

UNIVERSITY STANDARDS COMMITTEE

MINUTES

Thursday 26 February 2015 in A204

9.00 – 10.30 am

Present: Mr Billy Kelly (Chair), Dr Brian Corcoran, Dr Greg Foley, Professor Barbara Flood, Mr Gary Gillick, Dr Mark Glynn, Ms Margaret Irwin-Bannon (Secretary), Professor Lisa Looney, Dr Caroline McMullan, Dr Mairéad Nic Giolla Mhichíl, Ms Phylomena McMorrow, Dr Pádraig Ó Duibhir, Ms Michele Pringle, Ms Annabella Stover

Apologies: Dr Eamonn Costello, Professor Colm O’Gorman, Dr Andrew O’Regan

SECTION A: MINUTES AND RELATED ISSUES

1. Adoption of the agenda

The agenda was adopted with the inclusion of one additional item under 4.1.3.

2. Minutes of the meeting of 13 November 2014 (USC2015/A2/2)

The minutes of the meeting of 15 January 2015 were approved and signed.

3. Matters arising from the minutes (USC2015/A2/3)

- 3.1** It was noted that the advice to amend modules codes, where two external examiners had been appointed to examine modules with the same module codes, but were on different streams, had been communicated to the Programme Chair. It was anticipated that this issue would be dealt with in the context of the reconfiguration of the programme during the Incorporation Project (Item 4.1.2 and 4.1.3)

- 3.2** It was noted that the Chair had sent a communication to the Faculties to advise them that the practice of maintaining a module code, where there has been a significant change to a module, should not continue (Item 5.1.2).
- 3.3** The Dean of Graduate Studies provided an update on the Quality Assurance of Graduate Training Elements, indicating that the process will be finalised at the Graduate Research Studies Board next week.
- 3.4** It was noted that it is intended to include Recognition of Prior Learning (RPL) as an agenda item during the academic year 2014-2015 (Item 3.2).
- 3.5** 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 3.3).
- 3.6** It was 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 Programme Period Review (PPR) (Item 3.5).
- 3.7** It was noted that discussions about re-sit categories and other Marks and Standards issues were in progress and the working group would submit proposals to USC in due course (Item 3.6).
- 3.8** It was noted that discussions were ongoing with respect to the drafting of proposals about the management of communication with external examiners and that, in this context, the Chair and the Associate Deans for Teaching and Learning/Education had drawn up a work plan for the remainder of 2014 (Item 3.7).
- 3.9** It was noted that discussions on issues in relation to Programme Regulations, namely sharing good practice and ownership of the regulations were ongoing (Item 3.9).
- 3.10** It was noted that changes related to module codes in Programme Regulations for the BSc in Nursing programme had been approved by Chair's action on 17 February 2015 and published on the website.
- 3.11** It was noted that the legacy re-admission application where the student had not exceeded the maximum registration period had been referred back to Faculty and the matter had been resolved (Item 5.1.2).

- 3.12** It was noted that a change to the Science Education programme regulations to accommodate repeat and deferred students had been approved by Chair's action on 4 February 2015 and published on the website.
- 3.13** It was noted that a change in duties of an external examiner had been approved by Chair's action for the School of Nursing and Human Sciences on 5 February 2015.

SECTION B: FACULTY ISSUES

4 External examiners for taught programmes

4.1 Nominations

- 4.1.1 Dr John Garry, Queen's University Belfast
School of Law & Government
Approved. It was noted that dates of appointment are to be clarified.
- 4.1.2 Dr Kieron Sheehy, The Open University
Special Education Department, St. Patrick's College
Approved. It was noted that dates of appointment are to be clarified.
- 4.1.3 Ms Deirdre O'Donnell, University of Ulster
School of Nursing and Human Sciences
Approved.

4.2 Renewal of appointment/changes to duties

- 4.2.1 Dr Suzanne Denieffe, Waterford Institute of Technology
School of Nursing and Human Sciences
Approved, it was noted that this had been the subject of discussion/approval in advance of USC.
- 4.2.2 Dr Sarah Amsler, University of Lincoln
Education Department, St. Patrick's College
Approved

5. Other Issues

5.1 DCUBS

5.1.1 Readmission request on a legacy basis: MSc in Investment and Treasury Approved. It was agreed that the candidate will be registered on the MSc in Investment and Treasury (MIT) rather than the MSc in Investment and Treasury and Banking (MITB) and the MIT structure will be re-activated to accommodate this request.

5.1.2 Readmission request on a legacy basis: MSc in Investment and Treasury Approved. It was agreed that the candidate will be registered on the MSc in Investment and Treasury (MIT) rather than the MSc in Investment and Treasury and Banking (MITB) and the MIT structure will be re-activated to accommodate this request.

5.2 Faculty of Humanities & Social Sciences

5.2.1 Readmission request on a legacy basis: MSc in Education & Training (Leadership/e-Learning) exit with a Graduate Diploma in Education and Training Management

This application was not approved as the applicant had completed the programme in 1998, and if granted re-admission, would be conferred with a parchment dated 2015. As the gap between last attendance and final completion was extensive, it was agreed that the Programme Board would be asked to require the candidate to complete some work which would assure the university that the learning has currency and justifies the conferring of a Graduate Diploma in 2015. The number of credits or type of work to be prescribed would be at the discretion of the Programme Board.

USC requested that once the proposal of work to be completed by the candidate is agreed by the Programme Board/Faculty, then the re-admission request along with the proposal should be re-submitted to USC for consideration. It was also noted that, should the candidate be re-admitted, the classification of the Graduate Diploma would have to be approved by Progression and Award Board.

It was further agreed that USC would give some consideration to general guidelines in respect of re-admission where the time expired between completion of the original award and the application to exit is substantial.

C. OTHER ISSUES (not Faculty-specific)**6. Marks and Standards issues****6.1 Internal audit recommendations**

The Chair indicated that as a result of an internal audit on the calculation of exam results it had come to the attention of the Internal Auditor that there was a mismatch between module credits and weightings, i.e. not all subject weightings correspond equally to the ECTS credit value. Registry had run an exception report and there were a substantial number of modules found which did not comply with the norm. One of the recommendations made by the Auditor was that where weightings do not correspond to credits, and there is a valid reason for the anomaly, it will be required that this information is published in the programme regulations.

It was noted that the list of anomalous modules will be circulated to Faculties with the strong recommendation that they align subject weightings and credits, and should this not be feasible, that details are published in the programme regulations.

It was noted that Ms. Phylomena McMorrow would provide a soft copy of the DCU Internal Auditor's report, *Transparency in relation to the calculation of precision marks*, a hard copy of which, was tabled at the meeting.

7. Incorporation Matters

It was noted that work on Marks and Standards in the context of Incorporation was ongoing and it was anticipated that issues in this regard would be brought to a future meeting of USC.

It was noted that issues requiring resolution, relating to the academic structure approval process for the BA Joint Honours programme, had been identified. Specifically an issue around the proposed three hour duration of examinations for five credit modules needed to be resolved, given that it contravenes DCU Marks and Standards. It was agreed this issue and any others identified would be brought to the attention of the Assistant Registrar as part of the review of Marks and Standards in the context of Incorporation.

8. Any other business

There were no items.

Date of next meeting:

Thursday, 2 April 2015 9.00 a.m. in A204

End

Signed: _____
Chair

Date: _____