

**ACADEMIC COUNCIL – STANDING COMMITTEE**

**MINUTES**

Thursday 4 March 2004

9.00-11.00 a.m. in Executive Meeting Room

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

**Apologies:** Professor David Jacobson

**1. Adoption of agenda**

The agenda was adopted subject to the inclusion of one additional submission under Item 4, one additional submission under Item 5.2, one additional submission under Item 6.2 and one additional submission under Item 8.1.

**2. Minutes of the meeting of 5 February 2004.**

Confirmed and signed by the Chairperson.

**3. Matters arising from the minutes**

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

**3.2** Noted that the report from the Teaching and Learning Committee was on the agenda of the present meeting. (Item 3.2)

**3.3** Noted that Standing Committee would, at a future meeting, review the frequency of appointment of external examiners. (Item 3.3)

**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 3.4)

- 3.5** Agreed that a decision on 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’ would be deferred pending the outcome of the current discussions on modularisation and revisions to *Marks and Standards*. (Item 3.5)
- 3.6** The revised proposals on entry and exit mechanisms for the Graduate Diploma/MSc in Computer-aided Mechanical and Manufacturing Engineering were approved. It was agreed that the Programme Board would be requested to discuss, as soon as possible, the possibility of adopting a standard structure (in which the Graduate Diploma would account for 60 credits and the Master’s component for 15 additional credits). (Item 3.7)
- 3.7** Discussion of the proposed revisions to compensation regulations for the BA in Communication Studies and the BSc in Multimedia took place in tandem with discussion of the proposed revisions to the compensation regulations for the BA in Journalism (see Item 4.4 below). (Item 3.9)
- 3.8** Agreed to request some further revision to the proposed policy on teaching/examining or otherwise dealing with family members or relatives, so as to further emphasise the University’s commitment to good practice in this area. (Item 9.1)
- 3.9** Noted that a revised proposal on notional learning time within modules would be available shortly. (Item 9.2)

#### **4. Faculty/Committee/Programme Board minutes**

- 4.1 Joint Programme Board: MA in International Relations/MA in Globalisation, 18/11/03. Noted and approved.
- 4.2 Programme Board: Bachelor of Nursing Studies, 26/11/03. Noted and approved.
- 4.3 Joint Programme Board: MSc in Science Communication/MA in Film & Television Studies, 26/11/03. Noted and approved.
- 4.4 Programme Board: BA in Journalism, 20/01/04. Noted. Agreed that the Chairperson of this Programme Board, together with the Chairpersons of the Programme Boards for the BA in Communication Studies and the BSc in Multimedia, would be requested to discuss the possibility of agreeing common compensation regulations.

- 4.5 Joint Programme Board: Graduate Diploma/MEng in Electronic Systems, Graduate Diploma/MEng in Telecommunications Engineering, RACeE, 03/02/04. Noted. Approved in respect of Item 6. Agreed that the issue raised in Item 4 would require further discussion between the School, the Registry and the Finance Office.
- 4.6 Note in relation to Programme Board: BA in Applied Languages, 19/02/04. Noted and approved.
- 4.7 Programme Board: BSc in Applied Computational Linguistics, 10/10/03. Noted and approved subject to clarification of the reference in Item 3 to the 2004/2005 intake.
- 4.8 Standing Committee of Programme Board: Undergraduate Programmes in Mechanical and Manufacturing Engineering, 20/02/04. Noted and approved.

## **5. Appointment of external examiners**

### **5.1 Taught programmes**

- 5.1.1 Dr M Mullins, St Patrick's College, Maynooth  
Dr R Woodward, University of Ulster  
(extension of duties in respect of programmes at All Hallows College)  
Approved.
- 5.1.2 Ms Ruth Handy, Irish Management Institute  
MA in Management of Voluntary and Pastoral Organisations  
Approved.

### **5.2 Postgraduate research students**

- 5.2.1 Dr B Eggins, University of Ulster  
Student ref. SC/2004/A3/5.2.1, MEng, School of Chemical Sciences  
Approved.
- 5.2.2 Dr E Magner, University of Limerick  
Student ref. SC/2004/A3/5.2.2, PhD, School of Chemical Sciences  
Approved.
- 5.2.3 Dr C Allender, Cardiff University  
Student ref. SC/2004/A3/5.2.3, PhD, School of Chemical Sciences  
Approved.
- 5.2.4 Professor R Penty, University of Cambridge  
Student ref. SC/2004/A3/5.2.4, PhD, School of Electronic Engineering  
Approved.

- 5.2.5 Professor R Ross, University of London  
Student ref. SC/2004/A3/5.2.5, PhD, Education Department,  
St Patrick's College  
Approved.
- 5.2.6 *Resubmission with countersignature and rewritten abstract*  
Dr H Lewis, University of Limerick  
Student ref. SC/2004/A3/5.2.6, MEng, School of Mechanical and  
Manufacturing Engineering  
Approved.
- 5.2.7 Professor G A Attard, Cardiff University  
Student ref. SC/2004/A3/5.2.7, PhD, School of Physical Sciences  
Approved.
- 5.2.8 Dr R O'Connor, University College Cork  
Student ref. SC/2004/A3/5.2.8, PhD, School of Biotechnology  
Approved.

## **6. Postgraduate research matters**

### **6.1 Application for direct entry to the PhD register**

- 6.1.1 Student ref. SC/2004/A3/6.1.1, School of Mechanical and  
Manufacturing Engineering

Approved. Noted that it would be particularly important to  
review this student's performance carefully at the end of each year.

### **6.2 Applications to transfer to the PhD register**

- 6.2.1 Student ref. SC/2004/A3/6.2.1, School of Biotechnology/NTCC  
Approved.
- 6.2.2 Student ref. SC/2004/A3/6.2.2, School of Biotechnology/NTCC  
Approved.
- 6.2.3 Student ref. SC/2004/A3/6.2.3, School of Biotechnology/NICB  
Approved.
- 6.2.4 Student ref. SC/2004/A3/6.2.4, School of Electronic Engineering  
Approved. Noted that it would be important to ensure that research students  
were aware, when embarking on their studies, that any interruption to them  
might entail an interruption to their source of funding. Agreed to raise this  
issue with the Research Advisory Panel.
- 6.2.5 Student ref. SC/2004/A3/6.2.5, School of Electronic Engineering  
Approved. Noted that it would be important to ensure that research students  
were aware, when embarking on their studies, that any interruption to them

might entail an interruption to their source of funding. Agreed to raise this issue with the Research Advisory Panel.

6.2.6 Student ref. SC/2004/A3/6.2.6, School of Nursing  
Approved subject to confirmation by the School that Dr Turner would not be invited to act as external examiner for this student, as she had already acted as an additional internal examiner.

6.2.7 Student ref. SC/2004/A3/6.2.7, School of Biotechnology  
Approved.

6.2.8 Student ref. SC/2004/A3/6.2.8, School of Mechanical and Manufacturing Engineering  
Agreed to request that this application be resubmitted later in the year.

**6.3 Proposed change to regulation on thesis format, and proposed change to the title ‘Faculty Boards for Research Degrees’**

Agreed that the regulation on thesis format was satisfactory and did not need to be changed. Approved in respect of the title change.

**6.4 Proposal from Faculty of Engineering and Computing that an honorarium be paid to each internal examiner for research students**

Agreed that this matter should be discussed, in the first instance, with a body other than Standing Committee.

**7. Requests for special-case admission**

None.

**8. Requests for exemption from modules**

8.1 **BSc in Computer Applications - CAIS stream (two applicants)**  
Approved.

8.2 **BSc in Nursing (one applicant)**  
Approved.

8.3 **Professional Diploma in Accounting (one applicant)**  
Approved.

**9. Proposal on requirements for English-language competency**

Approved. Noted that it would be important to ensure that the various types of English-language requirement were cross-referenced with each other to ensure consistency and transparency.

**10. Report from the Teaching and Learning Committee on the provision of lecture notes on line**

Deferred to the meeting of 1 April 2004.

**11. Proposal on admission of students with FETAC qualifications**

Deferred to the meeting of 1 April 2004. Noted that the proposal had already been sent to Deans of Faculty, and agreed that it would be sent to Chairpersons of Programme Boards also, with a request for their comments.

**Date of next meeting: Thursday 1 April 2004**

Signed: \_\_\_\_\_  
Chairman

Date: \_\_\_\_\_