

ACADEMIC COUNCIL – STANDING COMMITTEE

MINUTES

Thursday 7 November 2002

9.00-10.55 a.m. in Executive Meeting Room

Present: Professor Patricia Barker (Chairman), Mr John Canavan,
Dr Eoin Cassidy, Professor Martin Henry, Mr Mícheál Mac Conmara,
Ms Louise McDermott (Recording Secretary), Mr Michael Moriarty,
Dr Jim Murray, Dr Ronnie Saunders, Mr Paul Sheehan

Apologies: Dr Paraic James, Dr Seán Marlow, Dr Liam Mac Mathúna,
Dr Barry McMullin

Observer: Ms Brenda Gaughan

The Chairman welcomed Mr John Canavan, Acting Registrar of St Patrick's College, to the meeting.

Action

1. Adoption of agenda

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

2. Minutes of the meeting of 3 October 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 revised schedule of fees for external examiners will shortly be piloted in Dublin City University Business School, and the results of the pilot will be conveyed to Standing Committee. (Item 3.2)

- 3.3 The *Guide for Students* on certification of illness and other extenuating circumstances, which had been circulated by Mr Moriarty, was approved. Thanks were conveyed to Mr Moriarty and his colleagues in the Students' Union for their work on this. The policy will be made available on the Students' Union and Registry web pages, and the attention of all staff members will be drawn to its existence. (Item 3.6)

Registrar

- 3.4 The Registrar has circulated to Heads and Professors a document on the proposed structural changes to Academic Council, and the issue will be discussed by Academic Council at its meeting of 11 December 2002. (Item 3.7)

- 3.5 It was noted that there is, at present, no fee structure for research students wishing to study part time and that Mr Eamonn Cuggy, Finance Officer, is to present to the Budget Sub-committee of Executive a proposal to institute part-time research fees. (Item 6.3)

Registrar

4. Faculty/Committee/Programme Board minutes

- 4.1 Programme Board: MBS in Marketing/MBS in Strategic International Marketing, 26/06/02. Noted and approved.
- 4.2 Programme Board: BSc in Financial Mathematics, 24/09/02. Noted and approved.
- 4.3 Programme Board: Bachelor of Business Studies, 02/10/02. Noted and approved.
- 4.4 Programme Board: Graduate Diploma/MA in Translation Studies, 03/10/02. Noted and approved.
- 4.5 Programme Board: BA in Accounting and Finance, 08/10/02. Noted and approved. The reference in Item 7 to statistics on examination results was noted, and it was agreed that members of the Faculty Administration Peer Group would meet Ms Margaret O'Flanagan of the Education and Management Analysis Office in the Registry to discuss possible enhancements to the statistical information made available to Progression and Awards boards. **FAPG/Margaret O'Flanagan**
- 4.6 Programme Board: MBS in Marketing/MBS in Strategic International Marketing, 09/10/02. Noted and approved.
- 4.7 Programme Board: BEng in Electronic/Telecommunications and Digital Media Engineering, 16/10/02. Noted and approved. It was noted that the issue raised in Item 13.2 was a matter for approval by the Programme Board only, not by Standing Committee. While it was noted that the concern about the state of some classrooms in the Henry Grattan Building, referred to in Item 12, should have been referred in the first instance to the Buildings Office, it was none the less agreed that substandard accommodation

adversely affected academic performance and that therefore the Registrar would draw the attention of the Budget Sub-committee of Executive to this issue. **Registrar**

- 4.8 Programme Board: (European) BEng/MEng in Electronic Systems, 16/10/02. Noted and approved.
- 4.9 Programme Board: Professional Diploma in Accounting, 17/10/02. Noted and approved.
- 4.10 Programme Board: Postgraduate programmes in Electronic Systems and Telecommunications, 16/10/02. Noted and approved. Agreed that the Registrar would bring to the attention of the Budget Sub-committee of Executive the concern highlighted in Item 4.3. **Registrar**
- 4.11 Programme Board, Graduate Diploma in Safety and Health at Work, 05/11/02. Noted and approved.

It was noted that the some meetings had taken place very close to the beginning of the academic year and agreed that the Registrar would request all Programme Chairs not to schedule the first meeting of each academic year before mid-October so as to give all class groups sufficient time to elect class representatives who would attend meetings. **Registrar**

5. Appointment of external examiners

5.1 Taught programmes

- 5.1.1 Mr C Dunne, ANAM Wireless Internet Solutions,
Modules in Business Spanish, School of Applied Language and Intercultural Studies
It was not possible to grant approval, on the grounds that the proposed examiner graduated from Dublin City University less than five years ago. Agreed that the School would be requested to nominate an alternative examiner.
- 5.1.2 Dr M Killeavy, University College Dublin
Bachelor in Religious Education, Mater Dei Institute of Education
Approved.
- 5.1.3 Dr S Horrocks, University of Salford
Modules on Nursing programmes, School of Nursing
Approved.
- 5.1.4 Dr G Smith, University of Edinburgh
Modules on Nursing programmes, School of Nursing
Approved.
- 5.1.5 Professor R Northway, University of Glamorgan
Modules on Nursing programmes, School of Nursing
Approved.

- 5.1.6 Professor J Boore, University of Ulster
Bachelor of Nursing Studies, School of Nursing
Approved.
- 5.1.7 Professor F Mitchell, University of Edinburgh and Professor E Cahill,
University College Cork (re-appointments)
Modules on programmes in Dublin City University Business School
Approved.
- 5.1.8 Dr R Gray, Heriot-Watt University
Modules on the BSc in Financial and Actuarial Mathematics,
School of Mathematical Sciences
Approved.
- 5.1.9 Professor J O'Donoghue, University of Limerick
BSc/Diploma in Information Technology, Oscail
Approved.
- 5.1.10 Professor M Daly, Queen's University, Belfast
BA in Humanities and BSc in Information Technology, Oscail
Approved.
- 5.1.11 Professor M O'Dowd, Queen's University Belfast
BA in Humanities, Oscail
Approved.
- 5.1.12 Professor C Burkely, University of Limerick
BSc in Information Technology, Oscail
Approved.
- 5.1.13 Professor N Sheehy, Queen's University Belfast
MSc in Internet Systems, Oscail
Approved.
- 5.1.14 Dr M Williams, University of Leeds
Final-year oral presentations on Oscail programmes
Approved.
- 5.1.15 Dr D Smyth, University College Dublin
Language modules on the BA in Applied Languages, the BA in
International Marketing/Business and Languages, the BA in European
Business and the Graduate Diploma/MA in Intercultural Studies,
School of Applied Language and Intercultural Studies
Approved.
- 5.1.16 Ms A Tucker (re-appointment)
Translation modules on programmes offered by School of Applied
Language and Intercultural Studies
Approved subject to clarification of the duration of the proposed
appointment.

- 5.1.17 Professor P J Murphy, University College Cork
Graduate Diploma/MEng in Electronic Systems, Graduate Diploma/MEng
in Telecommunications Engineering, RACeE programme, School of
Electronic Engineering
Approved.
- 5.1.18 Dr J Slevin, NUI Maynooth
BSc in Science Education
Approved.
- 5.1.19 Dr V Hanley, University of Southampton
An tOllamh Ruairí Ó hUiginn, NUI Maynooth
Professor T Bartlett, University College Dublin
Dr M Cawley, NUI Galway
Professor M Sheer, University College Dublin
Revd Dr T Norris, St Patrick's College, Maynooth
Professor J Elliott, University of East Anglia
(re-appointments)
Degree programmes in St Patrick's' College
Approved.

It was noted that the School of Nursing had a particularly large number of external examiners, and agreed that the Registrar would discuss this matter with the Head of School.
Registrar

5.2 Postgraduate research students

- 5.2.1 Dr D Leech, NUI Galway
Student ref. SC/2002/A9/5.2.1, PhD, School of Biotechnology
Approved.
- 5.2.2 Dr A Daly, NUI Maynooth
Student ref. SC/2002/A9/5.2.2, PhD, Dublin City University
Business School
Approved.
- 5.2.3 Professor N Brown, University of Ulster
Student ref. SC/2002/A9/5.2.3, PhD, School of Chemical Sciences
Approved.
- 5.2.4 Professor R Williams, University of Edinburgh
Student ref. SC/2002/A9/5.2.4, PhD, School of Communications
Approved.
- 5.2.5 Dr A Cater, University College Dublin
Student ref. SC/2002/A9/5.2.5, MSc, School of Computer Applications
Approved.

- 5.2.6 Dr W G Scanlon, Queen's University Belfast
Student ref. SC/2002/A9/5.2.6, MEng, School of Electronic Engineering
Approved.
- 5.2.7 Professor A Michette, University of London
Student ref. SC/2002/A9/5.2.7, PhD, School of Physical Sciences
Approved.

6. Postgraduate research matters

6.1 Applications to transfer to the PhD Register

- 6.1.1 Student ref. SC/2002/A9/6.1.1, Dublin City University Business School
Approved.
- 6.1.2 Student ref. SC/2002/A9/6.1.2, School of Chemical Sciences
Approved.
- 6.1.3 Student ref. SC/2002/A9/6.1.3, School of Computer Applications
Approved.
- 6.1.4 Student ref. SC/2002/A9/6.1.4, School of Electronic Engineering
Approved.
- 6.1.5 Student ref. SC/2002/A9/6.1.5, School of Electronic Engineering
Approved.
- 6.1.6 Student ref. SC/2002/A9/6.1.6, School of Mechanical and
Manufacturing Engineering
Approved.
- 6.1.7 Student ref. SC/2002/A9/6.1.7, School of Mechanical and
Manufacturing Engineering
Approved.
- 6.1.8 Student ref. SC/2002/A9/6.1.8, School of Physical Sciences
Approved.

6.2 Re-assignment of PhD internal examiners (NCTCC)

Approved.

6.3 Proposal for the administration of a pilot programme allowing students to take qualifier modules concurrently with Master's research

Approved. Thanks were expressed to Brenda Gaughan and the other members of the working group which had drafted the proposal.

**6.4 Request for student to register on two programmes
(School of Electronic Engineering)**

Approved.

6.5 Requests for re-registration in 2002/03 under ‘completion’ status

Approved. Agreed that the Registrar would discuss with the Vice-president for Research the option of allowing research students to defer a year’s study under certain circumstances.
Registrar

6.6 Application for direct entry to PhD register (School of Mechanical and Manufacturing Engineering)

Approved.

6.7 Transfer of PhD research student from Galway/Mayo Institute of Technology to DCU (School of Mechanical and Manufacturing Engineering)

Decision deferred pending the submission of more detailed background information.

6.8 Request to continue as examiner for two PhD students and proposal re postgraduate supervision regulations (School of Communications)

Agreed that no change would be made to Section 6 of the current *Academic Regulations for Postgraduate Degrees by Research and Thesis*, i.e. that there would be no requirement for a research student to obtain the permission of the supervisor before providing notification of intent to submit a thesis.

The decision on the request to allow a supervisor to be accorded the status of an examiner at an oral examination for a PhD student was deferred.

Agreed that the Registrar would investigate practice in other universities.

Registrar

6.9 Request for direct entry to Master’s register (School of Electronic Engineering)

Approved.

6.10 Request for special-case admission to concurrent MEng/MEng Qualifier programme (School of Mechanical and Manufacturing Engineering)

Approved subject to confirmation that the modules referred to are taught in the same semester and that it is possible for a student to sit examinations in both, i.e. that are not timetabled concurrently in the examinations timetable.

Louise McDermott

7. Requests for module exemptions

7.1 Professional Diploma in Accounting

Approved.

7.2 Bachelor of Nursing Studies

Approved.

7.3 BEng in Mechatronic Engineering

Approved.

7.4 BSc in Computer Applications

Approved; however, one request was approved subject to clarification of the name of the awarding body for the prior qualification the student had obtained.

Louise McDermott

7.5 Bachelor of Nursing Studies

Approved. The School of Nursing is to be requested to incorporate an exemption in relation to the prior qualification in question (European Computer Driving Licence) into the programme regulations so that future requests will not require once-off approval from Standing Committee.

Louise McDermott

8. Requests for special-case admissions

8.1 Graduate Diploma in Translation Studies

Approved.

8.2 MA in International Relations (part-time)

Approved.

9. Proposed changes to academic structure

9.1 Module MS136 (Dublin City University Business School)

Approved.

9.2 Graduate Diploma in Translation Studies

Approved.

9.3 Module NS477 (School of Nursing)

Approved subject to confirmation that the external examiner has seen, and approved of, the responses to the queries he had raised.

10. Proposal for exemptions policy for modules on the Graduate Diploma/MSc in Nursing framework

Noted. The Programme Chair is to be asked to discuss the policy with Ms Siobhán Ní Mhaolrúnaigh, who is preparing a draft proposal on the accreditation of prior experiential learning. **Louise McDermott**

11. Any other business

None

Date of next meeting: Thursday 5 December 2002

Signed: _____
Chairman

Date: _____