

ACADEMIC COUNCIL – STANDING COMMITTEE

MINUTES

Thursday 1 November 2001

9.00-11.00 a.m. in Executive Meeting Room

Present: Professor Patricia Barker (Chairman), Professor Martin Henry, Professor David Jacobson, Mr Mícheál Mac Conmara, Ms Louise McDermott (Recording Secretary), Dr Liam Mac Mathúna, Dr Jim Murray, Dr Ronnie Saunders, Mr Paul Sheehan.

Apologies: Dr Paraic James, Dr Seán Marlow.

Action

1. Adoption of agenda

The agenda was adopted subject to the inclusion of one additional submission under Item 4, one additional submission under Item 5.1, two additional submissions under Item 6 and two submissions under Item 9.

2. Minutes of the meeting of 4 October 2001

Confirmed and signed by the Chairman.

3. Matters arising from the minutes

Follow-up actions from the last meeting were reported.

Item 8: Noted that one of the two Programme Boards which had a mature entry age other than 23 had agreed to adopt 23 as the mature entry age with effect from 2002-03, and that the matter was under discussion by the other Programme Board.

4. Faculty/Committee/Programme Board minutes

4.1 Programme Board: BA in Journalism, 29/06/01. Noted.
Agreed that the issue raised in Item 4 (inclusion of results of early years of a programme in calculating the final award) related to a number of

Programme Boards and that the Registrar might, at a future date, request these Boards to discuss whether or not this inclusion was in students' best interests.

Agreed that the Programme Chair would be asked for information on the current status of the proposal in Item 7 (Irish-language stream).

Louise McDermott

- 4.2 Programme Board: BEng in Electronic Engineering, BEng in Telecommunications Engineering, BEng in Digital Media Engineering, 19/09/01. Noted.
- 4.3 Programme Board: GD/MEng in Electronic Systems, GD/MEng in Telecommunications Engineering, RACeE Programme, 19/09/01. Noted. The issue raised in Item 8 (non-availability of a module owing to staffing levels) was briefly discussed and was recognised as a University-wide issue; the Registrar reminded the members that Dr Murray had begun to work with Programme Chairs to reduce the number of deviations from the academic structure. The Programme Board, and the Faculty of Science, were commended on the credit transfer initiative referred to in Item 9.
- 4.4 Programme Board: BEng/MEng in Electronic Systems (European), 19/09/01. Noted. Agreed that Dr Murray would discuss with the Programme Chair the academic structure issues raised in Item 8.

Jim Murray

- 4.5 Programme Board: MSc in Investment and Treasury, 26/09/01. Noted and approved. The Programme Chair is to be reminded that students should not be identified in minutes, and also requested to note the implications of the decision taken on the workload of the student in question in the current academic year.

Louise McDermott

- 4.6 Programme Board: BSc in Computer Applications, Day and Evening (Standing Committee), 27/09/01. Noted. The changes to examination marks were approved subject to the rewriting of Item 2 of the minutes to substitute 'Progression and Awards Board' for 'Programme Board'. The module weight change was not approved; Dr Murray is to request further clarification from the Programme Chair.

Jim Murray

- 4.7 Programme Board: MEng in Mechatronic Engineering, 03/10/01. Noted.
- 4.8 Programme Board: BEng in Mechanical and Manufacturing Engineering, BEng in Manufacturing Engineering with Business Studies, BEng in Medical Mechanical Engineering, BEng in Computer-aided Mechanical and Manufacturing Engineering, 03/10/01. Noted. The Registrar is to report to a future meeting of Standing Committee on the outcome of her discussion with the Programme Chair about the assessment and examination procedures for one of the language options referred to in Item 3.

Registrar

- 4.9 Programme Board: BA in Communication Studies (Standing Committee), 27/06/01. Noted. The Programme Chair is to be asked to confirm, in respect of Item 4, that a decision in principle was taken by Standing

Committee but a final decision was deferred pending discussion by the full Board. In relation to Item 6, it was noted that Standing Committee had not issued any guideline in respect of the length of undergraduate degree programmes and agreed that the Programme Chair would be notified of this.

Louise McDermott

- 4.10 Programme Board: Certificate in Business Management, 17/10/01. Noted and approved subject to the submission of a module specification. The Programme Chair is to be requested to ensure that minutes are written in a concise manner.

Louise McDermott

5. Appointment of external examiners

5.1 Taught programmes

- 5.1.1 Dr J Waterson, University of Birmingham
GD/MSc in Mental Health Nursing of Older People
Approved.
- 5.1.2 Dr Ann Long, University of Ulster
Bachelor of Nursing Studies (Oscail and School of Nursing)
Approved.

5.2 Postgraduate research students

- 5.2.1 Dr D Rooney, NUI Maynooth
Student ref. SC/2001/A9/5.2.1, PhD, School of Chemical Sciences
Approved subject to the appointment of an additional internal examiner.
The School is to be requested to ensure that forms are completed electronically.
- Jennifer Butler**
- 5.2.2 Dr E Casey, Performance Fluid Dynamics
Student ref. SC/2001/A9/5.2.2, MSc, School of Biotechnology
Approved subject to confirmation of the surname of the internal examiner.

6. Postgraduate Research Matters

6.1 Applications to transfer to PhD Register

- 6.1.1 Student ref. SC/2001/A9/6.1.1, School of Biotechnology
Approved.
- 6.1.2 Student ref. SC/2001/A9/6.1.2, School of Chemical Sciences
Approved.
- 6.1.3 Student ref. SC/2001/A9/6.1.3, School of Chemical Sciences
Approved.

- 6.1.4 Student ref. SC/2001/A9/6.1.4, School of Chemical Sciences
Approved.
- 6.1.5 Student ref. SC/2001/A9/6.1.5, School of Education Studies
Approved.
- 6.1.6 Student ref. SC/2001/A9/6.1.6, School of Education Studies
Approved.
- 6.1.7 Student ref. SC/2001/A9/6.1.7, School of Chemical/Physical Sciences
Approved.
- 6.1.8 Student ref. SC/2001/A9/6.1.8, School of Communications
Approved.
- 6.1.9 Student ref. SC/2001/A9/6.1.9, School of Computer Applications
Approved.
- 6.1.10 Student ref. SC/2001/A9/6.1.10, School of Biotechnology
Approved.
- 6.1.11 Student ref. SC/2001/A9/6.1.11, School of Physical Sciences
Approved. The School is to be requested to ensure that forms are completed electronically.
Jennifer Butler

6.2 Early submission of Master's thesis

Student ref. SC/2001/A9/6.2, School of Computer Applications
Approved subject to clarification of the submission date.

6.3 Admission to Master's by research

Student ref. SC/2001/A9/6.3, School of Mechanical and Manufacturing Engineering
Approved.

6.4 Proposed change of wording to 'Academic Regulations for Postgraduate Degrees by Research and Thesis'

6.4.1 Supervision of programmes of research

Agreed that further changes to the wording would be made, and a revised proposal submitted to the next meeting of Standing Committee.

Registrar
Jennifer Butler

6.4.2 Replacement supervisor for retired supervisors

Agreed that further changes to the wording would be made, and a revised proposal submitted to the next meeting of Standing Committee.

**Registrar
Jennifer Butler**

6.5 Recommendation for award of PhD to students from St Patrick's College, Drumcondra

6.5.1 Student ref. SC/2001/A9/6.5.1
Approved.

6.5.2 Student ref. SC/2001/A9/6.5.2
Approved.

6.6 Submission from research student

Student ref. SC/2001/A9/6.6, School of Computer Applications Agreed that the Registrar would set up an Appeals Board to hear the appeal from this student, that the Board would also hear any future appeals from research students, and that an appropriate amendment would be made to 'Academic Regulations for Postgraduate Degrees by Research and Thesis'.

Registrar

7. External examiners – frequency of appointment

The following were agreed: the tracking exercise which was decided upon at the last meeting of Standing Committee (SC/2001/A9/2, Item 5.2) would cover the period from the setting up of the Postgraduate Research Desk in the Registry and would continue on an ongoing basis; the data yielded by the exercise would be available on the Registry web page, for internal access, to assist those completing forms; as a further means of assistance the information on the forms about prior appointments of external examiners would be double-checked and signed off in the Registry; the recommendation in regard to the frequency of appointment of external examiners would allow for flexibility, particularly in cases where the number of specialists in a field was very small.

**Louise McDermott
Jennifer Butler**

8. Exemption request for MBA student

Noted and approved.

9. Any other business

9.1 Module exemption request in respect of a student on the Diploma in Nursing (General)

Approved.

9.2 Module exemption requests in respect of students on the BSc in Computer Applications (Day and Evening)

Approved.

Date of next meeting: Thursday 6 December 2001.

Signed: _____
Chairman

Date: _____