

UNIVERSITY STANDARDS COMMITTEE

MINUTES

Thursday 5 September 2019

9.30 a.m. – 12.00 p.m. in A204

Present: Mr Jonathan Begg, Dr Lorraine Delaney, Dr Yseult Freeney, Ms Margaret Irwin-Bannon (Secretary), Dr Charlotte Holland, Mr Billy Kelly (Chair), Dr Ken McDonagh, Dr Garrett McGuinness, Ms Phylomena McMorrow, Dr Justin Rami and Dr Blanaid White

Apologies: Mr Callaghan Commons, Dr Mark Glynn and Dr Joseph Stokes

SECTION A: MINUTES AND RELATED ISSUES

1. Adoption of the agenda

The agenda as circulated was adopted.

2. Minutes of the meeting of 23 May 2019

The minutes already approved electronically were signed by the Chair.

3. Matters arising from the minutes of 23 May 2019

- 3.1** It was noted that the development of an approval procedure relating to the non-progression of individual students who fail semester one teaching practice on the PMEP programme is ongoing (Item 3.2).

- 3.2** It was noted that the external examiner nomination (item 4.1.8, 23 May 2019 meeting) was conditionally approved by Chair's action subject to the nomination of additional examiners for the BEd and PMEP programmes. It was noted that two additional examiners were submitted for approval and are on the agenda (items 4.1.2 and 4.1.5) of this meeting and the issue of workload would be discussed in this context (4.1.8).
- 3.3** It was noted that a first draft of the External Examiner handbook has been drafted and following consultation with the Associate Deans for Teaching and Learning/ Education would be on the agenda of the November 2019 meeting of USC.
- 3.4** It was noted that operationalisation of the new module type was completed (Item 3.1).
- 3.5** It was noted that work in ensuring that the linking to programme regulations on the Loop programme page can be done as efficiently as possible on an annual basis is ongoing (Item 3.3).
- 3.6** It was noted that USC would review the practice of attendance monitoring, as reflected in the programme regulations, in November 2019 (Item 8).
- 3.7** It was noted that work to ensure that the title of the person nominated to approve the nomination of external examiners (in place of the Head of School) appears appropriately on the EE1 form was completed (Item 3.4).
- 3.8** It was noted that following a request from USC, it was arranged that the average number of modules that a programme external examiner will examine in any given year will appear on the EE1 form outputted from Guru (Item 3.7).
- 3.9** It was noted that the updated Marks and Standards 2019.1 document was approved by Academic Council on 17 June 2019 (Item 6).
- 3.10** It was noted that minor items of clarification were completed on the Recognition of Prior Learning policy and the document was approved by Academic Council at its meeting of 17 June 2019 (Item 7).
- 3.11** It was noted that the nomination of an external examiner for the School of Nursing, Psychotherapy and Community Health, a decision on which was deferred at the 23 May 2019 meeting, is on the agenda (4.1.7) of this meeting (Item 4.1.3).

- 3.12** It was noted that the Chair approved a legacy re-admission request (6 June 2019) for a student to be re-admitted to the MSc in Integrative Counselling programme having established DCU's responsibilities following the discontinuation of an agreement with an external provider (Item 5.2.1).
- 3.13** It was noted that a legacy re-admission application for a student onto the BSc in Information Technology programme to exit with a lesser award was approved by Chair's Action, 6 June 2019.
- 3.14** It was noted that a legacy re-admission application for a student onto the BA: Joint Honours was approved by Chair's Action, 25 June 2019.
- 3.15** It was noted that Programme Regulations submitted up to 23 May 2019 were approved on 31 May 2019 (Item 8).

SECTION B. Faculty issues

4. External examiners for taught programmes

4.1 Nominations

4.1.1 Waterford Institute of Technology
BSc in Education & Training
Approved

4.1.2 Leeds Beckett University
Bachelor of Education, Professional Master of Education Primary
Approved

The proposed external examiner was approved however, University Standards Committee expressed serious concerns about the workload attaching to the external examiner appointments for the BEd and PME (Primary) programmes. They recommended, in order to ensure the workload is manageable for the four external examiner concerned, that the focus of the examiners would be on the final years of the programmes and that the other years of the programmes could be reviewed on a rotational basis. It was noted that this recommendation is in line with the DCU Regulations and Guidelines for External Examiners for Taught Programmes.

- 4.1.3 Università de Bologna
MEng in Electronic & Computer Engineering
Approved
- 4.1.4 University of Nottingham
Master of Education in Autism
Approved
- 4.1.5 St. Angela's College, NUI Galway
Bachelor of Education, Professional Master of Education Primary
Approved
- 4.1.6 University of York
Graduate Certificate in Dermatology
Approved
- 4.1.7 Edinburgh Napier University
BSc in Nursing (Intellectual Disability)
Decision deferred, subject to discussions with School of Nursing, Psychotherapy and
Community Health on a possible second appointment
- 4.1.8 Stranmillis University College Belfast
MEd in Specific Learning Disability (Dyslexia)
Approved

4.2 Renewal of appointment/changes to duties

- 4.2.1 Memorial University of Newfoundland
MSc in Education & Training Management (Leadership)

Approved. It was noted that this was a retrospective appointment for 2018-2019.

5. Other issues

5.1 DCU Institute of Education

- 5.1.1 Legacy readmission request: Professional Certificate/Diploma in Special & Inclusive Education

Approved

- 5.1.2 Legacy readmission request: Graduate Diploma in Inclusive, Learning Support & Special Education

Approved, subject to provision of clarification on how the award should be calculated.

- 5.1.3 Legacy readmission request: Professional Certificate/Diploma in Special & Inclusive Education

Not approved. It was noted that this request was outside of the terms of the legacy re-admission regulations and the student should be advised to seek re-entry through the direct application for admission process.

- 5.1.4 Legacy readmission request: MA in Chaplaincy Studies and Pastoral Work

Approved

5.2 Faculty of Science and Health

- 5.2.1 Derogation from Marks and Standards for BSc in Actuarial Mathematics

Proposed: A minimum of 40% must be achieved in both the examination and continuous assessment elements for an overall pass in MS117, Probability I.

Approved, it was noted that the module descriptor should be amended to reflect that separate learning outcomes would be examined in the continuous assessment and examination elements, as the module requires a student to pass both elements.

5.2.2 Derogation from Marks and Standards for Common Entry into Actuarial and Financial Mathematics

Approved, it was noted that the module descriptor should be amended to reflect that separate learning outcomes would be examined in the continuous assessment and examination elements, as the module requires a student to pass both elements.

5.3 Open Education

5.3.1 Legacy readmission request: Graduate Diploma in Operations Management

Not approved. It was noted that this request was outside of the terms of the legacy re-admission regulations and the student should seek re-entry through direct application for admission process.

5.3.2 Legacy readmission request: MSc in Management of Operations

Approved

5.3.3 Legacy readmission request: MSc in Management of Clean Technologies

Approved

5.3.4 Legacy readmission request: BA in Humanities

Approved

5.3.5 Legacy readmission request: BA in Humanities

Approved, subject to a limitation of five years for completion, should the student re-enter through the legacy re-admission route. However, it was advised by the Committee that the student be recommended to apply to enter the programme *ab initio* so he/she could benefit from the maximum registration period.

5.4. DCU Business School

5.4.1 Legacy readmission request: Bachelor of Business Studies

Approved

It was noted that the legacy re-admission form would be amended to clearly indicate that it should only be used when the period since last registration does not exceed eight years.

Other issues (not Faculty-specific)**6. Programme Regulations 2019-2020 (late changes or new programmes)**

6.1 BSc in Actuarial Mathematics

Approved

6.2 Common Entry into Actuarial and Financial Mathematics

Approved

6.3 BSc in Physics with Astronomy

Approved, subject to corrections under item *Repeat Arrangements*. Students who fail both PS151 and PS154 in 2019-20 must register for PS157 and PS151A in 2020-21.

6.4 BSc in Environmental Science and Technology

Approved

6.5 Graduate Certificate in Dermatology

Approved

6.6 Professional Diploma in Clinical Supervision

Approved, subject to the deletion of the first sentence under the heading *Exit Award*.

6.7 Bachelor of Arts Joint Honours

Approved, subject to clarification of paragraphs 3.3 and 3.4.4 and subject to the inclusion in the regulations that MS211 is categorised as a new module type.

6.8 Bachelor of Education (ISL Pathway)

Approved, subject to omission of 3.1 Credits for progression

6.9 Professional Master of Education (Primary) (PMEP)

Approved, subject to a rewording of item 3.3, School Placement and deletion of section 3.1 credits for progression and clarification on the consequences of non-attendance at named modules.

6.10 Professional Master of Education (PME)

Approved

6.11 Graduate Certificate in Management of Operations (Springboard)

Approved, subject to the following amendments:

- Label the programme regulations as Springboard programme
- Amend the ITS code (current code reflects a Master's programme)
- Correct credits in section 1, Programme Specific Rules and Requirements to 7.5 from 7.
- Delete the entry under Exit Awards

6.12 Graduate Certificate in Management of Information Management of Information Systems Strategy

Approved, see note under 6.11 for corrections

6.13 Graduate Certificate in Management of Internet Enterprise Systems

Approved, see note under 6.11 for corrections

6.14 International Master in Security, Intelligence and Strategic Studies 2018-2019

Approved, subject to correction of the typo 'complimentary'. It was noted that further discussions may take place with regard to requirements for the award, should the circumstances of this programme change.

6.15 International Master in Security, Intelligence and Strategic Studies 2019-2020

Approved, subject to correction of the typo 'complimentary'

7. Performance Athletes: Regulations for Academic Flexibility

The proposed regulations were approved. It was noted that the document would be submitted for the approval of Academic Council at its 9 October 2019 meeting.

8. Faculty of Computing and Engineering: English language requirements for ICT Skillnet

The proposal was approved and it was noted that it would be submitted for the approval of Academic Council at its 9 October 2019 meeting.

9. Readmission: Direct Application Form

The following were noted in the discussion of the direct application form.

- The process would be kept under review.
- A process flow indicating the different choices student have for re-entry would be prepared. It was noted that in some cases a student who is eligible for the legacy re-admission process might benefit from direct re-entry
- Consideration of exemptions would take place after the successful admission and registration of the student.

- It was agreed to delete part of Section D of the form which requests the modules for which the student is to be registered.

10. Any other business

There were no items of business.

Signed: _____ Date: _____

Date of next meeting:

Thursday, 14 November 2019

9.30 a.m. in A204