

ACADEMIC COUNCIL – STANDING COMMITTEE

MINUTES

Thursday 3 November 2005

9.00-11.15 a.m. in A204

Present: Professor Maria Slowey (Chair), Mr Jonathan Begg, Ms Olivia Bree, Professor Martin Henry, Dr Paraic James, Professor Eugene Kennedy, Dr Breandán Leahy, Ms Louise McDermott (Recording Secretary), Mr Mícheál Mac Conmara, Dr Ronnie Saunders

Apologies: Dr Seán Marlow, Mr Paul Sheehan

1. Adoption of agenda

The agenda was adopted subject to the inclusion of three additional submissions under Item 5.1, three additional submissions under Item 5.2, one additional submission under Item 6.1, the substitution of the following item: ‘Request for special provision in respect of a *viva voce* examination (School of Mechanical and Manufacturing Engineering)’ for the existing Item 6.5 and one additional submission under Item 8.

2. Minutes of the meeting of 6 October 2005

Confirmed, subject to the substitution of ‘University of Ulster’ for ‘University of Swansea’ in Item 5.1.1, and signed by the Chair.

3. Matters arising from the minutes

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

3.2 Noted that the working group set up by Executive to look at conflict of interest issues across the University was progressing its activities. (Item 3.2)

- 3.3 Noted that the issue of notional learning time within modules had been adverted to by the Working Group on Modularisation. (Item 3.3)
- 3.4 The draft recommendations of the Working Group set up to discuss matters relating to postgraduate research students and external examiners were reviewed, and a number of additional recommendations were proposed. Agreed that the Working Group would discuss these additional recommendations and make a further report to Standing Committee at its meeting of 1 December 2005. (Item 3.4)
- 3.5 Noted that, once the regulations on frequency of appointment of external examiners (see 3.4 above) had been agreed and if it were necessary on the basis of these regulations to distinguish between Master's and PhD supervision, the Registry would be requested to specify, on nomination forms, whether previous work carried out by external examiners related to Master's or PhD students or both. (Item 3.5)
- 3.6 Noted that discussions were in progress about the current financial provision for research work on APL. Noted that Dr Saunders and Dr Ann Wickham were in the process of writing new proposals on APL. Noted that the issue of APEL would be dealt with after experience had been obtained with APL. (Item 3.6)
- 3.7 Noted that a proposal from the Working Group on Deferrals had been submitted to the 27 September 2005 meeting of Budget Committee. (Item 3.7)
- 3.8 Noted that consideration might be given, at a future date, to the use of bilingual Irish/English forms, as is currently the practice in St Patrick's College. (Item 3.8)
- 3.9 Noted that final information about a proposed second supervisor for a research student was awaited from a School and that two possible supervisors had been identified to date. (Item 3.12)
- 3.10 Noted that requests for special-case admission to the PhD register for two candidates were on the agenda of the present meeting. (Item 3.13)
- 3.11 Noted that a Programme Chair had been asked to ensure that no references were made in minutes which could identify a particular student. (Item 4.1)
- 3.12 Noted that a School had, as requested, identified an alternative external examiner for a taught programme and that the new nomination was on the agenda of the present meeting. (Item 5.1.4)
- 3.13 Noted that the issue of completing and signing nomination forms for external examiners for research students had been discussed with a Head of School. (Item 5.2.2)

- 3.14 A request for a change of supervisor was approved. Agreed that the School would be advised that the situation that had arisen had been unsatisfactory and that it was proposed to include a stipulation in *Academic Regulations for Postgraduate Degrees by Research and Thesis* to the effect that supervision should normally be the responsibility of the nominated supervisor. (Item 6.3)
- 3.15 All outstanding requests for re-registration under 'write-up' status were approved. Noted that the issues relating to this type of registration were under discussion by the Working Group referred to under 3.4 above. (Item 6.4)
- 3.16 Noted that resubmitted requests for special-case admission were on the agenda of the present meeting. (Item 7.2)
- 3.17 Noted that the information which had been requested in respect of a candidate for admission to the University had been provided and was satisfactory. The request for admission was therefore approved. (Item 10)
- 3.18 Noted that the question of the proportion of credits that a student would have to complete in the University in order for his/her award to be deemed a University award would be discussed by the Working Group on Modularisation. (Item 10)
- 3.19 Noted that a School had confirmed that it had considered all alternatives to the award of an *aegrotat* degree in respect of a student. Noted that the request to approve this award had been approved by Academic Council at its meeting of 12 October 2005. (Item 11)
- 3.20 Noted that a School had, as requested, made modifications to its proposed bridging programme for a group of students. The proposal was therefore approved. (Item 13)

4. Faculty/Committee/Programme Board minutes

- 4.1 Programme Board: BA in Accounting and Finance, 05/10/05.
Noted and approved.
- 4.2 Programme Board: BA in European Business, 05/10/05.
Noted and approved.
- 4.3 Programme Board: Bachelor of Business Studies, 06/10/05.
Noted and approved.
- 4.4 Director's meeting (i.e. meeting convened by the Director), MBS in Marketing/Executive Master's in Marketing, 11/10/05.
Noted and approved.

- 4.5 Electronic meeting of Standing Committee of Programme Board:
BSc i bhFiontraíocht le Ríomhaireacht/Gaeilge Fheidhmeach, 14/10/05.
Noted and approved. Noted that the proposal in respect of language
modules might have implications for the Diploma Supplement, and agreed
that this matter would be raised with the Registry.
- 4.6 Joint Programme Board: undergraduate programmes in the School of
Electronic Engineering, 14/10/05. Noted and approved.
- 4.7 Outcomes of Programme Boards in the Faculty of Humanities and Social
Sciences in respect of amendments to academic structures for 2005/06,
14/10/05. Noted and approved.
- 4.8 Joint Programme Board: undergraduate programmes in the School of
Mechanical and Manufacturing Engineering, 21/10/05.
Noted and approved.
- 4.9 Programme Board: Graduate programme in the Management and
Applications of Information Technology in Accounting, 20/10/05.
Noted and approved. Noted, in respect of Item 4, that in cases where a
programme underwent a change of title, all students who had registered
under the original title normally graduated with that title.
- 4.10 Programme Board: BEng in Mechatronic Engineering, 21/10/05.
Noted and approved. Noted, in respect of Item 5, that no correspondence
had yet been sent to a nominated external examiner, and in respect of Item
8, that no offer of an *aegrotat* award had been made to a student. Noted that
the Programme Chair had undertaken to provide clarification of these
matters in the minutes of the next meeting of the Programme Board.

5. Appointment of external examiners

5.1 Taught programmes

- 5.1.1 Professor S Dineen, University College Dublin
Modules in the School of Mathematical Sciences
Approved.
- 5.1.2 *Reappointment*
Dr K Carroll, Institute of Technology, Tallaght
Modules in the School of Biotechnology
Approved.
- 5.1.3 Dr A Butterfield, Trinity College Dublin
MSc in Software Engineering
Approved.
- 5.1.4 Professor J McGeough, University of Edinburgh
BEng in Mechatronic Engineering
Approved.

- 5.1.5 Mr D Cahill, University College Dublin
Modules in Law in Dublin City University Business School and the School of Law and Government
Approved.
- 5.1.6 Dr B Clarke, University College Dublin
Modules in Law in Dublin City University Business School and the School of Law and Government
Approved.
- 5.1.7 Professor A G O'Farrell, National University of Ireland, Maynooth
Modules in Mathematics in St Patrick's College
Approved.
- 5.1.8 Dr R Bailey, Glasgow Caledonian University
Graduate Certificate/Graduate Diploma/MSc in Computer-aided Mechanical and Manufacturing Engineering
Approved.
- 5.1.9 Professor T Boylan, National University of Ireland, Galway
Modules in Finance in Dublin City University Business School
Approved.

5.2 Postgraduate research students

- 5.2.1 Professor S J Bull, University of Newcastle upon Tyne
Student ref. SC/2005/A10/5.2.1, PhD, School of Mechanical and Manufacturing Engineering
Approved.
- 5.2.2 Dr P Watkins, University of Manchester
Student ref. SC/2005/A10/5.2.2, PhD, School of Mechanical and Manufacturing Engineering
Approved.
- 5.2.3 Dr M T Bustard, Heriot-Watt University
Student ref. SC/2005/A10/5.2.3, MEng, School of Mechanical and Manufacturing Engineering
Approved.
- 5.2.4 Mr Robert Simpson, Dublin Institute of Technology
Student ref. SC/2005/A10/5.2.4, MEng, School of Mechanical and Manufacturing Engineering
Approved.
- 5.2.5 Dr N Preston, Curtin University of Technology, Australia
Student ref. SC/2005/A10/5.2.5, PhD, All Hallows College
Approved.

- 5.2.6 Professor N McKeown, Cardiff University
Student ref. SC/2005/A10/5.2.6, PhD, School of Chemical Sciences
Approved.
- 5.2.7 Dr R Anderson, University of Limerick
Student ref. SC/2005/A10/5.2.7, MSc, School of Health and Human
Performance
Approved.
- 5.2.8 Dr D McCormack, Dublin Institute of Technology
Student ref. SC/2005/A10/5.2.8, MSc, School of Chemical Sciences
Approved.
- 5.2.9 Dr D Leech, National University of Ireland, Galway
Student ref. SC/2005/A10/5.2.9, PhD, School of Chemical Sciences
Approved.
- 5.1.10 Professor M Sarwar, University of Northumbria at Newcastle
Student ref. SC/2005/A10/5.2.10, PhD, School of Mechanical and
Manufacturing Engineering
Approved.

6. Postgraduate research matters

6.1 Application for direct entry to the PhD register

- 6.1.1 Student ref. SC/2005/A10/6.1.1, School of Nursing
Approved.
- 6.1.2 Student ref. SC/2005/A10/6.1.2, School of Electronic Engineering
Approved. Noted that it would have been preferable to use standard
procedures from the outset in relation to this matter, and agreed that this
would be mentioned to the supervisor.
- 6.1.3 Student ref. SC/2005/A10/6.1.3, School of Electronic Engineering
Approved.
- 6.1.4 Student ref. SC/2005/A10/6.1.4, School of Electronic Engineering
Approved. Noted that it would have been preferable to use standard
procedures from the outset in relation to this matter, and agreed that this
would be mentioned to the supervisor.
- 6.1.5 Student ref. SC/2005/A10/6.1.5, School of Law and Government
Approved.
- 6.1.6 Student ref. SC/2005/A10/6.1.6, School of Biotechnology/ICNT
Approved.
- 6.1.7 Student ref. SC/2005/A10/6.1.7, School of Computing
Approved.
- 6.1.8 Student ref. SC/2005/A10/6.1.8, School of Computing
Approved.

- 6.1.9 Student ref. SC/2005/A10/6.1.9, Dublin City University Business School
Approved.
- 6.1.10 Student ref. SC/2005/A10/6.1.10, School of Electronic Engineering
Approved.
- 6.1.11 Student ref. SC/2005/A10/6.1.11, School of Computing
Approved.

6.2 Applications to transfer to the PhD register

- 6.2.1 Student ref. SC/2005/A10/6.2.1, School of Biotechnology
Approved.
- 6.2.2 Student ref. SC/2005/A10/6.2.2, School of Chemical Sciences
Approved.
- 6.2.3 Student ref. SC/2005/A10/6.2.3, School of Chemical Sciences
Approved.
- 6.2.4 Student ref. SC/2005/A10/6.2.4, School of Chemical Sciences
Approved.
- 6.2.5 Student ref. SC/2005/A10/6.2.5, School of Chemical Sciences
Approved.
- 6.2.6 Student ref. SC/2005/A10/6.2.6, School of Communications
Approved.
- 6.2.7 Student ref. SC/2005/A10/6.2.7, School of Computing
Approved.
- 6.2.8 Student ref. SC/2005/A10/6.2.8, School of Computing
Approved.
- 6.2.9 Student ref. SC/2005/A10/6.2.9, School of Electronic Engineering
Approved.
- 6.2.10 Student ref. SC/2005/A10/6.2.10, School of Mechanical and Manufacturing
Engineering
Approved.
- 6.2.11 Student ref. SC/2005/A10/6.2.11, School of Physical Sciences
Approved.
- 6.2.12 Student ref. SC/2005/A10/6.2.12, School of Electronic Engineering
Approved.
- 6.2.13 Student ref. SC/2005/A10/6.2.13, School of Computing
Approved.
- 6.2.14 Student ref. SC/2005/A10/6.2.14, School of Computing
Approved.
- 6.2.15 Student ref. SC/2005/A10/6.2.15, School of Biotechnology
Approved.
- 6.2.16 Student ref. SC/2005/A10/6.2.16, School of Biotechnology
Approved.

6.3 Request for change of supervisor

No items.

6.4 Request for re-registration under 'write-up' status**6.4.1 School of Mechanical and Manufacturing Engineering (one candidate)**

Approved.

6.4.2 School of Computing (one candidate)

Approved.

6.5 Request for special provision in respect of a *viva voce* examination (School of Mechanical and Manufacturing Engineering)

Agreed that, in view of the circumstances, the desirable course of action would be for the *viva voce* examination to take place in the external examiner's home university and for videoconferencing facilities be used, in accordance with University guidelines, and that this recommendation would be conveyed to the supervisor.

7. Requests for special-case admission**7.1 Master of Business Administration (six candidates)**

Approved. Noted that the requests had been submitted very late, and that lateness in this matter tended to be disadvantageous to students, and agreed to mention this to the Programme Chair.

8. Requests for exemption from modules**8.1 Bachelor of Nursing Studies (four candidates)**

Approved. Noted with approval that exemption arrangements with respect to stand-alone modules were under discussion in the School of Nursing.

8.2 Professional Diploma in Accounting (twenty-six candidates)

Approved. Noted with approval that the Programme Board were continuing to review the programme structure with a view to determining whether or not it might be possible to reduce the number of exemption requests in future.

8.3 BSc in Computer Applications (one candidate)

Approved.

8.4 BEng in Information and Communications Engineering (one candidate)

Approved.

9. Any other business

None.

Date of next meeting: Thursday 1 December 2005

Signed: _____
Chairperson

Date: _____