. 96971495, PhD, School of Electronic Engineering
(Chairperson to advise School on the need for an additional internal examiner)
- 5.2.6 Prof T Tchrakian, St Patrick's College Maynooth
Student no. 96970812, MSc, School of Mathematical Sciences
- 5.2.7 Dr S Clark, Sheffield Hallam University
Student no. 94971099, PhD, School of Physical Sciences
- 5.2.8 Dr R Hemsworth, NBI Group
Student no. 96970014, PhD, School of Physical Sciences
- 5.2.9 Prof G Cockerham, Sheffield Hallam University
Student no. 97971065, PhD, School of Mechanical & Manufacturing Engineering
- 5.2.10 Dr R Crampton, Sheffield Hallam University
Student no. 95971637, MEng, School of Mechanical & Manufacturing Engineering
- 5.2.11 Dr D M J Harris, University of Ulster
Student no. 97970034, MEng, School of Mechanical & Manufacturing Engineering
- 5.2.12 Prof. N. Steele, Coventry University
Student no. 94970297, PhD. School of Computer Applications

6. Special case admissions to MBS in HR Strategies, MSc (research) Qualifier, MA in Translation Studies, MBS in Accounting, MSc in Investment and Treasury, IMBA and Corporate MBA for Irish Life and Permanent Plc

6.1 MBS in HR Strategies

Standing Committee approved a request from the Programme Board to admit 3 students (50202235, 50202332, 50202936), on the basis of qualifications other than a primary degree.

6.2 MSc Qualifier

Standing Committee ratified the decision of the Faculty of Science and Health's research board to permit student 99195921 to register for an MSc by research, as the student has duly completed the requirements laid down in respect of the MSc qualifying examination process.

Standing Committee also recommended that the Registry would examine the issue of putting in place a masters qualifier code on the Academic Structure on the ITS system to better facilitate staff and students who wish to use this route to postgraduate research in the future.

6.3 MA in Translation Studies

Standing Committee approved a request from the Programme Board to admit a student (50180614), who missed the H2.2 minimum required in her primary degree by 0.8%, on the basis of a successful written test and interview.

6.4 MBS in Accounting

Standing Committee approved a request from the Programme Board to admit a candidate who is a lecturer in the Centre for Accounting Studies in Lesotho, who is well qualified academically and professionally but who does not strictly meet the criteria set out for admission to the programme.

6.5 MSc in Investment and Treasury

Standing Committee approved a request from the Programme Board to admit 3 students (50200623, 50200666, 50204947), on the basis of qualifications other than a H2.2 primary degree.

6.6 IMBA

Standing Committee approved a request from the Programme Board to admit a candidate who fulfils all the requirements saving that it is not clear whether her primary degree is at honours level. The application is strongly endorsed by ESB-Reutlingen, a partner university of DCU.

6.7 Corporate MBA for Irish Life and Permanent Plc

Standing Committee approved a request from the Programme Board to admit 8 students (ILP1 through ILP8), on the basis of good work experience and various professional qualifications.

7. Revised Accreditation Board: Graduate Diploma in Legal Studies

Standing Committee approved the Law & Government Group's proposal to replace Professor Ivana Bacik of TCD with Professor A. M. Hol of the University of Utrecht.

8 Processing of Annual Progress Report Forms (PGR2)

Jennifer Butler's paper was approved by Standing Committee. PGR2 forms will be evaluated at School level from henceforth, copies of which will be submitted to the Registry by 31 of August each year. In addition, Heads of School will be required to recommend approval for continued progression of individual students and to provide the Registry with a summary report of the same by 31 August. Supervisors will advise the Registry of students who have been deemed to have made unsatisfactory progress and will therefore not register in the following year. Students have the right to appeal to the Research Committee or Academic Council against any recommendations made by his/her supervisor. All postgraduate research students should receive a copy of their Annual Progress report.

9 Graduate Diploma in IT: Course structure changes and proposal for a derogation from Marks and Standards

Standing Committee approved the course changes involving modules CA 587, CA589, CA583 and CA597 and the derogation from Marks and Standards. Students who fail one or more courses at their first attempt will now be eligible for an honours classification provided that all courses are passed by the autumn repeats of the student's first year.

10. Application for module exemptions: BSc in Computer Applications (Evening)

Exemptions for the following modules were approved by Standing Committee on the recommendation of the Programme Board:

AC106 - for those with a Bsc in Computer Systems or a National Certificate in Computing

CA103 - for those with a National Certificate in Computing

CA165 - for those with a National Certificate in Computing

EE198 - for those with an Advanced Technician Diploma in Telecommunications and Electronics Engineering

11. AOB

11.1 Rate of Pay for External Lecturers

The Chairperson agreed to raise the issue of the rate of pay of external lecturers at a Heads meeting.

Date of Next Meeting: 5 October 2000

Signed: _____
Chairperson

Date: _____