ACADEMIC COUNCIL – STANDING COMMITTEE

MINUTES

Thursday 1 July 2004

9.00-10.00 a.m. in AG01

Present: Dr Seán Marlow (Chair), Mr Mícheál Mac Conmara, Ms Louise McDermott (Recording Secretary), Dr Liam Mac Mathúna, Dr Ronnie Saunders

Apologies: Ms Brenda Gaughan, Professor Martin Henry, Professor David Jacobson, Dr Paraic James, Professor Maria Slowey

1.   Adoption of agenda

The agenda was adopted subject to the inclusion of one additional submission under Item 5.1, eight additional submissions under Item 5.2, one additional submission under Item 6.2 and one submission under Item 12.

2.   Minutes of the meeting of 3 June 2004

Confirmed and signed by the Chairperson.

3.   Matters arising from the minutes

3.1   Follow-up actions from the last meeting were reported.

3.2   <u>Noted</u> that the proposal on procedures to be adopted when teaching family members or other people in relation to whom a conflict of interest might arise had been discussed by Academic Council at its meeting of 9 June 2004. It is now to be discussed by Executive and, subsequently, by Academic Council again.   (Item 3.4)

3.3   <u>Noted</u> that discussions were ongoing with the Research Advisory Panel about possible interruptions to funding in cases where research students interrupt their studies. (Item 3.5)

3.4   <u>Noted</u> that, while a suggestion had been made by the Programme Board for the BA in Journalism that the Department of Education and Science might be approached for information on the standards of written English of students who obtain a higher-level honours grade in the subject, no approach had in fact been made. (Item 4.4)

3.5   <u>Noted</u> that the possibility of using videoconferencing for *viva voce* examinations was one that would require detailed debate and that an initial discussion might take place at a future meeting of Standing Committee. (Item 5.2.1)

3.6   <u>Agreed</u> that the Registry would be requested to analyse recent cases in which members of staff had presented for examination for research degrees, thereby necessitating the appointment of two external examiners rather than one, with a view to establishing whether or not it would be possible to consider introducing some flexibility with regard to the number of external examiners required in such situations. (Item 5.2.1)

3.7   <u>Noted</u> that the full *curriculum vitae* requested in respect of a nominated external examiner had been submitted. The nomination was therefore <u>approved</u>. (Item 5.2.4)

3.8   *Noted* that the PGR9 form (Application for Direct Entry to the PhD Register) had been revised slightly and that it was intended that a similar form would be devised to cater for applications for direct entry to Master's degrees by research. (Item 6)

3.9   <u>Agreed</u> that, where an applicant for direct entry to the PhD register is adequately qualified at Master's level, no account needs to be taken of his/her qualifications at primary degree level and therefore no request needs to be made to Standing Committee to consider the application on an exceptional basis. Item 2.6 of *Academic Regulations for Postgraduate Degrees by Research and Thesis* will be revised accordingly. (Item 6.5.2)

3.10   <u>Noted</u> that the revised proposal on notional learning time within modules would be discussed by Standing Committee at a future date. (Item 13)

4.   Faculty/Committee/Programme Board minutes

   4.1   Programme Board: Graduate Diploma/MSc in Biological Sciences, 03/03/04. <u>Noted</u> and <u>approved</u>.
   4.2   Joint Programme Board: programmes in the School of Physical Sciences, 10/03/04. <u>Noted</u> and <u>approved</u>.

      4.3.1   Programme Board: BSc in Sports Science and Health, 10/03/04. <u>Noted</u> and <u>approved</u>.

      4.4   Programme Board: BSc in Science Education, 23/03/04. <u>Noted</u> and <u>approved</u>.

      4.5   Joint Programme Board: programmes in the School of Chemical Sciences, 25/03/04. <u>Noted</u> and <u>approved</u>.

      4.6   Programme Board: BSc in Education and Training, 21/06/04. <u>Noted</u> and <u>approved</u>.

      4.7   Programme Board: Graduate Diploma/MSc in Education and Training Management, 21/06/04. <u>Noted</u> and <u>approved</u>.

<u>Agreed</u> that, at the beginning of the academic year 2004/05, the guidelines on minute-writing would be recirculated to Programme Chairs and Faculty Administrators, as quite some time has elapsed since they were last circulated.

<u>Agreed</u> that, where decisions were made to offer a previously full-time programme on a part-time basis, or *vice versa*, it would be desirable that Validation Committee be involved, and that this recommendation would be brought to the attention of the Task Force on Committee Structures.

5.   **Appointment of external examiners**

    5.1   **Taught programmes**

    5.1.1   *Reappointment*
         Dr S Caffrey, Trinity College Dublin
         MA in Holistic Development for Pastoral Ministry, All Hallows College
         <u>Approved.</u>

    5.1.2   *Reappointments*
         Professor J Grimson, Trinity College Dublin
         Professor A McGettrick, University of Strathclyde
            Graduate Diploma/MSc in Computer Applications for Education
         Professor T Anderson, University of Ulster
            Graduate Diploma/MSc in Computer Applications
         <u>Approved.</u>

    5.1.3   *Reappointment*
         Dr Ann Long, University of Ulster
         Bachelor of Nursing Studies, Oscail
         <u>Approved.</u>

    5.1.4   *Reappointment*
         Dr Richard Millar, University of Ulster
         BEng in Digital Media Engineering
         <u>Approved.</u>

5.2 Postgraduate research students

5.2.1   Dr R Straubinger, State University of New York
        Student ref. SC/2004/A7/5.2.1, PhD, NICB/School of Biotechnology
        Approved.
5.2.2   Dr G M Grant, George Mason University
        Student ref. SC/2004/A7/5.2.2, PhD, NICB/School of Biotechnology
        Approved.
5.2.3   Dr K Kavanagh, National University of Ireland, Maynooth
        Student ref. SC/2004/A7/5.2.3, PhD, NICB/School of Biotechnology
        Approved.
5.2.4   Dr R Darcy, University College Dublin
        Student ref. SC/2004/A7/5.2.4, PhD, School of Chemical Sciences
        Approved
5.2.5   Professor P Jones, University of Plymouth
        Student ref. SC/2004/A7/5.2.5, PhD, School of Chemical Sciences
        Approved.
5.2.6   Professor W van Bennekom, University of Utrecht
        Student ref. SC/2004/A7/5.2.6, PhD, School of Chemical Sciences
        Approved.
5.2.7   Dr D J Raine, University of Leicester
        Student ref. SC/2004/A7/5.2.7, MSc, School of Physical Sciences
        Approved.
5.2.8   Dr Susan Trussler, University of Scranton
        Student ref. SC/2004/A7/5.2.8, MA, School of Applied Language and
        Intercultural Studies
        Approved.
5.2.9   Dr D O'Mahoney, National University of Ireland, Galway
        Student ref. SC/2004/A7/5.2.9, MEng, School of Mechanical and
        Manufacturing Engineering
        Approved.
5.2.10 Dr J Robinson, University of Limerick
        Student ref. SC/2004/A7/5.2.10, PhD, School of Mechanical and
        Manufacturing Engineering
        Approved.
5.2.11 Professor B Batchelor, University of Wales Cardiff
        Student ref. SC/2004/A7/5.2.11, MEng, School of Electronic Engineering
        Approved.
5.2.12 Dr F Devitt, National University of Ireland, Maynooth
        Student ref. SC/2004/A7/5.2.12, MEng, School of Electronic Engineering
        Approved.

5.2.13 Professor J McGeogh, University of Edinburgh
        Student ref. SC/2004/A7/5.2.13, PhD, School of Mechanical and
        Manufacturing Engineering
        Approved.
5.2.14 Professor H Leino-Kilpi, University of Turku, Finland, and
        Dr J Rycroft-Malone, Royal College of Nursing Institute, Oxford
        Student ref. SC/2004/A7/5.2.14, MSc, School of Nursing
        Approved.
5.2.15 Dr E Lewis, University of Limerick
        Student ref. SC/2004/A7/5.2.15, MSc, School of Physical Sciences
        Approved.
5.2.16 Dr P Dunne, University College Dublin
        Student ref. SC/2004/A7/5.2.16, PhD, School of Physical Sciences
        Approved.
5.2.17 Professor L Baranyi, University of Miskolc, Hungary
        Student ref. SC/2004/A7/5.2.17, MEng, School of Mechanical and
        Manufacturing Engineering
        Approved.
5.2.18 Professor M Ahmad, University of Teesside
        Student ref. SC/2004/A7/5.2.18, MEng, School of Mechanical and
        Manufacturing Engineering
        Approved.
5.2.19 Professor G Cockerham, Sheffield Hallam University
        Student ref. SC/2004/A7/5.2.19, MEng, School of Mechanical and
        Manufacturing Engineering
        Approved.
5.2.20 Professor G Cockerham, Sheffield Hallam University
        Student ref. SC/2004/A7/5.2.20, MEng, School of Mechanical and
        Manufacturing Engineering
        Approved.
5.2.21 Dr M Akay, University of Ulster
        Student ref. SC/2004/A7/5.2.21, PhD, School of Mechanical and
        Manufacturing Engineering
        Approved.
5.2.22 Dr M Akay, University of Ulster
        Student ref. SC/2004/A7/5.2.22, MEng, School of Mechanical and
        Manufacturing Engineering
        Approved.
5.2.23 Dr A Moore, Trinity College Dublin
        Student ref. SC/2004/A7/5.2.23, MEng, School of Electronic Engineering
        Approved.

5.2.24 Dr J Logan, University of Limerick
        Student ref. SC/2004/A7/5.2.24, MA, School of Communications
        Approved.
5.2.25 Professor K Parahoo, University of Ulster
        Student ref. SC/2004/A7/5.2.25, PhD, Dublin City University
        Business School
        Approved.
5.2.26 Professor P Mars, University of Durham
        Student ref. SC/2004/A7/5.2.26, PhD, School of Electronic Engineering
        Approved.
5.2.27 Dr M Denman, Sheffield Hallam University
        Student ref. SC/2004/A7/5.2.27, MEng, School of Mechanical and
        Manufacturing Engineering
        Approved.
5.2.28 Professor H Somers, UMIST
        Student ref. SC/2004/A7/5.2.28, PhD, School of Computing
        Approved.
5.2.29 Dr G Ryder, Institute of Technology, Tallaght
        Student ref. SC/2004/A7/5.2.29, MEng, School of Mechanical and
        Manufacturing Engineering
        Approved.
5.2.30 Dr O Muldoon, Queen's University, Belfast
        Student ref. SC/2004/A7/5.2.30, MBS, Dublin City University
        Business School
        Approved.
5.2.31 Dr T Veale, University College Dublin
        Student ref. SC/2004/A7/5.2.31, PhD, School of Computing
        Approved.
5.2.32 Professor L Cuthbert, Queen Mary, University of London
        Student ref. SC/2004/A7/5.2.32, PhD, School of Electronic Engineering
        Approved.
5.2.33 Dr M Burke, Trinity College Dublin
        Student ref. SC/2004/A7/5.2.33, MEng, School of Electronic Engineering
        Approved.
5.2.34 Professor M Morgan, University of Leeds
        Student ref. SC/2004/A7/5.2.34, PhD, School of Biotechnology
        Approved.
5.2.35 Dr J Sullivan, University College Dublin
        Student ref. SC/2004/A7/5.2.35, MSc, School of Chemical Sciences
        Approved.
5.2.36 Professor H H Thorp, University of North Carolina
        Student ref. SC/2004/A7/5.2.36, PhD, School of Chemical Sciences
        Approved.

5.2.37   Dr B Cody, University College Dublin
         Student ref. SC/2004/A7/5.2.37, MA, All Hallows College
         Approved.
5.2.38   Dr B Flanagan, Milltown Institute
         Student ref. SC/2004/A7/5.2.38, MA, All Hallows College
         Approved.
5.2.39   Professor L Gorman, Trinity College Dublin
         Student ref. SC/2004/A7/5.2.39, PhD, Dublin City University
         Business School
         Approved.

Agreed that the issue of external examiners' expenses would be discussed with the
Director of Registry with a view to establishing whether any changes to the current
procedures should be recommended.

Agreed that, as far as possible, the members of Standing Committee should be referred
to online *curriculae vitae* of nominated external examiners and that photocopying of
curriculae vitae should take place only where absolutely necessary.

Agreed that the Freedom of Information Officer would be requested for advice in
relation to the blanking out of students' names and ID numbers on all forms.

6.   Postgraduate research matters

6.1   Application for direct entry to the PhD register

6.1.1   Student ref. SC/2004/A7/6.1.1, School of Law and Government
         Engineering
         Approved.
6.1.2   Student ref. SC/2004/A7/6.1.2, School of Applied Language and Intercultural
         Studies
         Approved.
6.1.3   Student ref. SC/2004/A7/6.1.3, School of Mechanical and
         Manufacturing Engineering
         Approved.

6.2   Applications to transfer to the PhD register

6.2.1   Student ref. SC/2004/A7/6.2.1, School of Computing
         Approved.
6.2.2   Student ref. SC/2004/A7/6.2.2, School of Electronic Engineering
         Approved.

6.2.3   Student ref. SC/2004/A7/6.2.3, School of Electronic Engineering
         Approved.
6.2.4   Student ref. SC/2004/A7/6.2.4, School of Applied Language and Intercultural
         Studies
         Approved.
6.2.5   Student ref. SC/2004/A7/6.2.5, School of Chemical Sciences
         Approved.
6.2.6   Student ref. SC/2004/A7/6.2.6, School of Electronic Engineering
         Approved.

6.3   Request for change of supervisor

6.3.1   Student ref. SC/2004/A7/6.3.1, School of Electronic Engineering
         Approved.
6.3.2   Student ref. SC/2004/A7/6.3.2, School of Electronic Engineering
         Approved.

6.4   Request for special-case admission to Master's degree by research

6.4.1   Student ref. SC/2004/A7/6.4.1, Centre for Sports Science and Health
         Approved.
6.4.2   Student ref. SC/2004/A7/6.4.2, School of Mechanical and
         Manufacturing Engineering
         Approved.

6.5   Request for re-registration under 'write-up' status for 2004/05

6.5.1   Student ref. SC/2004/A7/6.5.1, Centre for Sports Science and Health
         Approved.

**7.   Request for special-case admissions (School of Law and Government -
         five candidates)**

         Approved.

8.   Requests for exemption from modules

         None.

9.   Request in relation to module substitution (School of Mechanical and Manufacturing Engineering)

Approved.

10.   Report on frequency of appointment of external examiners

Noted.

11.   Proposed stand-alone module from School of Nursing

Approved.

12.   Request to incorporate new programme option (BA in Languages for International Communication - English) on to the International Foundation Certificate

Approved.

Date of next meeting: Thursday 2 September 2004

Signed: _____   Date: _____
             Chairperson