

**ACADEMIC COUNCIL – STANDING COMMITTEE
MINUTES**

Thursday 4 April 2002

9.00 -10.30 a.m. in Executive Meeting Room

Present: Professor Patricia Barker (Chairman), Professor Robert Forster,
Dr Paraic James, Dr Seán Marlow, Mr Mícheál Mac Conmara,
Ms Louise McDermott (Recording Secretary),
Dr Liam Mac Mathúna, Dr Barry McMullin, Dr Jim Murray,
Dr Ronnie Saunders

Apologies: Dr Eoin Cassidy, Professor Martin Henry, Mr Paul Sheehan

Observer: Ms Brenda Gaughan

Action

1. Adoption of agenda

The agenda was adopted.

2. Minutes of the meeting of 7 March 2002

Confirmed and signed by the Chairman.

3. Matters arising from the minutes

Follow-up actions from the last meeting were reported.

It was noted, with regard to Item 3, that the working group on the recognition of overseas Bachelor's degrees had been convened.

The proposal submitted by the sub-committee to permit direct registration on to the PhD register for a holder of a taught Master's, in exceptional circumstances, was approved. (Item 4) **For recommendation to Academic Council**

The application for transfer from the Master's register to the PhD register, carried forward from the meeting of 6 December 2001, will be on the agenda of the next meeting of Standing Committee, on 30 April 2002.

4. Faculty/Committee/Programme Board minutes

- 4.1 Programme Board: Graduate programme: Management of Operations, 10/01/02. Noted.
- 4.2 Programme Board: Graduate programme, Management & Applications of IT in Accounting, 11/01/02. Noted. The Programme Chair is to be informed that all examiners whether full-time or part-time would, in the event of legal action relating to examination scripts, be covered under the University's insurance policy. Agreed that the Registry would conduct a benchmarking exercise to determine the appropriateness of current fee levels. Agreed that the Registrar would prepare a single-page guide to the provisions of the Freedom of Information Act, 1997, in so far as they relate to the marking of examination scripts, and that this guide would be given to examiners along with each batch of scripts with effect from the Semester 2 examinations in May 2002. **Registrar**
- 4.3 Programme Board: GC/GD/MSc in Computer Applications for Education, 28/02/02. Noted. The Programme Chair is to be contacted to acknowledge with thanks, on behalf of the University, the work done by her and her colleagues, as well as her predecessor as Chair, in setting up and running the programme.
- 4.4 Programme Board: BSc in Computer Applications, 27/02/02. Noted. With regard to Item 3, the Programme Chair is to be requested for clarification, for timetabling purposes, of the reason the three modules referred to are taught in the last eight weeks of Semester 2 rather than at the beginning of the Semester. The proposal in Item 5 was not approved, although the reasoning behind it was clear. It was agreed that, instead, the Registrar would put a proposal to the 30 April 2002 meeting of Standing Committee which would apply to all programmes. **Registrar**
- 4.5 Programme Board: GD in Information Technology, 12/03/02. Noted. Clarification is to be provided to the Programme Chair on the following: all credit ratings must be a multiple of 5, and the number of credits must correlate with the weightings of modules.
- 4.6 Programme Board: MSc in Information Technology, 12/03/02. Noted.
- 4.7 Programme Board: BA in International Marketing & Languages/International Business & Languages, 20/03/02. Noted and approved.
- 4.8 Programme Board: GD/MEng in Electronic Systems, GD/MEng in Telecommunications Engineering, RACeE, 06/03/02. Noted and approved.

- 4.9 Programme Board: (European) BEng/MEng in Electronic Systems, 06/03/02. Noted and approved. The Programme Chair is to be asked for clarification as to why the student representative had been asked to leave before a discussion about the calculation of third-year contributions.
- 4.10 Programme Board: BEng in Electronic Engineering, BEng in Digital Media Engineering, 06/03/02. Noted and approved.
- 4.11 Programme Board: Access/GD/MSc in Computer-aided Mechanical & Manufacturing Engineering, 13/03/02. Noted and approved. It was noted that all applications for funding under the Skills Conversion Programme, as referred to in Item 7, must be done through the Registry. The Programme Chair is to be notified of this.
- 4.12 Programme Board: BEng in Mechatronics Engineering, 13/03/02. Noted and approved. The Programme Chair is, however, to be requested to have the Board reconsider the issue of including Year 2 examination marks in the calculation of final degree results. As this practice obtains in all the undergraduate Mechanical Engineering programmes, all the relevant Programme Chairs are to be asked to have their Boards reconsider the issue also.
- 4.13 Programme Board: BSc in Airgeadas, Ríomhaireacht & Fiontraíocht, 27/02/02. Noted.
- 4.14 Programme Board: MSc/Diplóma do Chéimithe i nGnó & i dTeicneolaíocht an Eolais, 27/02/02. Noted.
- 4.15 Programme Board: BSc in Mathematical Sciences, 20/03/02. Noted. It was noted, with regard to Item 5, that Dr Murray is in discussion with the Programme Chair to ensure that only one (master) version of each module specification will be available on the web. Other websites can have a link to the master data.
- 4.16 Joint 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, 13/03/02. Noted and approved.

Following a brief general discussion on the clarity of information presented to students in examination transcripts, it was agreed that, as soon as practicable, the term 'E & O E' which appears on transcripts should be replaced by the full wording, 'Errors and Omissions Excluded'. **Ms McDermott**

5. Appointment of external examiners

5.1 Taught programmes

- 5.1.1 Mr P Dean, University of Luton
BSc in Multimedia, MSc in Multimedia
Approved.

- 5.1.2 Mr M Cunningham, Desire Publishing Ltd.
BSc in Multimedia, MSc in Multimedia
Approved for the BSc in Multimedia. Approval for the MSc in Multimedia is subject to clarification of some queries with School of Communications.
- 5.1.3 Dr C Lennon, MUI Maynooth
BRelEd (Mater Dei Institute of Education)
Approved.
- 5.1.4 Professor C Murray, UCD
BRelEd (Mater Dei Institute of Education)
Approved.
- 5.1.5 Professor J Sullivan, University of Surrey
MRelEd (Primary) (Mater Dei Institute of Education)
Approved.

5.2 Appointment of examiners: postgraduate research students

- 5.2.1 Professor J Glennon, UCC
Student ref. SC/2002/A3/5.2.1, PhD, School of Chemical Sciences
Approved.
- 5.2.2 Professor J Monaghan, TCD
Student ref. SC/2002/A3/5.2.2, PhD, School of Mechanical & Manufacturing Engineering
Approved.
- 5.2.3 Dr N Ó Muraíle, Queen's University, Belfast
Student ref. SC/2002/A3/5.2.3, MA, St Patrick's College, Drumcondra
Approved.

6. Postgraduate research matters

6.1 Applications to transfer to PhD Register

- 6.1.1 Student ref. SC/2002/A3/6.1.1, School of Computer Applications
Approved.
- 6.1.2 Student ref. SC/2002/A3/6.1.2, School of Communications
Approved.

6.2 Request for direct entry to PhD register (School of Chemical Sciences)

Deferred to the meeting of 30 April 2002.

6.3 Proposed change in wording to regulation 6.6 of *Academic Regulations for Postgraduate Degrees by Research and Thesis*

Following the incorporation of a further change, the proposal was approved. The text finally approved reads:

‘Each candidate for a higher degree by research will be examined by at least one Internal Examiner and at least one External Examiner. If the candidate is a member of staff of the University, either on a full-time or a part-time basis, at any time during the period of completion of the PhD, the examination will be conducted by two External Examiners.’

6.4 Admission to Master’s qualifying year

Student ref. SC/2002/A3/6.4, School of Mechanical & Manufacturing Engineering
Approved.

7. Proposed standard practice on corrections to examination results

Approved.

8. AOB

None.

Date of next meeting: Tuesday 30 April 2002 (at 4.00 p.m.).

Signed: _____
Chairman

Date: _____