

ACADEMIC COUNCIL - STANDING COMMITTEE

MINUTES

Thursday, 2 September 1999

at 9:00 am in Executive Meeting Room

PRESENT: Prof J Carroll (Chairperson), Mr J Dowling, Mr B Kehoe, Dr C Long, Prof B MacCraith, Dr L MacMathúna, Dr B McMullin, Prof R O'Kennedy,

APOLOGIES: Dr A N Glynn, Dr J Murray (Assistant Registrar), Dr T Ryan.

1. ADOPTION OF AGENDA

(ref. AC-SC99/M7/1)

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

2. MINUTES OF MEETING OF 8 JULY 1999

(ref. AC-SC99/M7/2)

The minutes of the meeting of 8 July 1999 were adopted and signed by the Chairperson.

3. MATTERS ARISING FROM THE MINUTES

(ref. AC-SC99/M7/3)

a. FACULTY/COMMITTEE/PROGRAMME BOARD MINUTES

(ref. AC-SC99/M6/4)

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/M6/5)

The Registrar reported that invitations had been issued to the various External Examiners recommended for appointment for Research Degrees.

4. FACULTY/COMMITTEE/PROGRAMME BOARD MINUTES

(ref. AC-SC99/M7/4)

a. Programme Board: Graduate Certificate in Corporate Treasury, 22/04/99

Noted.

- b. Programme Board: Professional Diploma in Accounting, 28/06/99
 - Standing Committee approved the maintenance by the Programme Board of the specific PDA regulations relating to student assessment and progression which will be regarded as an approved derogation from certain provisions of the recently-approved *Marks & Standards 1999*.
- c. Programme Board: BA in Accounting & Finance, 29/06/99
 - The Chairman of Standing Committee noted with concern the lateness of the Programme Board's plans to amend the academic structure of the programme for the 1999/2000 academic year. He advised that the accuracy of academic structures was vital in underpinning the integrity of publications and the ITS system, as well as determining the registration of students and the class and examinations timetables. This is why academic structures had to be finalised at the beginning of the Spring Semester each year.
- d. Programme Board: Graduate Diploma/MSc in Computer Applications for Education, 05/07/99
 - Standing Committee noted the concerns of the Programme Board for a rationalisation of the reporting procedures between programmes and Academic Council.
 - Standing Committee also noted the Programme Board's plans to amend the structure of Programming/Algorithms but queried if the proposed changes were intended for the 1999/2000 or the following academic year.
- e. Programme Board: BSc in Applied Computational Linguistics, 07/07/99
 - Standing Committee noted the proposed changes to the academic structure of the programme and the Chairman advised the meeting that it was his understanding that the changes had already been approved as part of the re-structuring of the first year of the BSc in Computer Applications programme. He agreed to clarify the matter with the Programme Board.
- f. Programme Board: MA in Journalism, 14/07/99
 - Standing Committee noted the deliberations of the Programme Board regarding its concerns that political representations had been brought to bear on the admissions process. Standing Committee welcomed the proposal to establish an appeals process for those applicants who, for valid reasons, were unable to attend for interview on the appointed day.
 - It was agreed that a set of guidelines applicable across the University would be a welcome addition to the admissions process. Such guidelines would address the type of information to be provided to students, the conduct of interviews, mechanisms to handle genuine reasons for inability to attend scheduled interviews etc.
- g. Programme Board: Graduate Diploma in Information Technology, 22/07/99
 - Standing Committee requested that the Programme Board avail of the formal process by which external examiners for taught programmes are appointed.
 - It sought clarification on the timing of implementation of the proposals to amend the academic structures (through, for example, the addition of a new module and the re-naming of an existing module).
 - The Programme Board will be requested to submit a formal proposal to Academic Council for a derogation from the *Marks & Standards* by which eligibility for honours will be extended to certain categories of students who fail modules during the academic year but pass them in the Autumn. A justification for the proposal was also requested.

5. APPOINTMENT OF EXTERNAL EXAMINERS

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

(ref. AC-SC99/M7/5.1)

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

- i. Professor L Hickey, University of Salford
BA in Applied Languages, BA in International Marketing & Languages, BA in International Business & Languages
- ii. Mr F Keogh, Enterprise Ireland
Business Spanish on BA in Applied Languages, BA in International Marketing & Languages, BA in International Business & Languages
- iii. Professor B Leonard, NUI Galway
MSc in Science Communication
- iv. Ms M Mulvihill, Journalist
MSc in Science Communication
- v. Professor S Yearly, University of York
MSc in Science Communication

b. Appointment of Examiners: Postgraduate Research Students

(ref. AC-SC99/M7/5.2)

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

- . Dr M Rogers, University of Surrey
Student No. 97970972, MA, School of Applied Language & Intercultural Studies
- i. Dr M Kane, NUI Galway
Student No. 94971277, PhD, NCTCC/School of Biotechnology
- ii. Dr M Kenny, Quintiles Ireland Ltd
Student No. 95970631, PhD, NCTCC/School of Biotechnology
- iii. Dr T McLoughlin, EPA
Student No. 94970271, PhD, NCTCC/School of Biotechnology
- iv. Dr B McSweeney, European Commission
Student No. 96970154, PhD, NCTCC/School of Biotechnology
- v. Dr G Walker, University of Abertay-Dundee

- Student No. 96970936, PhD, School of Biotechnology
- vi. Dr S O'Donohoe, University of Edinburgh
Student No. 95971378, MBS, DCU Business School
- vii. Dr M Lyons, TCD
Student No. 95970720, PhD, School of Chemical Sciences
- viii. Professor B Winston, University of Westminster
Student No. 92701183, PhD, School of Communications
- ix. Dr V Cahill, TCD
Student No. 94971161, PhD, School of Computer Applications
- x. Professor G Cockerham, Sheffield Hallam University
Student No. 95971785, PhD, School of Mechanical & Manufacturing Engineering
- xi. Dr E Burke, University of Nottingham
Student No. 98970208, MSc, School of Computer Applications
- xii. Dr P Healy, University of Limerick
Student No. 97970166, MSc, School of Computer Applications
- xiii. Dr C Flanagan, University of Limerick
Student No. 97970174, MSc, School of Computer Applications
- subject to the inclusion of the student's signature on Form PGR4.

6. SPECIAL CASE ADMISSIONS

a. MA IN JOURNALISM

(ref. AC-SC99/M7/6.1)

Standing Committee approved a request from the Programme Board to admit an applicant to the programme on the basis of special case admission (third-class honours degree, extensive relevant work experience, especially in the area of broadcast journalism, an interview and the Programme Board's estimation of the candidate's potential contribution to the programme):

99182009.

b. MBS IN ACCOUNTING

(ref. AC-SC99/M7/6.2)

Standing Committee approved a request from the Programme Board to admit an applicant from Lesotho to the programme on the basis of special case admission. The candidate is a full-time accountancy lecturer and has satisfied the programme's degree and other requirements but did not have (nor will need to have on return to Lesotho) an exemption from the Professional Examination II of the Institute of Chartered Accountants in Ireland. The application is also based on the Programme Board's estimation of the candidate's potential contribution to the programme.

99143992.

c. MBS IN MARKETING

(ref. AC-SC99/M7/6.3)

Standing Committee approved a request from the Programme Board to admit an applicant to the programme on the basis of special case admission (Diploma in Marketing with Credit, extensive relevant work experience, an interview and the Programme Board's estimation of the candidate's potential contribution to the programme):

99170981.

d. MBS IN STRATEGIC INTERNATIONAL MARKETING

(ref. AC-SC99/M7/6.4)

Standing Committee approved a request from the Programme Board to admit an applicant to the programme on the basis of special case admission (Postgraduate Diploma in Business and a pass BSc, extensive relevant work experience, an interview and the Programme Board's estimation of the candidate's potential contribution to the programme):

99169282.

7. DEROGATION FROM MARKS & STANDARDS: DIPLOMA IN NURSING

(ref. AC-SC99/M7/7)

The following amendments to the regulations were approved by Standing Committee:

- Regulation 14: The Academic Calendar for the Diploma in Nursing will not conform to the University's Academic Calendar at the present time due to outside constraints, such as clinical placements. Students will be given copies of the 'Diploma in Nursing' Academic Calendar during orientation week.
- Regulations 17, 18 & 19: The number of modules, hours per module and associated credits in the Diploma in Nursing vary from the full-time university courses. The details of these are in the Programme Accreditation Documents. For example, certain modules in the second and third years of the Diploma in Nursing have a credit rating of 15 or more.
- Regulation 41(b): Students on the Diploma in Nursing will be allowed 3 attempts in any theoretical assessment i.e. examinations and continuous assessments/projects.
- Regulations 45 & 47: The pass threshold of 50% shall apply to each examination element of the Diploma in Nursing. The minimum grade of 45%

will be required prior to being considered for compensation in any one module

- Regulation 48: Candidates who fail to achieve the pass mark in an element or component of an Examination Module may, at the discretion of the Progression and Award Board, be permitted to pass the Examination Module provided that a mark of not less than normally 45% has been obtained in the failed element/component and that a satisfactory level of achievement has been attained in the other element(s)/component(s).
- Regulation 51(a): If a student should fail a clinical assessment, the regulations of An Bord Altranais apply. (c.f. ``Rules for the Education and Training of Student Nurses", An Bord Altranais, October 1994, pp. 5-9). *This is agreed provided that the Programme Board documents and interprets the relevant regulations for the Diploma students.*
- Regulation 52(a): In the second and third years of the Diploma in Nursing programme, where modules earn 15 or more credits, students may be allowed to compensate in one module at the sole discretion of the Progression & Award Board and where it considers that the overall programme learning objectives are not being compromised.
- Regulation 57(b): Candidates who fail to satisfy the requirements of Regulation 57a in their entirety shall, at the discretion of the Progression and Award Board, be permitted to proceed to the following year, by the process of compensation in Regulations 51 and 52, provided they have achieved:
 - . an overall average mark of at least 50% where the individual marks contributing to that average are weighted according to the number of credits attributed to each module; and
 - i. pass marks in modules attracting in total at least 45 credits (see paragraph 52a).
- Regulation 57(f): Candidates are required to fulfil the specified clinical placements and associated clinical assessments as regulated by An Bord Altranais. (c.f. ``Rules for the Education and Training of Student Nurses", An Bord Altranais, October 1994, pp. 5-9). *This is agreed provided that the Programme Board documents and interprets the relevant regulations for the Diploma students.*

8. APPOINTMENT OF INTERNAL & EXTERNAL EXAMINERS

(ref. AC-SC99/M7/8)

- It was agreed that members of Standing Committee would submit their views to the Registrar on his draft guidelines relating to internal examiners, the independent Chairperson and potential conflicts of interest in the appointment of External Examiners.
- It was further agreed that, with the assistance and cooperation of the Registrar and other members, Professor Brian MacCraith would bring forward proposals for the establishment of a Graduate Studies Office for the University.

9. ANY OTHER BUSINESS

- **IBL/IML Year 3 Projects**

(ref. AC-SC99/M7/9.1)

Standing Committee was advised that, three years ago, Academic Council requested the IML/IBL Programme Board to discontinue the practice of marking third-year projects in the fourth year, i.e. students who submitted projects in October did not get the results until the following Summer when they were included on the fourth-year Broadsheet of Results. The Programme Board instituted interim arrangements for the past two years (approved by Standing Committee) pending the implementation of the new regulations this year. In response to a request from the Chairperson of the Programme Board for advice on the implementation of one aspect of the new

regulations, Standing Committee approved the Programme Board's recommendation that a student must repeat Year 3 if he/she fails either or both of the Year 3 Projects referred to in the regulations.

- **SPECIAL CASE ADMISSIONS: Graduate Diploma/MBS in Safety & Health at Work**

(ref. AC-SC99/M7/9.2)

Standing Committee approved a request from the Programme Board to admit 6 applicants to the programme on the basis of special case admission (certificated and/or experiential learning, extensive relevant work experience, an interview and the Programme Board's estimation of the candidates' potential contribution to the programme):

99144069, 99144077, 99144832, 99144840, 99144859,
99144867