ACADEMIC COUNCIL – STANDING COMMITTEE

MINUTES

Thursday, 3 May 2001

At 9:00 am in Executive Meeting Room

Present: Dr Patricia Barker (Chairperson), Mr Liam Doyle, Professor Martin Henry, Professor David Jacobson, Dr Paraic James, Mr Micheal MacConmara, Dr Liam MacMathuna, Dr Barry McMullin, Dr Jim Murray, Dr Ronnie Saunders, Mr Paul Sheehan

Apologies: Dr C Long, Mr Paul Sheehan

1.   Adoption of agenda

The agenda was adopted, subject to the inclusion of one item under AOB.

2.   Minutes of meeting of 5 April 2001

The minutes of the meeting of 2 March 2001 were adopted and signed by the Chairperson, subject to the deletion of Dr Ronnie Saunders from the list of those in attendance and the recording his apologies.

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   Amendments to Guidelines for the Appointment of External Examiners

Two new provisions were presented by the Registrar for inclusion in the Guidelines for the Appointment of External Examiners. The first is designed to ensure that the independence of examiners of research projects will not be compromised in any way through their having a business or commercial interest in the research project. The second is designed to allow retired academics and/or technical experts to act as external examiners, providing their knowledge is still current and active. Both were approved and will be incorporated into our regulations.

3.2 Amendments to Postgraduate Student regulations

The Registrar also reported that Academic Council had formally approved two additional regulations concerning postgraduate study at DCU. The first makes it mandatory for all students on the Masters register to undergo an oral examination before transferring on to the Ph D register. The second stipulates that supervisors of masters students by research must themselves hold at least a masters degree. Supervisors for PhD students by research must themselves hold a PhD degree and/or be a Professor/Associate Professor.

3.3 CAE1 French

The Registrar informed the meeting that the setting of separate French paper for Computer Applications students was a once off arrangement and will not be continued hereafter.

4 Faculty/Committee/Programme Board Minutes

4.1 Programme Board: Bachelor of Nursing Studies (Distance Education), 06/10/00. It was noted by Standing Committee that it was not necessary for the Programme Board to obtain a derogation from Marks and Standards to allow students to sit module examinations before successful completion of the continuous assessment for a module (item 4). Other items noted .

4.2 Programme Board: BA in Journalism, 14/02/01. Noted.

4.3 Programme Board: GD/MA in Intercultural Studies, 21/02/01. Noted. Items 3 and 7 will be referred to the Admissions Officer and the Publications Officer in the Registry.

4.4 Programme Board: BSc in Multimedia, 28/02/01. Noted.

4.5 Programme Board: BSc in Financial Mathematics, 03/03/01. Standing committee noted the concerns expressed by the Programme Board and class representatives about the syllabus of module EF314. Professor Jacobson informed the meeting that the issue was well on the way to being resolved. Other items noted.

4.6 Programme Board: Diploma in Nursing: Mental Handicap (St. Joseph's & St. Louise's), 06/03/01. It was agreed that Standing Committee would write in support of the students' efforts to secure changes to the Wednesday afternoon timetable (item 7.2). The Board's policy re late submission of assignments was considered. Standing Committee agreed that it might be advisable for this and the Science Faculty Programme Boards to reconsider operating the policy on a module basis, as particular modules on the Science programmes are also taken by non-Science students, e.g. language modules. Given this, it is conceivable that

different groups of students studying the same module might have to operate under more than one policy on late assignments item 8). Other items <u>noted</u>

4.7 Programme Board: GD/MEng in Electronic Systems, GD/MEng in Telecommunications Engineering RACeE, 07/03/01.<u>Noted</u>.

4.8 Programme Board: BEng/MEng in Electronic Systems, 07/03/01

4.9 Programme Board: Diploma in Nursing: General (Beaumont Hospital), 12/03/01. <u>Noted</u>.

4.10 Programme Board: Diploma in Nursing: Psychiatric (St. Ita's & St. Vincent's), 13/03/01. Standing Committee agreed that there should be students in attendance at the next Programme Board meeting on 28 June. Other items <u>noted</u>

4.11 Programme Board: BSc in Biotechnology, 14/03/01. Standing Committee noted in particular the Board's suggestion re the availability of modular information. It was agreed that the Registry will progress this issue. Other items <u>noted</u>

4.12 Programme Board: GD/MSc in Biological Sciences, 14/03/01). <u>Noted</u>.

4.13 Programme Board: MA in Film and Television Studies, 14/03/01. Standing Committee agreed that the assertion re the student and plagiarization would have to be withdrawn (item 12). It was also agreed that the Registrar will produce a draft set of Guidelines on how academics should deal with suspected cases of plagiarization. On the issue of the English proficiency of non-English speaking nationals, it was agreed that the Registrar will speak to the Admissions Officer ascertain whether this is a growing problem. Other items <u>noted</u>

4.14 Programme Board: BEng in Mechatronic Engineering, 14/03/01. It was agreed that the Registrar will seek clarification from the Programme Board Chair of the issues raised in item 5. Other items <u>noted</u>

4.15 Programme Board: BEng in Mechanical & Manufacturing Engineering, BEng in Manufacturing Engineering with Business Studies, BEng in Medical Mechanical Engineering, BEng in Computer Aided Mechanical & Manufacturing Engineering, 14/03/01. Standing Committee approved the restructuring of language modules on the Programme, subject to it being possible to administer effectively. Standing Committee also seeks clarification on item 5, particularly on the question of who will teach anatomy and the content of the syllabus of MM220. Item 6 was noted and approved. Other items <u>noted</u>.

4.16 Programme Board: Diploma in Education & Training, 21/03/01. <u>Noted</u>.

4.17 Programme Board: GD/MSc in Education & Training Management, 21/03/01. Further clarification is required by Standing Committee re the movement of modules between Semesters 1 and 2 (Progress report year 2). On the matter of the reports from students, it was unclear as to whether any of the items were accepted or rejected. Clear action points should appear in the minutes. Other items <u>noted</u>

4.18 Programme Board: BA in Applied Languages, 21/03/01. <u>Noted</u> and <u>approved</u>.

4.19 Programme Board: BEng in Telecommunications Engineering, 26/03/01. Noted and approved.

4.20 Programme Board: Diploma in Nursing: General (James Connolly Memorial), 26/03/01. See item 4.6 above for Standing Committee's views on the Board's late submission of assignments policy. Noted.

4.21 Programme Board: MA in Communication and Cultural Studies, 28/03/01. Noted.

4.22 Programme Board: BSc in Mathematical Sciences, 28/03/01. The question was raised as to whether MS1 was still common with FM1. Clarification to be sought. The new MS3 modular structure was noted and approved (item 2).

4.23 Programme Board: BA in European Business, 28/03/01. The structural changes to Years 3 and 4 were noted and approved, although the issue of the use of ECDL needs to be clarified, especially in relation to securing credits for students (item 4). Other items noted.

4.24 Programme Board: Bachelor of Business Studies, 29/03/01. It was noted that student IDs should not appear in the circulated minutes (item 7). The wording of the last sentence in item 8 was in appropriate. It was agreed that the issues need to be discussed by the SU, DCUBS and IBR and a suitably expanded minute provided. Other items noted

4.25 Programme Board: Graduate Diploma in Information Technology, BSc in Applied Computational Linguistics, Graduate Diploma/MSc in Computer Applications, MSc in Electronic Commerce, 04/04/01. Noted and Approved.

4.26 Programme Board: BSc in Computer Applications (Day & Evening), 11/04/01. Noted.

4.27 Programme Board: BA in Accounting and Finance, 12/04/01. Noted and approved.

4.28 Programme Board: BA in European Business, 18/04/01. Noted and approved.

5   Appointment of external examiners

5.1.   APPOINTMENT OF EXAMINERS: TAUGHT PROGRAMMES

5.1.1. Dr J Ridley, TCD
Advanced oral skills (SALIS). Approved.

5.1.2. Ms A Rickard, Linguistics Institute of Ireland
BA in European Business Studies. Approved.

5.2.   APPOINTMENT OF EXAMINERS: POSTGRADUATE RESEARCH STUDENTS

5.2.1. Dr O Ward, University of Waterloo, Canada

Student no. 96970413, PhD, School of Biotechnology/NCTCC.
Approved.
5.2.2.   Prof G Anderman, University of Surrey
Student no. 97970980. PhD, School of Applied Language and Intercultural
Studies. Approved
5.2.3.   Prof M O'Sullivan, INSEAD
Student no. 95971548, PhD, DCU Business School. Approved.

Policy issues arising : It was agreed that the Registry will examine the
frequency of the use of particular examiners and examine the issue of
placing of a time embargo on examiners, following expiration of their
period of office.

6.   Postgraduate Research Students

6.1   CHANGE IN SUPERVISORY ARRANGEMENTS

The changes in supervisory arrangements for students 97971235
(DCUBS); 99145766 (DCUBS) and 994146096 (Communication
Studies), as outlined in Jennifer Butler's memo of 20 April 2001 were
approved, subject to the agreement of the students in all cases.

6.2   APPLICATION FOR MSc BY RESEARCH

The application for an MSc by research of Applicant X, under the
supervision of Professor Henry, was approved.

6.3   RE-REGISTRATION OF RESEARCH STUDENT FOR
ACADEMIC YEAR 2001/2002

The request for re-registration of Student ID 94970564 on the PhD register
for Academic Year 2001-2 was approved.

7.   Any other business

7.1 Proposed Change to Grad Dipl/MSc in Nursing Accreditation Panel

Standing Committee approved the appointment of Professor Peter Nolan to the
above panel, as outlined in Professor Scott's memo of 2 May 2001. This change
was necessitated by the unavailability of one of the original panel.

Date of Next Meeting: 7 June 20001

Signed: _____   Date: _____
                  Chairperson