

UNIVERSITY STANDARDS COMMITTEE

MINUTES

Thursday 12 November 2015 in A204

9.30 – 10.50 am

Present: Mr Billy Kelly (Chair), Dr Jennifer Bruen, Dr Brian Corcoran, Dr Eamon Costello, Mr. James Donoghue, Dr Greg Foley, Ms. Margaret Irwin-Bannon (Secretary), Ms. B. McConalogue, Dr David McKeon, Dr Caroline McMullan, Dr Pádraig Ó Duibhir, Ms. Michele Pringle, Dr Joseph Stokes

Apologies: Dr Mark Glynn, Professor Lisa Looney, Ms. Phylomena McMorrow, Dr Andrew O'Regan, Professor Kevin Rafter, Ms. Annabella Stover

In attendance: Ms Gillian Barry (Item 7.1)

SECTION A: MINUTES AND RELATED ISSUES

1. Adoption of the agenda

The agenda was adopted subject to the inclusion of the following:

- Addition of Item 4.1.34
- One legacy re-admission item for discussion
- Briefing on the semester 1 examination timetable

2. Minutes of the meeting of 10 September 2015

The minutes of the meeting of 10 September 2015 were approved, subject to a minor change on page 6, and signed by the Chair.

3. Matters arising from the minutes

- 3.1** It was noted that the Recognition of Prior Learning (RPL) policy was under consideration (Item 3.1).
- 3.2** It was noted that the drafting of proposals with respect to issues related to the external examiners' process was ongoing. Feedback has been sought on a draft set of guidelines and a final document is expected to be ready shortly (Item 3.2).
- 3.3** It was noted that follow-up with respect to Programme Regulations was on the agenda of this meeting (Item 6.1).
- 3.4** It was noted that feedback had been provided to Registry with respect to the Revised Examination Regulations (Item 7).
- 3.5** It was noted that the re-submission of a legacy re-admission request for a student seeking re-entry to the BA in Journalism programme had been approved by Chair's Action on 25 September 2015.
- 3.6** It was noted that a request from the Faculty of Science and Health for a derogation from Paragraph 4.3 from Marks and Standards was approved by Chair's Action on 12 October 2015. The derogation facilitated a student registered on the Bachelor of Nursing Studies programme to take a module from the stand-alone framework offered by the School of Nursing and Human Sciences.
- 3.7** It was noted that a joint request from the Faculty of Science and Health and Faculty of Humanities and Social Sciences for a derogation from Paragraph 4.3 from Marks and Standards was approved by Chair's Action on 23 October 2015. The derogation facilitated a student registered on the BA in Contemporary Culture and Society programme to take a module from the stand-alone framework offered by the School of Nursing and Human Sciences.
- 3.8** It was noted that a change in wording on the Programme Regulations for the BSc in Nursing had been approved by Chair's Action 12 October 2015.
- 3.9** It was noted that a Certificate in Guidance Counselling was approved electronically by USC on 1 October 2015, for the specific purposes of granting an aegrotat award.
- 3.10** It was noted that the renewal of appointment (originally appointed in 2014/2015) of the external examiner for the Periodic Programme Review for the School of Mathematical Sciences was approved by Chair's Action on 9 November 2015.

B. Faculty issues**4. External examiners for taught programmes****4.1 Nominations**

4.1.1 Dr Deborah Tannehill, University of Limerick
Modules in the School of Health & Human Performance
Approved

In advance of consideration of the nominated external examiners (items 4.1.2 to 4.1.9 inclusive) a discussion took place with respect to the number of external examiners being nominated by the School of Law and Government, and it was questioned whether such a diversity of externs could ensure a holistic view of the programmes in Law and the programmes where Law is a significant component.

It was agreed that the Head of School would be asked to reconsider the nominations with a view to considering the extent to which external examiner duties could be allocated to existing external examiners and/or a considerably smaller number of additional external examiners. It was agreed too that should any additional nominations require approval they would be dealt with by Chair's Action.

4.1.2 Dr Amel Alghrani, University of Liverpool
Modules in the School of Law & Government
Not considered

4.1.3 Dr Mary Rogan, Dublin Institute of Technology
Modules in the School of Law & Government
Not considered

4.1.4 Dr Una Woods, University of Limerick
Modules in the School of Law & Government
Not considered

4.1.5 Professor Dermot Walsh, University of Kent
Modules in the School of Law & Government
Not considered

4.1.6 Ms Maureen O'Sullivan, NUI Galway
Modules in the School of Law & Government
Not considered

- 4.1.7 Dr Abdul Karim Aldohni, Newcastle University
Modules in the School of Law & Government
Not considered
- 4.1.8 Dr Conor O'Mahony, UCC
Modules in the School of Law & Government
Not considered
- 4.1.9 Mr William Craig, Robert Gordon University
Modules in the School of Law & Government
Not considered
- 4.1.10 Ms Sally Gamble, Institute & Faculty of Actuaries
BSc in Actuarial Mathematics
Noted
- 4.1.11 Ms Linda Daly, Institute & Faculty of Actuaries
BSc in Actuarial Mathematics
Noted
- 4.1.12 Dr Marcin Gradziel, Maynooth University
Modules in School of Mechanical & Manufacturing Engineering
Approved
- 4.1.13 Dr Eloise Monger, University of Southampton
Modules in School of Nursing & Human Sciences
Approved
- 4.1.14 Professor Louise Bradley, TCD
BSc in Applied Physics, BSc in Physics with Astronomy, BSc in Physics with
Biomedical Sciences
Approved
- 4.1.15 Professor Donal O'Shea, Royal College of Surgeons in Ireland
BSc in Chemical & Pharmaceutical Sciences
Approved
- 4.1.16 Professor David Citrin, Georgia Institute of Technology, France
Modules in School of Electronic Engineering
Approved

- 4.1.17 Dr Iain Phillips, Loughborough University
Modules in School of Electronic Engineering
Approved
- 4.1.18 Dr Adrian Boyd, University of Ulster
BEng in Biomedical Engineering
Approved
- 4.1.19 Dr Rachel Quinlan, NUI Galway
Department of Mathematics, St. Patrick's College
Approved
- 4.1.20 Dr Mary Meade, University of Ulster
BSc in Sport Science & Health
Approved
- 4.1.21 Professor Cahal McLaughlin, Queen's University
BA in Media Production Management
Approved
- 4.1.22 Dr Elizabeth Sillence, Northumbria University
Modules in Open Education
Approved
- 4.1.23 Mr Seamie O'Neill, NUI Maynooth
Bachelor of Education, Professional Masters of Education
Approved
- 4.1.24 Dr Clare Cassidy, University of Strathclyde
Bachelor of Education, Professional Masters of Education
Approved
- 4.1.25 Dr Michael Flannery, Marino Institute of Education
Bachelor of Education, Professional Masters of Education
Approved
- 4.1.26 Dr Matthew Schuelka, University of Birmingham
Professional Certificate/Diploma in Special & Inclusive Education
Approved

- 4.1.27 Dr Mary Oliver, University of Nottingham
BSc in Science Education
Approved
- 4.1.28 Dr Maureen Glackin, St. Mary's University, London
BA in Humanities (Religious Studies)
Certificate in Religious Studies (under-graduate)
Certificate Religious Studies (post-graduate)
Certificate in Religious Studies (part-time)
St. Patrick's College
Approved
- 4.1.29 Professor Carlos M P Sousa, Durham University
Modules in DCU Business School
Approved
- 4.1.30 Professor Donal O'Neill, Maynooth University
Modules in DCU Business School
Approved
- 4.1.31 Professor Lloyd C Harris, University of Southern Denmark
Modules in DCU Business School
Approved
- 4.1.32 Ms Paula Kinnarney, Maynooth University
Professional Masters of Education
Approved
- 4.1.33 Dr Stephen Cassidy, Cork Institute of Technology
MEng in Mechanical and Manufacturing Engineering
Approved
- 4.1.34 Dr Anthony Kelly, Altera European Trading Company Ltd
Graduate Diploma in Information Technology
Not approved, on the grounds of insufficient experience as an external examiner or
in the teaching or design of a programme.

4.2 Renewal of appointment/changes to duties

4.2.1 Professor Gerard Parr, University of Ulster
BEng in Digital Media Engineering
Approved

4.2.2 Professor Mark Bell, TCD
School of Law & Government
Approved

4.2.3 Professor Peter Morrell
DCU Business School
Approved

5 Other issues**5.1 Faculty of Engineering & Computing**

5.1.1 Readmission request on a legacy basis: MSc in Computer Aided Mechanical & Manufacturing Engineering
Approved

5.1.2 Confirmation of external expert for Periodic Programme Review: BSc in Enterprise Computing
Noted

5.2 Faculty of Humanities & Social Sciences

5.2.1 Request to approve revised programme regulations: Bachelor of Arts (new) 2015-2016
Approved

5.2.2 Readmission request on a legacy basis: MA in International Relations (part-time)
Approved

5.3 St. Patrick's College

5.3.1 Derogations in respect of a number of students who will be repeating undergraduate components in the current academic year

Approved. It was noted that the derogation would only apply for one year to allow for a transition period.

5.4 DCUBS

5.4.1 Amendment to legacy readmission request: BA in Accounting and Finance

Approved. It was noted that for the purposes of calculating the final award classification the student's final precision mark will be based on results achieved at sittings in 2014-2015 and 2015-2016.

C. Other issues (not Faculty-specific)

6 Marks and Standards Issues

6.1 Programme Regulations Guidelines

It was noted that a meeting had taken place between the Secretary of USC and the Associate Deans for Teaching and Learning and Secretaries of Faculty Teaching Committees to discuss the content and format of Programme Regulations. An updated template and guidelines document were devised, and following feedback from the Faculties, the documents as circulated were finalised for the approval of USC. It was noted that the template and guideline documents would be distributed as soon as possible to Faculties, for roll-out for 2016-2017.

It was noted that the Faculties were pleased with the outcome of the review of the Programme Regulations and expressed appreciation for the assistance provided by the Secretary of USC.

The Programme Regulations Guidelines were approved.

6.2 *Programme Regulations Template*

Approved

7. **Any Other Business**

7.1 *Semester 1 Examination Timetable (Ms Gillian Barry attended for this item)*

A memo briefing USC on the preparation of the examination timetable was tabled. The document provided the background to the production of a second draft of the examination timetable and the constraints which are making the scheduling of the timetable increasingly complex and difficult.

The constraints include *inter alia* the exclusion of Saturday 23 January 2016 as an exam day, the loss of exam venues, the increased complexity caused by cross-teaching, and the large variety of optional modules available to students. All possible permutations had been explored but it had not proved possible to schedule all examinations in eleven days, without scheduling two examinations in the one day for eleven students.

It was noted that the second draft of the examination timetable would be circulated to Faculties during the week commencing 16 November 2015.

While appreciating the complexity of the issue and acknowledging the necessity to schedule two examinations in the one day, the Associate Dean for Teaching of Learning from the Faculty of Humanities and Social Sciences requested that where two examinations occurred for students in the one day that they wouldn't be two languages. Ms. Gillian Barry undertook to explore different possibilities in this regard.

It was noted that a set of principles with respect to examination timetabling, drawing on the experience of semester 1, will be drafted for the future consideration of USC.

7.2 *Legacy re-admission case for the MA in Industrial Relations*

It was noted that the Chair had received a request for advice with respect to granting an additional session to a student originally re-admitted in 2012. Due to illness, the student concerned had not been able to engage with the programme within the timeframe allowed by USC and the Progression and Award Board, which had met

on 11 November 2015, had sought to grant the student an additional academic session. However, as USC had granted re-admission to the programme and the student's registration would now be outside of the timeframe allowed, Registry recommended reconsideration of the re-admission by USC.

The Chair indicated that he had recommended to the Programme Chair she advise the student to exit with a lesser award, and if that was not feasible, and taking the timeframe in account, he would deal with the outcome by Chair's Action. This was agreed.

End

Signed: _____ Date: _____
Chair

Date of next meeting:

Thursday, 14 January 2016 9.30 a.m. in A204
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