

ACADEMIC COUNCIL – STANDING COMMITTEE

MINUTES

Thursday 6 June 2002

9.00-11.15 a.m. in AG01

Present: Professor Patricia Barker (Chairman), Dr Eoin Cassidy, Professor Robert Forster, Professor Martin Henry, Dr Paraic James, Dr Seán Marlow, Mr Mícheál Mac Conmara, Ms Louise McDermott (Recording Secretary), Dr Jim Murray, Dr Ronnie Saunders, Mr Paul Sheehan

Apologies: Ms Brenda Gaughan, Professor David Jacobson, Dr Liam Mac Mathúna, Dr Barry McMullin

Action

1. Adoption of agenda

The agenda was adopted subject to the inclusion of one additional submission under Item 5.2 and an agreement to discuss Item 7 immediately after Item 3.

2. Minutes of the meeting of 30 April 2002

Confirmed and signed by the Chairman.

3. Matters arising from the minutes

3.1 Follow-up actions from the last meeting were reported.

3.2 The standard operating procedure on record maintenance for suspended students was noted and will be implemented by Registry with immediate effect.

Bróna McGlynn

3.3 The resubmitted minutes of the Programme Board for the BA in European Business (6 March 2002) were noted and approved. However, Standing

Committee noted with concern that the proposed changes to the academic structure related to the current academic year. The Programme Chair is to be asked to ensure that, in future, changes to academic programmes should not be implemented first and then approved by the Programme Board and Academic Council. The Programme Chair is also to be asked to note, in the minutes of the next meeting of the Programme Board, the outcome of the discussion about the student concern (in relation to their readiness to undertake module MG204) alluded to in Item 5.2.

Louise McDermott

- 3.4** The resubmitted items from the Programme Board meeting of the BSc in Applied Computational Linguistics (13 March 2002) were noted and approved. The Programme Chair is to be asked to send to the Registry a completed and consolidated version of the minutes, to include both these resubmitted items and the original non-revised items.

Louise McDermott

- 3.5** It was agreed that the pro-forma module exemption request need not be used by Oscail staff, in view of the very large numbers of such requests they receive, and that - provided all the necessary information was included - they could instead present module exemption requests in tabular form.
- 3.6** It was noted, in relation to Item 4.7, that the Programme Chair for the BA in Accounting and Finance had confirmed that the preparation/interview skills workshops were neither credit-bearing nor compulsory.
- 3.7** It was noted, in relation to Item 8, that the Validation Committee had approved the proposal to have the *curricula vitae* of proposed accreditation panel members approved by Standing Committee as a matter of course, and that the guidelines for accreditation were being amended to this effect.

4. Faculty/Committee/Programme Board minutes

- 4.1 Programme Board: Diploma in Education & Training, 06/03/02. Noted. The Programme Chair is to be asked to clarify the wording in Item 3f.
- 4.1 Programme Board: GD/MSc in Education & Training Management, 06/03/02. Noted. The Programme Chair is to be asked to clarify the reference, in the final item, to a proposed change in module credits which it is apparently not intended to accompany by a change in weightings.
- 4.3 Programme Board: BSc in Science Education, 06/03/02. Noted and approved.

- 4.4 Joint Programme Board: BSc in Analytical Science, BSc in Pure & Applied Chemistry and Chemical & Pharmaceutical Sciences, BSc in Chemistry with French/German, GD/MSc in Instrumental Analysis, 06/03/02. Noted and approved.
- 4.5 Programme Board (Standing Committee): BA in Communication Studies, 06/03/02. Noted. The Programme Board's intention, at stated in Item 5, to reduce the significance of examination results obtained prior to final year in the determination of final degree results was noted with approval.
- 4.6 Programme Board: GD/MSc in Counselling & Integrative Psychotherapy, 08/03/02. Noted.
Standing Committee recognised the special need of this programme to convene a Progression Board at the end of each year in the light of the 'personal readiness' requirement for progression. However, it should be discussed and decided by a full Progression and Awards Board including external examiners, and not, as suggested, by the Chairman in consultation with others. It was agreed that the Registrar would present to the meeting of Standing Committee of 4 July 2002 a general proposal to allow derogations in similar circumstances, i.e. where a Progression Board needed to be convened (even if no awards were being made) to determine students' suitability, in terms of personal readiness, to progress to the following year of the programme.
With regard to the request, in Item 6.1, for approval for a mechanism to recognise prior learning for applicants to the Graduate Diploma, Standing Committee agreed to ask the Programme Chair to resubmit the request for consideration at its meeting of 4 July 2002. The resubmitted request should include reference to the mechanisms for identifying the precise reasons for which exemptions are sought and the modules from which exemption is sought, as well as the steps to be taken by applicants to fulfil any outstanding requirements. The resubmitted request should also include the process whereby all past graduates are to be contacted, as well as details of the costs involved in assessing applicants' suitability. It was agreed that, if approved, the mechanism for recognising prior learning should operate for two future intakes on to the Graduate Diploma.
- 4.7 Programme Board: Post-registration Nursing, 12/03/02. Noted.
Standing Committee approved the request for the derogation from Marks and Standards alluded to in Item 5 and Annex A subject to the same conditions provided for in 4.6 above.
- 4.8 Joint Programme Board: Diploma in Nursing: Psychiatric (St Ita's/St Vincent's), 12/03/02. Noted and approved.
- 4.9 Programme Board: Diploma in Nursing: General (Beaumont), 14/03/02. Noted and approved.

- 4.10 Programme Board: MSc in Multimedia, 20/03/02. Noted and approved. It was noted that not all higher education institutions purchase for students the type of equipment mentioned in Item 5.
- 4.11 Programme Board: BSc in Financial & Actuarial Mathematics, 27/03/02. Noted and approved.
- 4.12 Programme Board: MA in Film & Television Studies, 03/04/02. Noted and approved subject to confirmation that the cross-teaching referred to in Item 2 enabled students to take a sufficient number of Level 5 modules (55 credits minimum) to allow a Master's qualification to be awarded.
- 4.13 Programme Board: MA in Political Communication, 10/04/02. Noted.
- 4.14 Programme Board (Standing Committee): Dioplóma Iarchéime/MSc i nGnó & i dTeicneolaíocht an Eolais, 17/04/02. Noted and approved.
- 4.15 Programme Board (Standing Committee): BA in Journalism, 02/05/02. Noted and approved.
- 4.16 Programme Board: MA in Communication & Cultural Studies, 10/04/02. Noted.
- 4.17 Programme Board: BSc in Sport Science & Health, 20/03/02. Noted.
- 4.18 Joint Programme Board: BSc in Biotechnology and GD/MSc in Biological Sciences, 27/03/02. Noted and approved. The Programme Chair (for the BSc in Biotechnology) is to be requested to ensure that that the matter referred to in Item 10.4 be followed up, and highlighted for the attention of Standing Committee, in the minutes of the next meeting of the Programme Board.
- 4.19 Programme Board: GD/MA in Translation Studies, 27/03/02. Noted and approved.
- 4.20 Programme Board (Standing Committee): BA in Applied Languages, 10/05/02. Noted. Approved for 2002-2003 only, in view of the forthcoming relaunch of the programme.
- 4.21 Programme Board: BA in International Marketing & Languages, BA in International Business & Languages, 03/04/02. Noted and approved.

5. Appointment of external examiners

5.1 Taught programmes

- 5.1.1 Professor J O'Donoghue, University of Limerick
Mathematics service teaching, School of Mathematical Sciences
Approved.

5.2 Postgraduate research students

- 5.2.1 Professor D Lawton, University of London
Student ref. SC/2002/A5/5.2.1, PhD, All Hallows College
Approved subject to receipt of the details of Professor Lawton's publication record and record in supervising doctoral students.
- 5.2.2 Dr C Hayes, NUI Maynooth
Student ref. SC/2002/A5/5.2.2, PhD, All Hallows College
Agreed that further details would be obtained from All Hallows College.
- 5.2.3 Ms C Mangan, Milltown Institute
Student ref. SC/2002/A5/5.2.3, MA, All Hallows College
Approved.
- 5.2.4 Dr U Agnew, Milltown Institute
Student ref. SC/2002/A5/5.2.4, MA, All Hallows College
Approved.
- 5.2.5 Professor G Gadd, University of Dundee
Student ref. SC/2002/A5/5.2.5, PhD, School of Biotechnology
Approved.
- 5.2.6 Dr H Roche, Trinity Health Sciences Centre
Student ref. SC/2002/A5/5.2.6, MSc, School of Biotechnology
Approved.
- 5.2.7 Dr A Nicolaou, University of Bradford
Student ref. SC/2002/A5/5.2.7, PhD, School of Biotechnology
Approved subject to the reclassification of the second examiner as an internal rather than an external examiner.
- 5.2.8 Professor M Majda, University of California at Berkeley
Student ref. SC/2002/A5/5.2.8, PhD, School of Chemical Sciences
Approved.
- 5.2.9 Professor R Compton, University of Oxford
Student ref. SC/2002/A5/5.2.9, PhD, School of Chemical Sciences
Approved.
- 5.2.10 Professor V McKee, Loughborough University
Student ref. SC/2002/A5/5.2.10, PhD, School of Chemical Sciences
Approved subject to receipt of the details of Professor McKee's publication record.
- 5.2.11 Professor J J McGarvey, Queen's University, Belfast
Student ref. SC/2002/A5/5.2.11, PhD, School of Chemical Sciences
Approved.
- 5.2.12 Professor J-P Sauvage, University of Strasbourg
Student ref. SC/2002/A5/5.2.12, PhD, School of Chemical Sciences
Approved subject to the submission of a fuller *curriculum vitae* for Professor Sauvage.

- 5.2.13 Dr A Gilbert, University of Reading
Student ref. SC/2002/A5/5.2.13, PhD, School of Chemical Sciences
Approved.
- 5.2.14 Dr B L Booth, UMIST
Student ref. SC/2002/A5/5.2.14, PhD, School of Chemical Sciences
Approved.
- 5.2.15 Dr M Sanderson, University of Sheffield
Student ref. SC/2002/A5/5.2.15, PhD, School of Computer Applications
Approved subject to receipt of the details of Dr Sanderson's
publication record.
- 5.2.16 Dr F Crestani, University of Strathclyde
Student ref. SC/2002/A5/5.2.16, PhD, School of Electronic Engineering
Approved subject to the receipt of a fuller *curriculum vitae* for
Dr Crestani.
- 5.2.17 Dr R Studdert, UCC
Student ref. SC/2002/A5/5.2.17, MEng, School of Electronic Engineering
Approved.
- 5.2.18 Dr C O'Sullivan, TCD
Student ref. SC/2002/A5/5.2.18, MEng, School of Electronic Engineering
Approved.
- 5.2.19 Professor H Abdalla, De Montfort University, Leicester
Student ref. SC/2002/A5/5.2.19, PhD, School of Mechanical &
Manufacturing Engineering
Approved.
- 5.2.20 Professor H Abdalla, De Montfort University, Leicester
Student ref. SC/2002/A5/5.2.20, PhD, School of Mechanical &
Manufacturing Engineering
Approved.
- 5.2.21 Professor G Cockerham, Sheffield Hallam University
Student ref. SC/2002/A5/5.2.21, PhD, School of Mechanical &
Manufacturing Engineering
Approved.
- 5.2.22 Professor F W Travis, University of Strathclyde
Student ref. SC/2002/A5/5.2.22, PhD, School of Mechanical &
Manufacturing Engineering
Approved.
- 5.2.23 Dr I D Graham, Liverpool John Moores University
Student ref. SC/2002/A5/5.2.23, PhD, School of Mechanical &
Manufacturing Engineering
Approved.
- 5.2.24 Professor G Cockerham, Sheffield Hallam University
Student ref. SC/2002/A5/5.2.24, PhD, School of Mechanical &
Manufacturing Engineering
Approved.

- 5.2.25 Dr D Ó Drisceoil, UCC
Student ref. SC/2002/A5/5.2.25, PhD, School of Communications
Deferred, on the grounds that no abstract had been provided. The School is to be asked to resubmit the request, with an abstract, for consideration by Standing Committee at its meeting of 4 July 2002.
- 5.2.26 Dr B Glennon, UCD
Student ref. SC/2002/A5/5.2.26, PhD, School of Biotechnology
Approved.
- 5.2.27 Dr R York, University of Ulster
Student ref. SC/2002/A5/5.2.27, PhD, SALIS
Approved.
- 5.2.28 Professor D Kiberd, UCD
Student ref. SC/2002/A5/5.2.28, PhD, School of Communications
Approved.
- 5.2.29 Dr A J McLoughlin, UCD
Student ref. SC/2002/A5/5.2.29, MSc, School of Biotechnology
Approved.
- 5.2.30 Dr A J McLoughlin, UCD
Student ref. SC/2002/A5/5.2.30, PhD, School of Biotechnology
Approved.
- 5.2.31 Dr M Kelly, UCD
Student ref. SC/2002/A5/5.2.31, MA, School of Communications
Approved.

6. Postgraduate research matters

6.1 Applications to transfer to the PhD Register

- 6.1.1 Student ref. SC/2002/A5/6.1.1, School of Chemical Sciences
Approved.
- 6.1.2 Student ref. SC/2002/A5/6.1.2, School of Chemical Sciences
Approved.
- 6.1.3 Student ref. SC/2002/A5/6.1.3, School of Chemical Sciences
Approved.
- 6.1.4 Student ref. SC/2002/A5/6.1.4, School of Computer Applications
Approved.
- 6.1.5 Student ref. SC/2002/A5/6.1.5, School of Electronic Engineering
Approved.

6.2 Appointment of additional external examiner

- Student ref. SC/2002/A5/6.2, DCU Business School
Approved.

6.3 Special-case admissions to the Master's register

6.3.1 Student ref. SC/2002/A5/6.3.1, School of Communications
Approved.

6.3.2 Student ref. SC/2002/A5/6.3.2, School of Chemical Sciences
Approved.

6.3.3 Student ref. SC/2002/A5/6.3.3, School of Biotechnology
Approved.

6.4 Request for reconsideration of regulation 6.6 of *Academic Regulations for Postgraduate Degrees by Research and Thesis*

Following discussion, it was decided not to make any changes to this regulation, in view of the importance of safeguarding the integrity of the examination process. It was agreed, however, that Registry would draft a letter, for consideration by Standing Committee at its meeting of 4 July 2002, which would clarify for second external examiners the nature and extent of their duties.

Jennifer Butler/Registrar

6.5 Application for direct entry to PhD register

Student ref. SC/2002/A5/6.5, School of Mechanical & Manufacturing Engineering
Approved.

It was agreed that Registry would revise all postgraduate forms, where necessary, to ensure that each signature had beside it a space for printing the name of the relevant person.

7. Proposed amendments to BSc in Sport Science & Health programme

Approved for the academic year 2002-2003. The Programme Chair is to be requested to conduct a review of the revised structure before the end of 2002-2003.

Louise McDermott

8. Replacement of external expert on Fiontar accreditation board

Approved.

9. Proposal on re-evaluation of GCE qualifications

Approved.

10. Proposal for system of half-degree programmes for DCU

Approved in principle. Agreed that Standing Committee would recommend to Academic Council that interested Programme Boards be requested to devise, and implement, pilot schemes and that all Programme Boards be requested to give continuing consideration to increasing flexibility in terms of student choice of pathways through programmes. **Registrar**

11. Proposal from IML/IBL Programme Board to schedule examination for module JA320 in DCU during autumn repeat examinations

Approved.

12. Request for academic structure change to MA in Pastoral Leadership (All Hallows College)

Approved subject to clarification of two minor queries and confirmation that credits and weightings would be in alignment with each other in the revised structure.

Louise McDermott

13. Report from Retention Steering Group

Approved. It was noted that the First-year Student Support Facilitator would be invited to Standing Committee early in the 2002-2003 academic year to report on the further progress of the group. **Registrar**

14. External examiner benchmarking exercise

The variation in fees across the universities was noted. It was agreed that the acceptance of appointment fee should be discontinued, that consideration should be given to revising the fee for acting as an external examiner to one taught programme and to introducing a fee for acting as an external examiner for a minor thesis, and that the possibility of making further adjustments to the fees should be explored. It was agreed that a revised table of fees would be prepared by Registry and presented to Standing Committee for consideration at its meeting of 4 July 2002.

Jennifer Butler

15. AOB

None.

Date of next meeting: Thursday 4 July 2002

Signed: _____
Chairman

Date: _____