ACADEMIC COUNCIL – STANDING COMMITTEE

MINUTES

Thursday 2 October 2003

9.00-11.30 a.m. in Executive Meeting Room

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

Apologies: Professor David Jacobson

Observer: Ms Brenda Gaughan

1.   Adoption of agenda

The agenda was adopted subject to the inclusion of two additional submissions
under Item 4, two submissions under Item 5.1, one additional submission under
Item 6, one additional submission under Item 6.2.4, one additional submission
under Item 6.3, two submissions under Item 7 and three submissions under Item 9
(Any Other Business).

2.   Minutes of the meeting of 4 September 2003

Confirmed, subject to clarification that the matter referred to in Item 3.5 related to
the fact that the duration of degree programmes is still under discussion in the
context of the Bologna process, and the substitution of the word 'experience' for the
word 'details' in Item 3.11, and signed by the Chairman.

3.   Matters arising from the minutes

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

3.2   <u>Noted</u> that the proposals on the provision of lecture notes online would shortly be discussed by Standing Committee. (Item 3.2)

3.3   <u>Noted</u> that the Teaching and Learning Committee was discussing the possibility of having consultation days at the beginning of Semester 2, at which feedback on performance in Semester 1 examinations could be given to students, and that proposals on this would shortly be made to Standing Committee. (Item 3.3)

3.4   <u>Noted</u> that Standing Committee would, at a meeting in the near future, review the frequency of appointment of external examiners. (Item 3.10)

3.5   <u>Noted</u> that the School of Nursing had been requested to conduct a review of the implementation of the policy on student attendance, at the end of the academic year 2003/04, and that a reminder about this would be sent to the School in due course. (Items 4.4, 4.5, 4.6 and 4.7).

3.6   <u>Noted</u> that the Centre for Sport Science and Health had supplied the details about procedures which had been requested. (Item 4.9)

3.7   Noted that the School of Biotechnology h ad supplied the details about budgetary- and resource-related issues which had been requested. (Item 4.11)

3.8   <u>Noted</u> that the final page of the application form for transfer to the PhD register, which had not been included with the application, had since been made available. The application for transfer was therefore <u>approved</u>. (Item 6.1.2)

3.9   <u>Noted</u> that the School of Nursing had confirmed that the nominated additional supervisor and examiner (both from outside the University) would not be asked to act as external examiner when the PhD came to be examined. (Item 6.1.4)

3.10   <u>Noted</u> that additional information in respect of an application for direct entry to the PhD register had now been received. The application for direct entry was therefore <u>approved</u>. (Item 6.1.8) <u>Noted</u> that the reference on the application form to 'primary degree' tended to pose problems for applicants whose native language was not English. <u>Agreed</u> to discuss this matter at the next meeting of Standing Committee.

3.11   <u>Noted</u> that confirmation in respect of the signature on the application form for transfer to the PhD register had been supplied. The application for transfer was therefore <u>approved</u>. (Item 6.1.10)

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

4.1   Requests for approval of late changes to academic structures:

- BA in Communication Studies
- Bachelor of Business Studies
- MA in Communication and Cultural Studies
- BA in International Business and Languages/
  BA in International Marketing and Languages
- BA in Applied Languages
- BSc in Applied Computational Linguistics

All <u>noted</u> and <u>approved</u>.

5.   Appointment of external examiners

5.1   Taught programmes

5.1.1   Dr S Foley, University College Cork
        MSc in Security and Forensic Computing
        <u>Approved.</u>
5.1.2   Mr P Cunningham, Kings College, London
        Bioinformatics modules for the School of Computing
        <u>Approved.</u>

5.2   Postgraduate research students

5.2.1   Professor E Kavanagh, University College Cork, and
        Mr C Twomey, National University of Ireland, Galway
        Student ref. SC/2003/A9/5.2.1, MBS, DCU Business School
        <u>Approved.</u>
5.2.2   Professor P Carlen, Keele University, and
        Professor I Bacik, Trinity College Dublin
        Student ref. SC/2003/A9/5.2.2, PhD, School of Communications
        <u>Approved</u> subject to the last page of the nomination form being signed by
        the Head of School.
5.2.3   Dr B Scotney, University of Ulster
        Student ref. SC/2003/A9/5.2.3, PhD, School of Electronic Engineering
        <u>Approved.</u>
5.2.4   Professor H V Atkinson, University of Leicester
        Student ref. SC/2003/A9/5.2.4, PhD, School of Mechanical and
        Manufacturing Engineering
        <u>Approved.</u>
5.2.5   Professor H Lewis, University of Limerick
        Student ref. SC/2003/A9/5.2.5, MEng, School of Mechanical and
        Manufacturing Engineering
        <u>Approved.</u>

5.2.6   Dr P Gibson, NUI Maynooth
        Student ref. SC/2003/A9/5.2.6, MSc, School of Computing
        Approved.

6.   Postgraduate research matters

6.1   Applications to transfer to the PhD register

6.1.1   Student ref. SC/2003/A9/6.1.1, School of Biotechnology
        Approved.
6.1.2   Student ref. SC/2003/A9/6.1.2, School of Biotechnology
        Approved.
6.1.3   Student ref. SC/2003/A9/6.1.3, School of Biotechnology
        A decision was deferred pending either clarification of the reason the report
        on the programme of research had been deemed not applicable or the
        submission of the report. Agreed that the transfer application form should
        be amended so as to include the word 'written' between 'the' and 'report' on
        the second line of Section 1, *Evaluation*.
6.1.4   Student ref. SC/2003/A9/6.1.4, School of Biotechnology
        Approved.
6.1.5   Student ref. SC/2003/A9/6.1.5, School of Biotechnology
        Approved.   Noted with approval that this form had been completed in a
        particularly clear, detailed and comprehensive way.
6.1.6   Student ref. SC/2003/A9/6.1.6, Dublin City University Business School
        Approved.
6.1.7   Student ref. SC/2003/A9/6.1.7, School of Chemical Sciences
        Approved.
6.1.8   Student ref. SC/2003/A9/6.1.8, School of Nursing
        Approved.
6.1.9   Student ref. SC/2003/A9/6.1.9, School of Physical Sciences
        Approved.
6.1.10 Student ref. SC/2003/A9/6.1.10, School of Computing
        Approved.
6.1.11 Student ref. SC/2003/A9/6.1.11, School of Electronic Engineering
        Approved.
6.1.12 Student ref. SC/2003/A9/6.1.12, School of Biotechnology
        Approved.
6.1.13 Student ref. SC/2003/A9/6.1.13, School of Education Studies
        A decision was deferred pending the submission of additional information in
        respect of the student's progress.
6.1.14 Student ref. SC/2003/A9/6.1.14, School of Education Studies
        A decision was deferred pending the submission of additional information in
        respect of the student's progress.

6.2 Application for direct entry to PhD register

6.2.1 Student ref. SC/2003/A9/6.2.1, School of Computing
Approved.

6.2.2 Student ref. SC/2003/A9/6.2.2, School of Computing
Approved.

6.2.3 Student ref. SC/2003/A9/6.2.3, School of Computing
Approved.

6.2.4 Student ref. SC/2003/A9/6.2.4, School of Communications
Approved.

6.3 Requests for re-registration under 'write-up' status for 2003/2004

- School of Communications - three candidates
- School of Applied Language and Intercultural Studies - three candidates
- School of Law and Government - one candidate
- School of Education Studies - two candidates
- Dublin City University Business School - two candidates
- School of Computing - three candidates
- School of Biotechnology - four candidates
- School of Chemical Sciences - four candidates
- School of Physical Sciences - one candidate
- School of Mathematical Sciences - one candidate
- School of Electronic Engineering - four candidates
- School of Mechanical and Manufacturing Engineering - two candidates

All approved.

6.4 Request for admission to Master's qualifying examination (School of Chemical Sciences - one candidate)

Approved.

7. Requests for special-case admission

7.1 MA in International Relations - full time (one candidate)

Approved.

7.2 MA in International Relations - part time (one candidate)

Approved.

8.   Requests for exemption from modules

None

9.   Any other business

**9.1   Request to allow a student to complete outstanding five credits
(School of Communications - one candidate)**

Approved. Agreed that the precise mechanism for allowing the student to complete the credits should be agreed within the School.

9.2   Request to allow a student in the School of Computing to complete a dissertation on a taught Master's in the School of Education Studies

Agreed that the student should be required to remain within the School of Computing and complete the MSc in Information Technology (as distinct from the MSc in Education and Training Management), and that the two Schools should discuss the issue of supervision of the dissertation and, if necessary, agree the appointment of a supervisor from the School of Education Studies.

**9.3   Proposal to award an *aegrotat* research degree
(School of Applied Language and Intercultural Studies)**

Agreed that Standing Committee would recommend to Academic Council that, in principle, it should be possible to make an *aegrotat* award in respect of a research degree and that, if the principle were adopted, a working group should be set up to establish criteria and principles against which requests for the award of such degrees could be evaluated. Agreed that the Registrar would draw up a proposal for submission to Academic Council at its meeting of 15 October 2003.

9.4   Change of date of next meeting of Standing Committee

Agreed to move the next scheduled meeting from 6 November to 30 October 2003 because graduation ceremonies take place in the week beginning 3 November.

Date of next meeting: Thursday 30 October 2003

Signed: _____   Date: _____
                    Chairman