

## ACADEMIC COUNCIL – STANDING COMMITTEE

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### MINUTES

Friday, 2 March 2001

At 9:00 am in Executive Meeting Room

**Present:** Dr Patricia Barker (Chairperson), Dr Tony Coulson, Mr Liam Doyle, Professor Martin Henry, Dr David Jacobson, Dr Paraic James, Mr Micheal MacConmara, Dr B McMullin, Dr Sean Marlow, Dr Jim Murray, Dr Ronnie Saunders, Mr Paul Sheehan

**Apologies:** Dr C Long, Dr L MacMathuna

**1. Adoption of agenda**

The agenda was adopted, subject to the inclusion of three additional items tabled by the Chairperson, Liam Doyle and Micheal MacConmara under AOB.

**2. Minutes of meeting of 1 February 2001**

The minutes of the meeting of 1 February 2001 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 following:

**3.1 Draft Guidelines for the management of assessments and projects**

The Chairperson presented a revised draft, incorporating amendments made at Academic Council at the Academic Council meeting of 14 February 2001. One additional amendment was agreed by Standing Committee under the heading of 'Notification of Assessed Work', paragraph beginning 'Schedules of assessments...'; This paragraph now reads:

Schedules of assessment will also appear on the Registry's web page. Any subsequent adjustments to these schedules should only be made following full consultation with the students concerned.

### **3.2 Use of University Blue on Thesis Covers**

Martin Henry reported to the meeting on this issue. Following consultations with colleagues, the general view is that the current practice of using University Blue on the covers of theses should remain unchanged. The recommendation was approved by Standing Committee.

### **3.3 Sports Scholarship Places**

The Chairperson reported that John Kerrane has not yet completed the paper on the above subject, but will do so in due course.

### **3.4 Changes to Applied Physics Year One**

Standing Committee noted and approved the paper submitted by Colette McDonagh, which clarifies the nature of the above changes. There is no change in the content of the course at this level. Essentially, the changes are presentational and aim to make the subject more exciting for Year 1 students.

### **3.5 Modification to Marks and Standards**

Martin Henry's proposal – that an average mark, weighted in accordance with programme regulations, should be calculated for a full set of modules taken by any individual candidate, and that this overall mark should determine the overall result – was considered and discussed by Standing Committee. It was agreed that the Dean of Teaching and Learning would examine the issue further and come back with a proposal for the next meeting.

## **4 Faculty/Committee/Programme Board Minutes**

- 4.1 Programme Board: BA in European Business, 02/11/00. Noted.
- 4.2 Programme Board: Joint Diploma in Nursing (Mental Handicap), 14/12/00. Noted. It was agreed that the Chairperson should request the Programme Board to amend *item 4.3* so that it does not imply that the relationship between the Hospitals and DCU is analogous to the relationship between DCU and its sister colleges of St Patrick's and Mater Dei.
- 4.3 Programme Board: GD in the Management & Applications of IT in Accounting, 19/01/01. Standing Committee noted the large number of absences from the meeting and requested the Chairperson to seek confirmation that the meeting was quorate. It was also recommended that the Programme Board should refer to the new Guidelines on Minute Writing, which were recently approved at Academic Council, with a view to producing a more concise version of the proceedings of its meetings. Concerning *item 5*, Standing Committee agreed that the student cannot formally register for the dissertation stage of his programme until he clears

his final exam. However, this does preclude him from beginning work on the dissertation.

- 4.4 Programme Board: GD in the Management of Operations, 24/01/01. Standing Committee requested the Chairperson to seek confirmation as to whether the meeting was quorate. It was also recommended that the Board should refer to the new Guidelines on Minute Writing, with a view to producing a more concise version of the proceedings of its meetings. Standing Committee provisionally approved the change recommended by the Board to the Induction module (*item 3*), but requestss clarification on its precise meaning.
- 4.5 Programme Board: Faculty of Computing & Mathematical Sciences, 8-9/02/01. The changes to module weightings were noted and approved. Standing Committee requested that further information on the meeting – attendance, absences etc – should be submitted.
- 4.6 Programme Board: GD in Information Technology, 14/02/01. Noted. *Item 5* needs further clarification in relation to the proposed limitation of places on the MSc. in IT and how long a ‘gap’ a student can avail of before proceeding to the masters programme. Also, the Registrar’s communication on the rules for honours classification on resits should be formally approved by the Programme Board (*item 6*).

## **5 Appointment of external examiners**

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

- 5.1.1. Prof M Ahmad, University of Teeside  
BEng in Manufacturing Engineering with Business Studies. Approved.
- 5.1.2. Dr P Denman, NUI Maynooth  
BA in English Literature (All Hallows College). Approved. It was also noted that the Registry should amend the form to include a box, which indicates which college the request for the approval of an external examiner has come from.
- 5.1.3. Dr S Caffrey, TCD  
Graduate Diploma in Humanities: Holistic Development (All Hallows). Approved.
- 5.1.4. Dr N Bradley,  
Graduate Diploma in Humanities: Holistic Development (All Hallows). Approved.
- 5.1.5. Prof C Price, Royal Irish Academy of Music London  
BA in Music Performance, Master in Music Performance (Royal Irish Academy of Music Dublin). Approved.

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

- 5.2.1. Dr Vincent Cunnane, University of Limerick  
Student no. 98970801, PhD, School of Chemical Sciences. Approved. It was also agreed that the Chairperson would investigate and report back on

the issue of whether the supervisor of a postgraduate student should act as an internal examiner.

- 5.2.2. Dr D Wring, Loughborough University  
Student no. 98970879, MSc, School of Communication Studies.  
Approved.
- 5.2.3. Dr M Deistler, Universitat Wien,  
Student no. 98970399, PhD, School of Electronic Engineering. Approved.
- 5.2.4. Prof J A McLaughlin, University of Ulster  
Student no. 97970336, MEng, School of Mechanical & Manufacturing  
Engineering. Approved.
- 5.2.5. Dr I Graham, Liverpool John Moores University,  
Student no. 98970917, MEng, School of Mechanical & Manufacturing  
Engineering. Approved.

## **6. Postgraduate Research Students**

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

6.1.1 Student no. 95478965, School of Chemical Sciences. Approved.

## **8 AOB**

### **8.1 Notification of Programme Board Meetings to SU Education Officer**

Standing Committee approved Liam Doyle's proposal that all Programme Boards should give the SU Education officer 2 weeks notice of all of their meetings, to ensure that there will a student presence at each of them.

### **8.2 Discussion of Examination Results with Students**

Micheal MacConmara raised the issue of when the discussion of first semester examination results can take place with students. It was clarified that this can only take place when all the Faculties have given clearance that the results have been correctly entered on the ITS system. Once this occurs, the results are automatically made available on the Web. Discussion can take place at this point.

### **8.3 Regulations for Transfer to Ph.D.**

Standing Committee considered Jennifer Butler's memorandum on the rules governing the transfer of students on to the PhD register, and agreed that they are ambiguous. Clarification is required as to whether an oral examination is compulsory before a transfer can be completed. It was agreed that the issue will need further consideration and that widespread consultation should be undertaken before a final decision is made.

**Date of Next Meeting: 5 April 2001**

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

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