

ACADEMIC COUNCIL – STANDING COMMITTEE

MINUTES

Thursday 4 February 2004

9.00-10.30 a.m. in Executive Meeting Room

Present: Professor Maria Slowey (Chair), Dr Eoin Cassidy, Ms Anja Friedrich, Ms Brenda Gaughan, Professor Martin Henry, Dr Paraic James, Mr Mícheál Mac Conmara, Dr Liam Mac Mathúna, Dr Seán Marlow, Ms Louise McDermott (Recording Secretary), Dr Ronnie Saunders, Mr Paul Sheehan

Apologies: Professor David Jacobson

Standing Committee welcomed the incoming Vice-President for Learning Innovation, Professor Maria Slowey.

Professor Slowey and the other members of Standing Committee expressed their appreciation of the work done by the Deputy President, Professor Albert Pratt, in chairing Standing Committee from April 2003 to January 2004 and of the significant contribution also made to the work of Standing Committee by the outgoing Dean of Teaching and Learning, Dr Barry McMullin.

1. Adoption of agenda

The agenda was adopted subject to the inclusion of one additional submission under Item 4, one submission under Item 5.1, one additional submission under Item 5.2, one additional submission under Item 6.2 and three submissions under Item 9.

2. Minutes of the meeting of 15 January 2004.

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** Noted that a report from the Teaching and Learning Committee on the provision of lecture notes online would shortly be submitted for discussion by Standing Committee. (Item 3.2)
- 3.3** Noted that Standing Committee would, at a future meeting, review the frequency of appointment of external examiners. (Item 3.4)
- 3.4** Noted that confirmation was still awaited that a student who had applied for direct entry to the PhD register had successfully completed a taught Master's programme in another university. (Item 3.5)
- 3.5** Noted that the Appeals Board would, at its meeting of 16 February, discuss the following proposal: 'an opportunity to submit an appeal should be allowed on the basis of module results approved by a Programme Board Examination Review Committee where the lack of an opportunity to appeal prevents a student from making a decision whether or not to repeat an examination at the next sitting'. (Item 3.6)
- 3.6** Noted that it had not been possible to get further clarification in relation to the DCU graduate who, in applying for admission to the University of Stirling, had submitted two DCU transcripts in respect of the same qualification and the same year, each of which indicated different results. Agreed that further action on this issue would not be practicable. (Item 3.9)
- 3.7** The revised proposal on entry and exit mechanisms for students on the postgraduate programme in Computer-aided Mechanical and Manufacturing Engineering was approved subject to further information on the exit route for those who registered directly on Master's programme but subsequently did not achieve the weighted average mark required for progression to the Master's by those who had registered on the Graduate Diploma, and confirmation that every effort is made to timetable the programme so as to provide the modules in the order that best suits the students' needs. (Item 4.3)
- 3.8** Agreed that the issue of whether or not it is desirable for PhD students without a research Master's degree to enter the PhD register directly or enter the Master's register first would be kept under review. (Item 4.3)

- 3.9** Noted that clarification would be obtained soon, from the relevant Programme Chairs, about whether it was intended that the proposed revised compensation regulations for the BA in Communication Studies and the BSc in Multimedia were intended to be automatic or discretionary. (Items 4.5 and 4.8)

4. Faculty/Committee/Programme Board minutes

- 4.1 Joint Programme Board: Graduate Diploma in Translation Studies/Graduate Diploma in Intercultural Studies/Graduate Diploma in Comparative Literature, 26/11/03. Noted and approved subject to the provision of some further information about the reference in Item 2.2 to the duration of an examination and the reference in Item 3.6 to the need for support in relation to essay-writing to be provided to students. It was noted that the concern expressed in Item 8, about the financial penalties applied to applicants who withdrew from programmes before registering, was being discussed by the undergraduate and postgraduate working groups on admissions issues. It was noted, in relation to Item 9, that external examiners are nominated by the University and do not apply to act as such.
- 4.2 Joint Programme Board: MA in Communication and Cultural Studies/ MA in Political Communication, 17/12/03. Noted and approved.
- 4.3 Joint Programme Board: BA in Journalism/MA in Journalism, 17/12/03. Noted and approved.
- 4.4 Memo in relation to Programme Board: BA in Communication Studies, 27/01/04. Noted and approved.

It was agreed that Programme Chairs and Faculty Administrators would be requested to ensure that all minutes of Programme Board minutes contained a highlighted reference to the issues that were specifically drawn to the attention of Standing Committee. This procedure is followed in many cases, but has lapsed in others.

5. Appointment of external examiners

5.1 Taught programmes

- 5.1.1 Dr N O'Regan, University of Edinburgh
MA in Humanities (Music), St Patrick's College
Approved.

5.2 Postgraduate research students

- 5.2.1 Dr H Lewis, University of Limerick
Student ref. SC/2004/A2/5.2.1, MEng, School of Mechanical and Manufacturing Engineering
Approved subject to the inclusion of the countersignature beside the signature of the Head of School. Noted that it would be in the student's interests to rewrite the abstract to make the sense entirely clear, and agreed that this would be conveyed to the School.
- 5.2.2 Professor N Brown, University of Ulster
Student ref. SC/2004/A2/5.2.2, PhD, School of Chemical Sciences
- 5.2.3 Dr K Rockett, Trinity College Dublin
Student ref. SC/2004/A2/5.2.3, PhD, School of Communications
Approved.

6. Postgraduate research matters

6.1 Application for direct entry to the PhD register

- 6.1.1 Student ref. SC/2004/A2/6.1.1, School of Mechanical and Manufacturing Engineering

Approved.

6.2 Applications to transfer to the PhD register

- 6.2.1 Student ref. SC/2004/A2/6.2.1, School of Nursing
Approved.
- 6.2.2 Student ref. SC/2004/A2/6.2.2, School of Electronic Engineering
Approved.
- 6.2.3 Student ref. SC/2004/A2/6.2.3, School of Electronic Engineering
Approved.
- 6.2.4 Student ref. SC/2004/A2/6.2.4, School of Education Studies
Approved. Noted that only the report from the examiners was required, not the report from the student, and agreed that this information would be conveyed to the School.

6.3 Request for special-case admission to the Master's qualifying degree/Master's degree (School of Communications - one candidate)

Approved.

7. Requests for special-case admission

None.

8. Requests for exemption from modules (MEng in Telecommunications Engineering - one candidate)

Approved.

9. Any other business

9.1 Proposal on policy for teaching/examining family members or relatives

Approved subject to the inclusion of the words ‘or otherwise finding him/herself in a situation where a possible conflict of interest might arise’ between the word ‘relation’ and the word ‘it’ in the first bullet point.

9.2 Proposal on notional independent learning time within modules

Agreed to form a working group to further discussion on this issue and report back to the next meeting of Standing Committee.

9.3 *Curricula vitae* of proposed members of the Accreditation Board for the MSc in Cancer Prevention in Primary Care

Approved.

Date of next meeting: Thursday 4 March 2004

Signed: _____
Chairman

Date: _____