

# ACADEMIC COUNCIL – STANDING COMMITTEE

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## MINUTES

THURSDAY, 2 NOVEMBER 2000  
AT 9:00 AM IN EXECUTIVE MEETING ROOM

**Present:** Dr P Barker (Chairperson), Mr J Dowling, Dr A Glynn, Mr B Kehoe, Mr J Kerrane, Dr L MacMathuna, Dr B McMullin, Dr J Murray, Dr T Ryan.

**Apologies:** Dr C Long, Dr K Monks, Professor R O’Kennedy.

**1. Adoption of agenda**

The agenda was adopted, subject to the inclusion of additional items tabled by the Chairperson under AOB.

**2. Minutes of meeting of 5 October 2000**

The minutes of the meeting of 5 October were adopted and signed by the Chairperson subject to the following amendment: Items 3.5 should read ‘The draft guidelines on the retention and disposal of examination scripts were discussed and no amendments, apart from the removal of the last sentence in the opening paragraph entitled ‘Background’, were recommended. It was agreed, however, that they should be passed to the Teaching and Learning Committee for further discussion and refinement, before they are tabled at Academic Council’.

**3. Matters arising from the minutes**

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

**3.1 Draft Guidelines for co-ordination of assessments and projects and on retention and disposal of examination scripts**

The Chairperson reported that the Teaching and Learning committee had raised many issues and made many suggestions to improve the documents. She extended her thanks to them and will incorporate their suggestions in the revised drafts to follow.

**3.2 Workshops for Personal Tutors and Review of Guidelines for Personal Tutor System**

Barry Kehoe reported that work was proceeding on both fronts. In particular, Personnel have been alerted of the need to institute a workshop to train tutors.

### 3.3 IMBA Programme Board Minutes of 20 September 2000

These have now formally been approved by the requisite number of Board members.

## 4 Faculty/Committee/Programme Board Minutes

- 4.1 Programme Board: Bachelor of Nursing Studies (Distance Education), 11/02/00. Noted.
- 4.2 Programme Board: MSc/Graduate Diploma in Computer Applications for Education, 26/04/00. Noted. Jim Murray will look at the feasibility of introducing an additional Appeals Board following the January Examination Boards to allow masters students the chance to appeal the results of dissertations submitted in December, rather than waiting until the Summer Appeals Board sits.
- 4.3 Programme Board: MA/Graduate Diploma in Translation Studies, 12/07/00. Noted.
- 4.4 Programme Board: BSc in Mathematical Sciences, BSc in Financial and Actuarial Mathematics, 14/07/00. Noted. Standing Committee approved the revised structure for the BSc in Financial and Actuarial Mathematics, but the Registrar will seek clarification as to whether the number of credits students are expected to take in Years 2, 3 and 4 exceeds the University standard of 60.
- 4.5 Programme Board: MSc/Graduate Diploma in Computer Applications for Education, 18/09/00. Noted.
- 4.6 Programme Board: BA in Accounting and Finance, 19/09/00. Noted. The Chairperson will discuss with the Programme Chair the issue of whether the revised structure for the programme will require an external review.
- 4.7 Programme Board: BA in Journalism, 22/09/00. Noted. The Chairperson will seek clarification as to whether the Programme Board's policy on plagiarism is consistent with the University's policy (item 5). The Board's decision to allow Year 4 students to repeat the Current Affairs module because 'it's effectively a new module every year' (item 6) also requires further clarification. In addition, the restructured course (item 13) may need to be externally reviewed or re-accredited.
- 4.8 Programme Board: Bachelor of Business Studies, 27/09/00. Standing Committee noted the Board's decision to allow an access student to sit module AC102 for a fifth time.
- 4.9 Programme Board: MSc in Work and Organisational Psychology, 09/10/11. Standing Committee noted and approved the new assessment schedule.
- 4.10 Programme Board: BSc in Applied Computational Linguistics, 11/10/00. Standing Committee noted the External Examiner's comments on the lack of English language skills among the students and the Board's decision to monitor standards from henceforth.
- 4.11 Programme Board: BSc in Applied Computational Linguistics (Standing Committee Programme Board Meeting), 12/10/00. Standing Committee noted the Board's decision in regard to student 97006173.

- 4.12 Programme Board: MSc in Electronic Commerce (Business and Technical), 19/10/00. Noted.

## **5 Appointment of external examiners**

### **5.1. Appointment of Examiners: Taught Programmes**

- 5.1.1. Prof M Chambers, University of Ulster.  
Modules on Diploma in Nursing. Approved.
- 5.1.2. Prof S Porter, QUB  
Modules on Diploma in Nursing. Approved.
- 5.1.3. Prof G O'Sullivan, UCD.  
BSc in Applied Physics, BSc in Physics with a Language. Approved.
- 5.1.4. Dr R McCullough, QUB  
BSc in Applied Physics, BSc in Physics with a Language. Approved.
- 5.1.5. Dr W Whyte, Baltimore Technologies  
MSc in Electronic Commerce (Technical). Approved.
- 5.1.6. Prof N Brown, University of Ulster (Extension of term)  
BSc in Analytical Science, BSc in Pure and Applied Chemistry, BSc in Chemistry with a Language. Approved.

### **5.2. Appointment of Examiners: Postgraduate Research Students**

- 5.2.1. Prof D Heffernan, NUI Maynooth  
Student no. 98970895, MSc, School of Computer Applications. Approved.

## **6. Postgraduate Research Students**

### **6.1 Applications to Transfer to PhD Register**

- 6.1.1 Student No. 97970689, School of Chemical Sciences. Approved.
- 6.1.2 Student No. 96970588, School of Chemical Sciences. Approved.

### **6.2 Special Case Application to PhD Register**

An application has been received by the School of Mathematical Sciences from a candidate who seeks direct entry to the PhD register. The applicant does not hold a master's degree by research but has three qualifications at masters taught level. The application was supported by Professor Wood in Mathematical Sciences and was approved by Standing Committee.

### **6.3 Transfer from Single to Joint Supervision**

Student No. 94426082, School of Electronic Engineering. This application is necessary because the student's supervisor, Dr L Murphy, is moving to UCD. It was approved by Standing Committee.

**7. AOB**

**7.1 Appointment of Examiners: Taught Programmes**

Professor D. O'Maidhin, University of Limerick  
BSc in Computer Applications (Day). Approved.

**7.2 Module Exemptions: BSc in Computer Applications**

Standing Committee approved the list of module exemptions forwarded by the Programme Board chairperson.

**Date of Next Meeting: 7 December 2000**

Signed: \_\_\_\_\_  
Chairperson

Date: \_\_\_\_\_