

## ACADEMIC COUNCIL - STANDING COMMITTEE

### MINUTES

Thursday, 1 April 1999

at 9:00 am in Executive Meeting Room

**PRESENT:** Prof J Carroll (Chairperson), Dr A N Glynn, Mr B Kehoe, Dr C Long, Prof B MacCraith, Dr L MacMathúna, Dr B McMullin, Dr K Monks, Prof R O'Kennedy, Dr T Ryan.

**APOLOGIES:** Mr J Dowling, Mr D Ó Dúshláine, Prof E O'Halpin.

#### 1. ADOPTION OF AGENDA

(ref. AC-SC99/M3/1)

The agenda was adopted subject to the inclusion of two matters to be considered under 'any other business'.

#### 2. MINUTES OF MEETING OF 4 MARCH 1999

(ref. AC-SC99/M3/2)

The minutes of the meeting of 4 March 1999 were adopted and signed by the Chairperson.

#### 3. MATTERS ARISING FROM THE MINUTES

(ref. AC-SC99/M3/3)

##### a. FACULTY/COMMITTEE/PROGRAMME BOARD MINUTES

(ref. AC-SC99/M2/4)

The Chairpersons of the relevant Programme Boards have been advised of the decisions of Standing Committee of Academic Council in respect of the specific issues raised in the minutes for consideration.

##### b. APPOINTMENT OF EXTERNAL EXAMINERS

(ref. AC-SC99/M2/5)

The Registrar reported that invitations had been issued to the various External Examiners recommended for appointment for Research Degrees and for Taught Programmes. *Research supervisors will be requested to give special care in Section C of the PGR4 form to ensure that cogent reasons for the appointment of external examiners are clearly articulated.*

##### c. SPECIAL CASE ADMISSIONS PRO FORMA

(ref. AC-SC99/M1/3.2)

It was agreed to implement the new approach and to make the *pro forma* available on the appropriate University web page.

d. **ROLES OF STANDING COMMITTEE & RESEARCH COMMITTEE**

(ref. AC-SC99/M1/3.5)

The Registrar agreed to provide clarification on the respective roles of Standing Committee and the Research Committee in postgraduate research student affairs. He requested the assistance of Dr Glynn, Secretary to the Research Committee, in providing relevant documentation about the respective responsibilities of the two Committees.

e. **TAUGHT MASTER'S PROGRAMMES:**

**SUBMISSION OF DISSERTATION COMPONENT**

(ref. AC-SC99/M1/8.1)

Prior to making a formal decision on a proposal from the Graduate Diploma/MSc in Computer Applications for Education Programme Board relating to the timing of submission of project dissertations, Standing Committee requested that the views of all taught postgraduate Programme Boards be sought regarding experiences and practices in this area.

The Registrar advised the 1 April 1999 meeting that the outcome of these consultations suggested that the Programme Board in question should be permitted to implement the policy and that it would be a matter for other Programme Boards to consider its adoption where considered relevant and appropriate.

f. **THE UNIVERSITY'S APPEALS PROCESS**

(ref. AC-SC99/M2/6)

Standing Committee has recommended a number of amendments to the University's appeals regulations which will be presented for approval to the 7 April 1999 meeting of Academic Council.

4. **FACULTY/COMMITTEE/PROGRAMME BOARD MINUTES**

(ref. AC-SC99/M3/4)

- a. Programme Board: Certificate in Business Management, 28/07/98

Noted.

- b. Programme Board: Masters in Business Administration, 04/11/98

Noted.

- c. Programme Board: MA in International Relations, 11/11/98

Noted.

- d. Programme Board: Bachelor of Business Studies, 18/11/98

Noted.

- e. Programme Board: Certificate in Business Management, 24/11/98

Noted.

- f. Programme Board: BA in International Marketing & Languages, BA in International Business & Languages, 16/12/98

In noting the plans for the modularisation of year 4, the Chairperson advised Standing Committee that he would be writing to the Programme Board to express his concerns over the proposed credit rating which ranged between 35 and 45 credits per semester and was seriously out of line with the University norm of 30 credits.

- g. Programme Board: Graduate Diploma/MSc in Computer Applications for Education, 29/01/99 & 03/02/99

Noted.

- h. Programme Board: MBS in Accounting, 04/02/99

Noted.

- i. Programme Board: BSc in Applied Computational Linguistics, 24/02/99

Noted. The Programme Board will be requested to advise Standing Committee on the implications for the *Culture & Society* module which is being removed from Semester 2 of ACL1.

- j. Programme Board: Joint Faculty of Education Meeting, 24/02/99

Standing Committee noted the Joint Faculty of Education's nomination of Mr John Canavan, St Patrick's College, to the University's Appeals Board.

- k. Programme Board: Graduate Diploma in Information Technology, 25/02/99

Noted.

- l. Programme Board: MA in Journalism, 03/03/99

Noted.

**ACTION: REGISTRAR**

**5. APPOINTMENT OF EXTERNAL EXAMINERS**

**a. Appointment of Examiners: Taught Programmes**

**(ref. AC-SC99/M3/5.1)**

Standing Committee approved the underlisted nomination for appointment as an external examiner for the indicated taught programmes:

- i. Professor I Wallace, University of Bath

BA Applied Languages, BA International Marketing & Languages, BA International Business & Languages, BSc Applied Computational Linguistics

**b. Appointment of Examiners: Postgraduate Research Students**

**(ref. AC-SC99/M3/5.2)**

Standing Committee approved the underlisted nominations for appointment as external examiners for the indicated postgraduate research students:

- i. Dr A Musolff, University of Durham & Professor M Durrell, University of Manchester

Student No. 95971289, PhD, SALIS

Subject to the signing of the PGR4 form by the Head of School.

- ii. Dr C Domegan, NUI Galway

Student No. 96971371, MBS, DCUBS

- iii. Professor J Field, University of Warwick

Student No. 85701084, PhD, School of Education Studies

- iv. Dr C J Howls, Brunel University

Student No. 94970246, PhD, School of Mathematical Sciences

**6. POSTGRADUATE RESEARCH STUDENT ADMINISTRATION:**

**APPLICATIONS & REGISTRATION PROCEDURES**

**(ref. AC-SC99/M3/6)**

- The Registrar advised the meeting that Section 3 of the current academic regulations for postgraduate degrees by research and submission of a thesis deals with application and registration procedures which, *inter alia*, requires formal communication from the Research Committee (with its recommendations on student applications) to Academic Council for confirmation.
- He proposed an amendment to the regulations which would require a summary of all postgraduate research applications to be noted by Standing Committee of Academic Council (on a periodic basis) and would only refer to the Research Committee those applications where questions are raised regarding the adequacy and/or good standing of applicant qualifications etc.
- Standing Committee was presented with the relevant extract from the current regulations together with the proposed wording for an amendment to this particular extract.
- Standing Committee approved the proposed amendment to the regulations and, in recognition that other sections of the regulations will also need to be revised (e.g. updating of nomenclature), it recommended that a revised document be submitted to Academic Council for formal approval.
- Responding to concerns raised by Standing Committee regarding other aspects of research student administration, the Chairperson agreed to return to a future meeting with some proposals.

## 7. ANY OTHER BUSINESS

### . Appointment of Examiners: Taught Programmes

(ref. AC-SC99/M3/7.1)

Standing Committee approved the underlisted nominations for appointment as external examiners for the indicated taught programmes:

- i. Mr C Robertson, University of Birmingham  
Certificate in Remedial Education, Diploma in Special Education
- ii. Professor F Holland, NUI Cork  
BSc in Mathematical Sciences

### a. Appointment of Examiners: Postgraduate Research Students

(ref. AC-SC99/M3/7.2)

Standing Committee considered the underlisted nominations for appointment as external examiners for the indicated postgraduate research students as follows:

- i. Professor P Barrar, Manchester Business School  
Student No. 94970505, PhD, DCUBS  
Standing Committee approved the nomination.
- ii. Dr M Ó hÉigeartaigh, Tipperary Rural & Business Development Institution  
Student No. 97970182, MSc, School of Computer Applications  
Standing Committee rejected this nomination in the interests of the student and on the basis that the proposed external examiner has been, until very recently, a member of the University staff and could therefore be deemed not to be sufficiently independent for the purposes of external examination.

### b. BEd Degree: Amendments to Marks & Standards

(ref. AC-SC99/M3/7.3)

Standing Committee approved a number of amendments to the *Marks & Standards* for the Education course on the BEd degree programme, effective from the 1999/2000 academic year. The changes were in two broad categories: (i) grouping of cognate courses into pass/fail units; (ii) a stipulation that performance in Teaching Practice be satisfactory in Year 1; and the final result of Teaching Practice to comprise a weighting which accords  $33\frac{1}{3}\%$  to Year 2 and  $66\frac{2}{3}\%$  to Year 3.