UNIVERSITY STANDARDS COMMITTEE

MINUTES

Thursday 29 May 2014

9.00-11.20 a.m. in A204

Present:	Mr Billy Kelly (Chair), Dr Brian Corcoran, Mr Eamon Costello, Dr Mairéad Nic Giolla Mhichíl, Dr Lisa Looney, Ms Louise McDermott (Secretary), Dr Caroline McMullan, Ms Michele Pringle, Ms Annabella Stover, Dr Sheelagh Wickham
Apologies:	Professor Barbara Flood, Dr Mark Glynn, Ms Barbara McConalogue, Ms Phylomena McMorrow, Mr Ciarán O'Connor, Dr Pádraig Ó Duibhir, Professor Colm O'Gorman, Mr Ronan Tobin
In attendance:	Ms Gillian Barry

The Chair, on behalf of the University Standards Committee, thanked
Mr Ciarán O'Connor, the outgoing Vice-President – Education Officer of the Students'
Union, in his absence, for his significant contribution to the work of the USC during his
term of office. The Chair also mentioned that Professor Colm O'Gorman, albeit not in a
position to attend the meeting, had joined the USC as representative of the Associate Deans
for Research.

SECTION A: MINUTES AND RELATED ISSUES

1.   Adoption of the agenda

The agenda was adopted subject to the inclusion of two additional submissions
under Item 4.1, one submission under Item 4.2 and one submission under Item 10,
and the deferral of Item 9 to the meeting of 11 September 2014.

2.   Minutes of the meeting of 3 April 2014

The minutes were confirmed and were signed by the Chair.

3.   Matters arising from the minutes

3.1   Noted, with respect to transitional arrangements for students on teacher education programmes who do not progress with their cohort but none the less must meet new Teaching Council requirements, that it had been agreed that appropriate arrangements would be made so as to ensure that students would be eligible to register with the Council once all required modules were passed. Noted too that a protocol relating to applications for admission to the Professional Master of Education programme had been agreed. (Item 3.3)

3.2   With respect to *External examiners for taught programmes/modules: regulations and guidelines*, it was noted that the proposed new footnote had been approved by Academic Council at its meeting of 9 April 2014. (Item 3.7)

3.3   Noted that the legacy readmission form and procedure introduced in 2012/2013 would be the subject of review at the meeting of 11 September 2014. (Item 3.8)

3.4   Noted that a candidate readmitted on a legacy basis would surrender the parchment already presented to her.   (Item 3.9)

3.5   Agreed that the issue of RPL would be included on the agenda of one of the meetings in the academic year 2014/15, when further information about the experience of Faculties in working with it would be to hand. (Item 3.10)

3.6   Noted that the policy on feedback and assessment would shortly be placed on the web page relating to the Office of the Deputy Registrar/Dean of Teaching and Learning, and an audit tool would be developed. (Item 3.11)

3.7   With respect to the management of records of (re-)accreditations of programmes by external professional bodies, and the sign-off of documentation, it was noted that consideration was being given to the implementation of best practice. (Item 3.12)

3.8   Noted that a candidate readmitted on a legacy basis would surrender the parchment already presented to him. (Item 3.14)

3.9   Noted that discussions were ongoing in relation to the proposed revisions to the Memorandum of Understanding with Queen's University Belfast about the MSc in Plasma and Vacuum Technology. (Item 3.15)

3.10   Noted that consideration would be given to the possibility of requiring a rationale to be provided in instances where the serving external examiner was not selected as the external expert for PPR. (Item 5.1.1)

3.11   Noted that a candidate readmitted on a legacy basis had surrendered the parchment already presented to him. (Item 5.3.1)

3.12 The proposed derogation with respect to English language requirements for postgraduate research students in the Faculty of Engineering and Computing and the Faculty of Science and Health was <u>approved</u>, and it was <u>noted</u> that it would be submitted for the consideration of Academic Council at its meeting of 11 June 2014. If it is approved by Academic Council, Dr Looney will promulgate it by a variety of means, including a presentation to the Heads' and Deans' meeting of 25 September 2014. She will also draw up a process for implementing it. It was <u>noted</u> in discussion that a variety of points of view obtain with respect to derogations such as this one, but also <u>noted</u> that, in principle, having a stated derogation should enhance transparency and equity of treatment of applicants. (Item 7.2)

3.13 The draft guidelines on dissertations/projects were <u>approved</u> for use (in instances where local guidelines do not exist). Appreciation was expressed to the Associate Deans for Teaching and Learning/Education for their work in drawing up these guidelines. They will be made available on the web page relating to the Office of the Deputy Registrar/Dean of Teaching and Learning. (Items 8.2 and 8.3)

3.14 <u>Noted</u>, with respect to the issue of equity of treatment of students at Progression and Awards Boards, that a progress report would be drafted by the Registry and conveyed to the Chair. (Item 9.1)

3.15 <u>Noted</u> that the EE2 form had been revised to take account of the fact that renewals of appointment will not be possible from 2014/15. (Item 9.2)

3.16 <u>Noted</u> that two sets of revised programme regulations 2013/14 had been approved by Chair's action: those for the BSc in Physical Education with Mathematics on 14 April 2014 and those for the BSc in Psychology on 13 May 2014.

SECTION B: FACULTY ISSUES

4.1 Appointment of external examiners

4.1.1 Dr Brendan Gilmore, Queen's University Belfast
MSc in Bioprocess Engineering
<u>Approved.</u>

4.1.2 Professor Michal Dabros, École d'ingénieurs et d'architectes de Fribourg, Switzerland
MSc in Bioprocess Engineering
Not approved, on the grounds that to do so would be in contravention of regulations.

4.1.3   Professor Gerard Parr, University of Ulster
         BEng in Digital Media Engineering
         Approved.
4.1.4   Dr Gaye Kiely, University College Cork
         MSc in Management of Internet Enterprise Systems
         Not approved, on the grounds that to do so would be in contravention of
         regulations.
4.1.5   Dr Mark Garavan, Galway-Mayo Institute of Technology
         Uaneen Modules
         Approved.
4.1.6   Professor David Jasper, University of Glasgow
         MA in Theology, Mater Dei Institute of Education
         Approved.
4.1.7   Mr Ronan MacNioclais, PricewaterhouseCoopers
         Modules in Taxation in Dublin City University Business School
         Approved.

4.2   Renewals/changes to duties of external examiners

4.2.1   Dr Neil Buttimer, University College Cork
         Modules in Translation in SALIS
         Approved.

5.   Other issues

5.1   Dublin City University Business School

5.1.1   Request for readmission of a legacy candidate to the BA in Accounting and Finance

Approved. Noted that it should be understood that the candidate would have the right to avail of a repeat year should that be required.

5.1.2   Request for readmission of a legacy candidate to the MSc in Human Resource Management

Approved.

5.1.3   Request for readmission of a legacy candidate to the MSc in Work and Organisational Behaviour

Decision deferred pending clarification about the existence of exit awards from this programme.

5.2   Faculty of Engineering and Computing

5.2.1 Request for readmission of a legacy candidate to the MSc in Security and Forensic Computing

Approved subject to the surrender of the Graduate Diploma parchment. Noted that the candidate might reasonably require more time for completion than is indicated on the form.

5.2.2 Request for readmission of a legacy candidate to the MSc in Security and Forensic Computing

Approved. Noted that the candidate might reasonably require more time for completion than is indicated on the form.

5.2.3 Request for readmission of a legacy candidate to the MSc in Security and Forensic Computing

Approved. Noted that the candidate might reasonably require more time for completion than is indicated on the form.

5.3 Faculty of Humanities and Social Sciences

5.3.1 Request for readmission of a legacy candidate to the MSc in Education

Approved. Noted that the candidate might reasonably require more time for completion than is indicated on the form.

5.3.2 Request for readmission of a legacy candidate to the MA in Political Communication

Approved subject to the creation of a new module to replace CM570 and to be taken by the candidate.

5.4 Faculty of Science and Health

5.4.1 Request for a derogation from Marks and Standards: BSc in Environmental Science and Health (International)

Decision deferred pending the submission of further information, especially with respect to progression through the programme. Some concern was expressed about the requirement that students maintain a H2.1 standard throughout the programme.

5.4.2 Request for approval of PPR external expert 2014/15: School of Mathematical Sciences

Approved.

5.5   Oscail

5.5.1   Request for readmission of a legacy candidate to the BSc in Information Technology

Agreed that a revised request could be considered by the USC but that it would have to specify that readmission to the BSc rather than the Diploma was being sought, as a candidate cannot be (re)admitted to an exit award. Noted that, where the learning outcomes of a module have changed considerably over time, a new module should be devised.

5.5.2   Request for readmission of a legacy candidate to the MSc in Management of Operations

Agreed that a revised request could be considered by the USC but that it would have to specify that readmission to the MSc rather than the Graduate Certificate was being sought, as a candidate cannot be (re)admitted to an exit award.

SECTION C: OTHER ISSUES (NOT FACULTY SPECIFIC)

6.   Marks and Standards issues

6.1   Recommendations of Working Group on Marks and Standards

6.1.1   Agreed that the Working Group would require some further discussions to refine the recommendations and that it would therefore be reconvened. The final recommendations, if approved by the USC,[1] will therefore be submitted to the 30 June 2014 rather than the 11 June 2014 meeting of Academic Council with a view to implementation in 2014/15.

6.1.2   With respect to Marks and Standards issues that require resolution in 2013/14, particularly as far as resit categories are concerned, it was agreed that the Chair would hold discussions with the Associate Deans for Teaching and Learning/Education.

6.2   Programme Regulations 2014/15

Noted that these were being made available. Agreed that the USC membership would be requested to consider and, if appropriate, approve them by 15 August 2014. Noted that it was likely that some changes would need to be approved by Faculties prior to submission for USC consideration, on foot of requests to restructure programmes which the Education Committee is to consider at its meeting of 4 June 2014.

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[1] On an electronic basis.

7.   Proposed changes to *Academic Regulations for Postgraduate Degrees by Research and Thesis* for 2014/15

Approved. Noted that these changes would be considered by Academic Council at its meeting of 11 June 2014.

8.   Reconvening of the Working Group on External Examiners

The Chair noted that he and the Associate Deans for Teaching and Learning/Education had agreed a work plan to the end of the calendar year 2014 with a view to drawing up recommendations with respect to the management of communication with external examiners for taught programmes/modules, and related issues.

9.   Proposals on holding examinations in remote locations

Deferred to the meeting of 11 September 2014.

10.   Any other business

10.1   Agreed that an issue raised in respect of a Faculty should be resolved locally.

Date of next meeting:

11 September 2014
9.00 a.m. in A204

Signed: _____   Date: _____
         Chair