ACADEMIC COUNCIL – STANDING COMMITTEE

MINUTES

THURSDAY, 1 February 2001
AT 9:00 AM IN EXECUTIVE MEETING ROOM

Present: Dr Patricia Barker (Chairperson), Mr Hugo Brady, Professor Martin Henry, Dr David Jacobson, Dr Paraic James, Mr Micheal MacConmara, Dr L MacMathuna, Dr B McMullin, Dr Sean Marlow, Dr J Murray, Dr Ronnie Saunders

Apologies: Dr C Long, Mr Paul Sheehan

Prefatory Remarks: The Chairperson opened the meeting by welcoming the newly elected members of the Standing Committee of Academic Council. She briefly outlined the roles and functions of the Committee, which are summarised in a document that she distributed to its members.

1. **Adoption of agenda**
   The agenda was adopted, subject to the inclusion of two additional items tabled by the Chairperson and Hugo Brady under AOB.

2. **Minutes of meeting of 7 December 2000**
   The minutes of the meeting of 7 December 2000 were adopted and signed by the Chairperson.

3. **Matters arising from the minutes**

   Follow-up actions arising from the minutes were reported by the Chairman, the key items being:

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

   The Chairperson presented revised drafts to the meeting, which incorporated a number of revisions suggested by the Teaching and Learning Committee. Members of Standing Committee suggested additional amendments. The documents, including these latest revisions, will now be passed to Academic Council

3.2   Termination of MCAE Programme

The Chairperson reported on the background to this development. Due to falling numbers, a trend which is unlikely to be reversed, the School of Computer Applications has decided to terminate this programme with effect from the beginning of the next academic year. As the course has already been advertised in the Faculty booklet, any applicants who apply will be offered the opportunity to register for the Grad Dip/MSc in Computer Applications.

3.3   Guidelines for Minute Writing

The Chairperson presented draft guidelines on minute writing for discussion by Standing Committee. The Guidelines were adopted with some minor amendments. The document will now be passed to Academic Council. The issue of whether the Registry should provide a template for minute writing was raised. It was agreed that the Chairperson should explore this issue further, when the document is discussed at Academic Council.

3.4   Grad Dip/MA in School Chaplaincy/Pastoral Care

The Chairperson reported that a formal request from Mater Dei to upgrade the Grad Dip in School Chaplaincy/Pastoral Care programme to a Masters degree with the addition of a dissertation module with supporting research methodology had been received. The original Accreditation Board had recommended this development. The proposal, with supporting documentation, had been sent to all members of the Accreditation Board and responses had been received from all. The unanimous recommendation to Academic Council was to approve the proposed change. The documentation was considered and it was agreed to pass this recommendation to Academic Council.

3.5   Diploma in Nursing (Registered Mental Handicap Nurse)

The Chairperson reported that she had informed the Programme Board of Standing Committee's concern about the use of the term 'mental handicap' in a DCU programme title. The Programme Board agreed with these sentiments. However, because of the current link with Bord Altranais's formally registered description 'mental handicap', a unilateral change by DCU would be difficult. In the light of the fact that the diploma is being phased out and that the proposed nursing degree will refer to 'intellectual disability', it was agreed that it would not be appropriate to change the diploma nomenclature.

4   Faculty/Committee/Programme Board Minutes

4.1   Programme Board: GD/MSc in Computer Applications for Education, 16/10/00. Noted. Following a discussion on *item 10*, it was agreed that Martin Henry would draft a position paper, which will explore ways in which the University might be more flexible in regard to the regulations concerning the colour of submitted dissertations.

4.2   Programme Board: GD/MEng in Electronic Systems, GD/MEng in Telecommunications Engineering RACeE Programme18/10/00. Noted. The Registrar will check with the Board as to whether the two new modules that are running in Semester 2 have new codes and whether they represent a significant change to the content of the course (*item 7*).

4.3   Programme Board: BEng in Electronic Engineering, BEng in Telecommunications Engineering, 01/11/00. Noted. It was agreed that *item 6.1* should be discussed with the Examinations Officer to look at administrative implications. Standing Committee also agreed that the Programme Board could not proceed with interviewing a student for direct entry into programme outside the normal CAO channels (*item 6.2*).

4.4   Programme Board: Diploma in Nursing (General) – James Connolly Memorial, 02/11/00. Noted. Registrar to inform Board of the existence of a Study skills programme within DCU, which would be of use to mature learners (*item 9.1*)

4.5   Programme Board: Diploma in Nursing (General) – Beaumont, 07/11/00. Noted.

4.6   Programme Board: BSc in Sport Science & Health, 08/11/00. Noted. Registrar to check with Board that the 'second substitute paper' should in fact read 'assessment' (item 8.2). Registrar will propose AC's advice that the phrase 'and seek permission to do so' should be omitted from *item 8.3* (bullet 1 and 2). The Registrar will also seek from the Board a position paper setting out some more detail of their intentions and aims in any projected scheme for reserving places for outstanding athletes and how they would propose to deal with the issues of equity between students (*item 9*).

4.7   Programme Board: Various programmes from the Faculty of Science & Health, 08/11/00. Noted.

4.8   Programme Board: Diploma in Nursing (Psychiatric) – St Ita's, St Vincent's, 14/11/00. Noted.

4.9   Programme Board: BSc in Science Education, 22/11/00. Noted. The Registrar to notify the Board that the confidential appendices (item 7.3) should be sent to Standing Committee.

4.10 Programme Board: BSc in Applied Physics/Physics with a Language, 22/11/00. Noted.

4.11 Programme Board: MSc in Financial & Industrial Mathematics, 22-29/11/00. Noted. Registrar to inform Board that they should not proceed with the implementation of *item 5* re progression of students with single failed modules, but passes in all others, as it is an issue affecting the entire University and will require a full review by Standing Committee.

4.12 Programme Board: Bachelor of Business Studies, 29/11/00. <u>Noted</u>. Registrar to inform Board of public interest in the revival of the Evening BBS, as revealed in enquiries to the Registry.

4.13 Programme Board: GD/MA in Conference Interpreting, 29/11/00. <u>Noted</u>.

4.14 Programme Board: GD/MSc in Biological Sciences, 06/12/00. <u>Noted</u>.

4.15 Programme Board: BA in Applied Languages, 13/12/00. <u>Noted</u>. Standing committee approved the decision to amend entry requirements (*item 3*).

4.16 Programme Board: International Masters of Business Administration, 13/12/00. Standing Committee <u>noted</u> the brevity of the minutes. Registrar to seek clarification of the decision reached in *item 8 – Student suggestions*.

4.17 Programme Board: BA in Journalism, 13/12/00. <u>Noted</u>.

4.18 Programme Board: GD/ MSc in Computer Applications, 18/12/00. <u>Noted</u> and *approved*.

4.19 Programme Board: GD/MSc in Computer Applications for Education, 11/01/01. <u>Noted</u>. Student Records Officer to be informed of deferrals (item 3).

5   Appointment of external examiners

5.1. Appointment of Examiners: Taught Programmes

5.1.1   Prof. M Byram, University of Durham
GD/MA in Intercultural Studies, BA in Applied Languages. <u>Approved.</u>

5.1.2   Prof. PB Collins, Royal College of Surgeons in Ireland
BSc in Biotechnology. <u>Approved</u>.

5.2. Appointment of Examiners: Postgraduate Research Students

5.2.1. Dr C O'Sullivan, TCD
Student No. 96971223, PhD, School of Computer Applications <u>Approved</u>

5.2.2. Dr B Eaglestone, Sheffield University. <u>Approved.</u>
Student no. 98970453, MSc, School of Computer Applications. <u>Approved</u>.

5.2.3. The Honourable Justice R Murphy, The High Court and Professor John D Blum , Loyola University.
Student No. 95970576, PhD, DCU Business School. <u>Approved</u>.

5.2.4. Dr B McCormack, Institute of Technology Sligo
Student no. 98970925, MEng, School of Mechanical & Manufacturing Engineering. <u>Approved</u>.

5.2.5. Dr S Clark, Sheffield Hallam University
Student no. 96970405, PhD, School of Physical Sciences. <u>Approved</u>.

5.2.6. Dr C Matthai, University of Wales
Student no. 97970085, MSc, School of Physical Sciences. <u>Approved</u>.

6.   Postgraduate Research Students

    6.1   Applications to Transfer to PhD Register

        6.1.2   Student no. 98971042, School of Communication Studies.
<u>Approved</u>.
        6.1.3   Student no. 93382634, School of Computer Applications.
<u>Approved</u>.
        6.1.4   Student no. 95034285, School of Mathematical Sciences.
<u>Approved</u>.
application is necessary because the student's supervisor, Dr L Murphy, is moving to UCD. It was <u>approved</u> by Standing Committee.

7.   Accreditation Board Members BEng in Digital Media Engineering

Standing Committee approved the appointment of Professor F Murtagh, QUB, Professor Laurie Cuthbert, Queen Mary College, University of London, and Mr Stefano Fontolan, Silicon and Software Systems, as members of the Accreditation Board.

8   AOB

    8.1   SU Membership of Academic Council

    Standing Committee approved the SU proposal to allow elected SU Council members represent the student body on Academic Council for an interim period (Feb 2001-Sept 2001), until student representatives are elected and take up office in accordance with the new SU constitution.

    8.2   Issues relating to the cessation of the Diploma in Nursing

    Standing Committee approved the Registrar's proposals re deferrals, repeat examination arrangements and financial support for students, as a result of the cessation of the above programmes.

- There will be no further deferred entry opportunity
- Students can repeat examinations up to their maximum four attempts, but cannot be granted the concession of repeat attendance.
- Individual students affected by financial difficulties can apply, in the normal way, to the University's Hardship Fund.

Date of Next Meeting: 1 March 2001

Signed: _____   Date: _____
       Chairperson