

Academic Calendar Implementation Group

MINUTES AND ACTIONS

11 December 2020

Present: Gillian Barry, Richard Bolger, Anthony Feighan, Maeve Fitzpatrick, Yseult Freeney, Rachel Keegan (Secretary), William Kelly (Chair), Anna Logan, Kenneth McDonagh, Jennifer McManis, Pauline Mooney, Máire Ní Sheighlin, Paul Smith, Joseph Stokes, Lucien Waugh-Daly, Blánaid White

In attendance: Valerie Cooke

Apologies: Claire Bohan

1. Confirmation of the Agenda

The agenda was agreed, as circulated.

2. Minutes and Actions of the Meeting of 20 November 2020

The minutes of the meeting of 20 November 2020 were confirmed as an accurate record.

3. Matters arising

G. Barry updated the ACIG on two recent meetings that took place with a view to exploring the timing of resits. Work is ongoing and a further update will be provided to the ACIG in January.

4. Academic Calendar 2021-24

The Chair updated the ACIG on the recent decision of Academic Council to approve the outline Academic Calendar for 2021-24. This decision was formally communicated to all students and staff by the Registrar on 9 December.

Y. Freeney informed the ACIG that she has received some student feedback regarding the 10-week semester in 2021. The ACIG noted the importance of ongoing engagement with students on plans for the next academic year. B. Kelly informed the ACIG that he would be meeting with the Associate Deans for Teaching and Learning to develop guidance on an approach to assessment for the 10-week semester. It was agreed that it would be beneficial for L. Waugh-Daly to attend this meeting as the student representative.

5. Academic-Related Operations Subgroup - Update

G. Barry provided an update on the first meeting of the Academic-Related Operations Subgroup (AROS) which took place on 10 December. The AROS discussed the five broad areas for consideration and agreed on the order and manner in which each of these would be addressed. The AROS will meet again on 14 January 2021. The focus of that meeting will be on the completion of the current 2020-21 academic calendar.

6. Project Implementation Plan

R. Keegan provided a brief overview of the draft Project Implementation Plan, highlighting areas that require further attention by the ACIG. It was noted that the most appropriate means for addressing placements requires further consideration. It was noted that P. Mooney and R. Keegan would be consulting with relevant stakeholders on placements in the early new year.

7. Next steps

B. Kelly summarised the next steps for the project which include the ramping up of activities of the Subgroups and the further development of the Project Implementation Plan.

It was noted that some activities may be progressed through existing structures, feeding back into the plan where necessary. It was noted that further subgroups and/or working groups may be required as the project progresses.

It was agreed that the ACIG must now turn its focus to the development of a more detailed calendar. It was noted that the two-way communication between the ACIG members and their work areas will become increasingly important as the detailed calendar progresses.

8. Any other business

There was no other business.

Action No.	Agreed Actions	Responsible	Deadline
1	Consideration of the timing of resits – ongoing engagement with stakeholders and reporting back to the ACIG in January	G. Barry	January
2	Consultation with placement stakeholders, reporting back to the ACIG in January	P. Mooney, R. Keegan	January