

ACADEMIC COUNCIL – STANDING COMMITTEE

MINUTES

Thursday 5 September 2002

9.00-11.45 a.m. in AG01

Present: Professor Patricia Barker (Chairman), Dr Eoin Cassidy,
Professor David Jacobson, Dr Paraic James, Dr Seán Marlow,
Mr Mícheál Mac Conmara, Ms Louise McDermott (Recording Secretary),
Mr Michael Moriarty, Dr Jim Murray, Dr Ronnie Saunders

Apologies: Professor Martin Henry, Dr Liam Mac Mathúna, Mr Paul Sheehan

Observer: Ms Brenda Gaughan

Action

1. Adoption of agenda

The agenda was adopted subject to the inclusion of three submissions under Item 17.

2. Minutes of the meeting of 4 July 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 A revised schedule of fees for external examiners is being prepared. It will be piloted in the DCU Business School, and the results of the pilot will be reported to Standing Committee. (Item 3.5)

3.3 Standing Committee approved the changes to the academic structure of the Corporate MBA programme which the Centre for Executive Education had been asked to submit (Item 4.3).

- 3.4 Standing Committee approved the registration arrangements proposed for a postgraduate research student in the School of Mechanical & Manufacturing Engineering, and approved the request that the student be allowed direct entry to the PhD register (Item 6.2.1).
- 3.5 Standing Committee approved the proposal to introduce grading on the Graduate Diploma in Learning Support and the Graduate Diploma in Advanced Studies in Special Education offered by St Patrick's College, Drumcondra (Item 8).
- 4. Faculty/Committee/Programme Board minutes**
- 4.1 Programme Board: MA in Journalism, 06/03/02. Noted and approved.
The Programme Chair is to be asked to ensure that minutes are submitted to Standing Committee as soon as possible after meetings.
- 4.2 Programme Board: MSc in Information Technology, 28/05/02. Noted and approved.
- 4.3 Programme Board (Standing Committee): BA in Journalism, 19/06/02. Noted and approved. The Programme Chair is to be requested to ensure that minutes are presented in the correct format.
- 4.4 Programme Board: BSc in Sport Science and Health, 21/06/02. Noted and approved.
- 4.5 Programme Board: BSc in Applied Physics and Physics with a Language, 24/06/02. Noted and approved.
- 4.6 Programme Board: BSc in Science Education, 25/06/02. Noted and approved.
- 4.7 Programme Board: Diploma in Nursing: Psychiatric (St Ita's and St Vincent's), 25/06/02. Noted and approved.
- 4.8 Programme Board: Diploma in Nursing: General (Beaumont), 26/06/02. Noted and approved.
- 4.9 Programme Board: Post-registration Nursing, 27/06/02. Noted and approved.
- 4.10 Joint Programme Board: Diploma in Nursing: Mental Handicap (St Joseph's and St Louise's), 28/06/02. Noted and approved subject to the correction of the information on appeals in Item 5.2.
- 4.11 Programme Board: Diploma in Nursing: General (James Connolly), 28/06/02. Noted and approved.
- 4.12 Programme Board: Grad Dip/MEng in Electronic Systems; Grad Dip/MEng in Telecommunications Engineering, 12/07/02. Noted and approved.
- 4.13 Programme Board: Grad Dip in Information Technology, 06/08/02. Noted and approved.
- 4.14 Programme Board: BEng in Telecommunications Engineering/BEng in Digital Media Engineering, 19/08/02. Noted and approved.

- 4.15 Programme Board: Grad Dip/MSc in Computer-aided Mechanical & Manufacturing Engineering, 26/08/02. Noted and approved.

The Registrar is to request Executive to ensure more timely information on budget allocations so as to obviate the need for Schools to make late changes to the academic structure as a consequence of non-renewal of staff contracts. The Registrar is also to request Programme Boards to ensure that, where changes have to be made after registration schedules have been made available to students, staff from the School are present at registration to explain the changes to students.

Registrar

5. Appointment of external examiners

5.1 Taught programmes

- 5.1.1 Dr P J Armstrong, Queen's University, Belfast
Mechanical modules on BEng in Mechatronic Engineering,
School of Mechanical and Manufacturing Engineering
Approved.
- 5.1.2 Dr F Owens, University of Ulster
BEng in Electronic Engineering, School of Electronic Engineering
Approved.
- 5.1.3 Mr S Mac Gabhann, NUI Maynooth
BSc in Airgeadas, Ríomhaireacht & Fiontraíocht, Fiontar
Approved.
- 5.1.4 Professor F Ackerman, University of Strathclyde
Undergraduate and postgraduate modules in
Strategy/Management/Organisation Theory, DCUBS
Approved.
- 5.1.5 Dr M Rogers, University of Surrey
German and/or Translation modules, SALIS
Approved.
- 5.1.6 Professor D Jones, University of Birmingham
BSc in Sport Science and Health, Centre for Sport Science and Health
Approved.
- 5.1.7 Professor C Murphy, University College Cork
Undergraduate and postgraduate modules in Information Systems/
E-Commerce, DCUBS
Approved.
- 5.1.8 Mrs H Hurst, Kingston University
Diploma in Nursing, School of Nursing (re-appointment)
Approved.

5.1.9 Mr J Caslin, Eagle Star Life Ltd.
Mr P Cooper, University of Southampton
Dr R Verrall, City University, London
Ms D Walters, Heriot-Watt University
Mr S Whelan
(all re-appointments)
Taught programmes, School of Mathematical Sciences
Approved.

5.2 Postgraduate research students

- 5.2.1 Dr Kevin Williams, Mater Dei Institute of Education
Professor Declan Irvine, NUI Galway
Student ref. SC/2002/A7/5.2.1, PhD, School of Education Studies
Approved.
- 5.2.2 Dr P J Armstrong, Queen's University Belfast
Student ref. SC/2002/A7/5.2.2, MEng, School of Mechanical &
Manufacturing Engineering
Approved.
- 5.2.3 Professor M Moore, Queen's University Belfast
Student ref. SC/2002/A7/5.2.3, MBS, DCU Business School
Approved.
- 5.2.4 Dr M Hayes, University of Limerick
Student ref. SC/2002/A7/5.2.4, MEng, School of Electronic Engineering
Approved.
- 5.2.5 Dr J Donegan, Trinity College Dublin
Student ref. SC/2002/A7/5.2.5, MSc, School of Physical Sciences
Approved.
- 5.2.6 Dr E Conway, University of Limerick
Student ref. SC/2002/A7/5.2.6, MA, School of Communications
Approved.
- 5.2.7 Professor O Ward, University of Waterloo, Ontario, Canada
Student ref. SC/2002/A7/5.2.7, PhD, NCTCC
Approved subject to the form being signed by the Head of the School of
Biotechnology.
- 5.2.8 Dr C T Elliott, Queen's University Belfast
Student ref. SC/2002/A7/5.2.8, PhD, School of Biotechnology
Approved.
- 5.2.9 Professor E J Duke, University College Dublin
Student ref. SC/2002/A7/5.2.9, PhD, NCTCC
Approved subject to the form being signed by the Head of the School of
Biotechnology.

- 5.2.10 Dr K Carroll, Institute of Technology, Tallaght
Student ref. SC/2002/A7/5.2.10, MSc, NCTCC
Approved subject to the form being signed by the Head of the School of Biotechnology.
- 5.2.11 Dr S Gillis, University of Exeter
Student ref. SC/2002/A7/5.2.11, PhD, School of Communications
Approved.
- 5.2.12 Dr G Moane, University College Dublin
Student ref. SC/2002/A7/5.2.12, PhD, SALIS
Approved.
- 5.2.13 Dr B Baars, Neurosciences Institute, San Diego, California
Student ref. SC/2002/A7/5.2.13, PhD, School of Computer Applications
Approved.
- 5.2.14 Dr M Ó Cinnéide, University College Dublin
Student ref. SC/2002/A7/5.2.14, MSc, School of Computer Applications
Approved.
- 5.2.15 Professor A McGettrick, University of Strathclyde
Student ref. SC/2002/A7/5.2.15, PhD, School of Education Studies
Approved.
- 5.2.16 Dr B Tonra, European Institute, University College Dublin
Student ref. SC/2002/A7/5.2.16, MBS, School of Law & Government
Approved subject to confirmation that the qualification sought is in fact a Master's and not a PhD.

6. Postgraduate research matters

6.1 Applications to transfer to the PhD Register

- 6.1.1 Student ref. SC/2002/A7/6.1.1, SALIS
Approved.
- 6.1.2 Student ref. SC/2002/A7/6.1.2, School of Education Studies
Approved subject to the appointment of a second supervisor.
- 6.1.3 Student ref. SC/2002/A7/6.1.3, School of Mathematical Sciences
Approved.
- 6.1.4 Student ref. SC/2002/A7/6.1.4, School of Mathematical Sciences
Approved.
- 6.1.5 Student ref. SC/2002/A7/6.1.5, SALIS
Approved.
- 6.1.6 Student ref. SC/2002/A7/6.1.6, School of Chemical Sciences
Approved.

- 6.1.7 Student ref. SC/2002/A7/6.1.7, School of Biotechnology/NCTCC
Approved subject to the form being signed by the Head of the School of Biotechnology.
- 6.1.8 Student ref. SC/2002/A7/6.1.8, School of Biotechnology
Approved.
- 6.1.9 Student ref. SC/2002/A7/6.1.9, School of Computer Applications
Approved.
- 6.1.10 Student ref. SC/2002/A7/6.1.10, School of Biotechnology
Approved.
- 6.1.11 Student ref. SC/2002/A7/6.1.11, SALIS
Approved.
- 6.1.12 Student ref. SC/2002/A7/6.1.12, SALIS
Approved.
- 6.1.13 Student ref. SC/2002/A7/6.1.13, SALIS
Approved.
- 6.1.14 Student ref. SC/2002/A7/6.1.14, School of Electronic Engineering
Approved.

6.2 Application for direct entry to PhD register

- 6.2.1 Student ref. SC/2002/A7/6.2.1, School of Computer Applications
Approved.
- 6.2.2 Student ref. SC/2002/A7/6.2.2, School of Computer Applications
Approved.

6.3 Special-case admissions requests - Master's register

- 6.3.1 Student ref. SC/2002/A7/6.3.1, School of Computer Applications
Approved.
- 6.3.2 Student ref. SC/2002/A7/6.3.2, School of Education Studies
Approval deferred pending additional information about the reasons admission is being sought for the applicant, clarification of whether or not it is proposed to ask the applicant to take a qualifying examination, and evidence that the applicant has met the University's minimum English-language requirements.
- 6.3.3 Student ref. SC/2002/A7/6.3.3, School of Mechanical & Manufacturing Engineering
Approved.

6.3.4 Student ref. SC/2002/A7/6.3.4, School of Mechanical & Manufacturing Engineering
Approved.

6.3.5 Student ref. SC/2002/A7/6.3.5, School of Communications
Approved subject to confirmation of the details of the applicant's primary degree.

6.3.6 Student ref. SC/2002/A7/6.3.6, School of Mechanical & Manufacturing Engineering
In view of the complexity of the issues raised by this proposal, the following was agreed: in certain circumstances and on a case-by-case basis, an arrangement such as that proposed may be considered; any modules taken, for Master's qualifier purposes, concurrently with Master's research should be Semester 1 modules; the School of Mechanical & Manufacturing Engineering may, if it wishes, submit a proposal to the meeting of Standing Committee of 3 October 2002; any student(s) who are permitted to undertake concurrent taught modules and research on foot of such a proposal will be deemed to be participating in a pilot programme and will have their progress reviewed in 2004; a regulation to cover the principles agreed is to be drafted by the Registry and submitted for approval to the meeting of Standing Committee of 3 October 2002; a working party is to be convened by Ms Gaughan to examine the technical issues raised by the proposal and report on them to a future meeting of Standing Committee.

Jennifer Butler Brenda Gaughan

6.3.7 Student ref. SC/2002/A7/6.3.7, School of Computer Applications
Approved.

6.4 Request for a change of supervisor

Student ref. SC/2002/A7/6.4, School of Computer Applications

Approved.

7. Special-case admissions

7.1 Grad Dip/MBS in Safety & Health at Work

Approved. Standing Committee noted with approval the clarity of presentation of the request.

7.2 Corporate MBA

Approved.

7.3 Corporate MBA (Local Government)

Approved.

7.4 MA in International Relations (part time) and MA in Globalisation

Approved.

7.5 MBS in Human Resource Strategies

Approved. The Programme Chair is to be requested to use the pro-forma available online if making future requests.

8. Exemptions from modules - Post-registration Nursing

Approved.

9. Relaxation of entry requirements for undergraduate programmes in Engineering

Following discussion, Standing Committee noted the temporary arrangements which had been made. The Registrar is to discuss the issue with the President and the Deputy President. **Registrar**

10. Instructors' course in manual handling: School of Nursing

Noted.

11. Changes to academic structure: Grad Dip/MSc in Renal Nursing

Noted and approved.

12. Changes to academic structure: modules in Japanese for IML3/IBL3

Noted and approved.

13. Changes to academic structure: modules in Psychology (All Hallows College)

Noted and approved.

14. Proposed policy on certification of illness and other extenuating circumstances

Noted. Thanks were expressed to Mr Patrick Kinsella for the work he had done on this issue. Agreed that Mr Moriarty, in consultation with the Registrar, would draft guidelines which Students' Union officers would be asked to use when advising students on these issues. Agreed that the Registrar would check whether or not additions needed to be made to the extenuating circumstances form, and arrange for these additions to be made if necessary. **Mr Moriarty** **Registrar**

15. Verbal report from Chair of Anonymous Marking Committee

Ms Phylomena McMorrow, Examinations Office and Chair of the Anonymous Marking Committee, reported on the work of the committee to date. The committee is currently exploring ways of using technology to reduce the time needed to administer anonymous marking. If agreed by Academic Council, it is proposed to conduct a feasibility study with a view to piloting the scheme again in 2002/03, in order to ensure the smooth working of the technology, and implementing it University wide in 2003/04. Ms McMorrow is to submit a written report to the 9 October 2002 meeting of Academic Council. Standing Committee complimented her and the other members of the committee on the very considerable amount of work that had been done to date on the issue.

16. Request for a fifth attempt to pass examinations (IML)

Approved.

17. AOB

17.1 Report on the pilot initiative on Mathematics support for Access students

Noted and approved in respect of the students currently participating in the initiative. Dr Noel Murphy and the tutor group were congratulated for the work they had done in relation to this issue.

17.2 Procedure for notifying the Registry when a research supervisor retires

Noted that a procedure had been put in place whereby the Personnel Office would notify the Registry of the retirement of staff members who were research supervisors to enable action to be taken on appointing a successor.

17.3 Working group on possible changes - Academic Council and Academic Council Standing Committee

Noted that a working group on possible changes to the composition of Academic Council and Standing Committee would be set up.

Date of next meeting: Thursday 3 October 2002

Signed: _____
Chairman

Date: _____