

## UNIVERSITY STANDARDS COMMITTEE

### MINUTES

Thursday 6 September 2018

9.30 a.m. – 10.30 a.m. in A204

**Present:** Dr Jennifer Bruen, Mr Callaghan Commons, Dr Lorraine Delaney, Dr Yseult Freney, Ms Margaret Irwin-Bannon (Secretary), Mr Billy Kelly (Chair), Dr James Lovatt, Dr Garrett McGuinness, Ms Phylomena McMorrow, Professor Eugene McNulty, Dr Justin Rami, Dr Joseph Stokes and Dr Blanaid White

**Apologies:** Mr Jonathan Begg, Dr Mark Glynn and Ms Barbara McConalogue

The Chair opened the meeting and welcomed the following new members of University Standards Committee (USC):

- Mr Callaghan Commons representing the Student's Union
- Dr Yseult Freney as Associate Dean for Teaching and Learning, DCU Business School
- Dr James Lovatt, representative of the Heads of School

He also thanked the following outgoing USC members for their contribution to USC

- Professor Eugene McNulty
- Ms Barbara McConalogue
- Dr Brien Nolan

## SECTION A: MINUTES AND RELATED ISSUES

### 1. Adoption of the agenda

The agenda was adopted subject to the addition of one item under AOB.

## **2. Minutes of the meeting of 31 May 2018**

It was noted that a correction had been made to the minutes of 31 May 2018 subsequent to their circulation for the scheduled meeting. Under paragraph 3.2, the second last sentence was amended to ‘This type of module would not offer a continuous assessment resit opportunity’. The amended minutes were approved and signed by the Chair.

## **3. Matters arising from the minutes of 31 May 2018**

- 3.1** It was noted that a process document for legacy re-admission applications was drafted and a consultation with relevant stakeholders was underway. It was anticipated that the process document would be placed on the agenda of the November 2018 meeting of USC (Item 3.4).
- 3.2** It was noted that a procedure for the amendment of marks where errors come to light following online publication of semester one examination marks was under discussion with relevant stakeholders and it was anticipated that a proposal would be placed on the agenda of the November 2018 meeting of USC (Item 3.5) .
- 3.3** It was noted that a legacy re-admission application to the MEd programme for a candidate in the DCU Institute of Education, which had originally been submitted for consideration by Chair’s Action, is on the agenda (item 5.3.3) of this meeting.
- 3.4** It was noted that a proposal on a new module type to address the issues raised with respect to formative continuous assessment where the terminal examination assesses all module learning outcomes, is on the agenda (item 6) of this meeting (Item 3.2).
- 3.5** It was noted that outstanding programme regulations for 2018-2019 from the Faculty of Engineering and Computing are on the agenda (item 5.1.1) of this meeting (Item 7.3).
- 3.6** It was noted that an amendment to the 2017-2018 programme regulations for the BSc in Environmental Science and Health/ Environmental Science and Technology was approved by Chair’s Action on 16 July 2018. The update to the regulations for these programmes for 2018-2019 is on the agenda (item 5.2.1) of this meeting.
- 3.7** It was noted that additional information with respect to the legacy re-admission of a candidate onto the MA in Poetry Studies programme had been provided to Registry and the admission was deemed approved (Item 5.2.1).

- 3.8** It was noted that a process to enable the re-admission of a candidate onto the BA i Gno agus Gaeilge was completed (Item 5.2.2).
- 3.9** It was noted that additional information was provided with respect to the legacy re-admission of a candidate onto the Professional Certificate/Diploma in Special and Inclusion Education and the admission was deemed approved (Item 5.3.3.)
- 3.10** It was noted that the Programme Regulations 2018-2019 approved by USC at its meeting of 31 May 2018 were finalised and published (Item 7).
- 3.11** It was noted that the documentation relating to the derogation from the English language requirements for the Faculties of Engineering and Computing, and Science and Health was updated (Item 9).
- 3.12** It was noted that minor amendments to the following approved programme regulations were approved by Chair's Action, 23 August 2018:
- Open Education: HDip in Interaction Design
  - DCU Institute of Education: BRelEd/English/History/Music

**B. Faculty issues**

**4. External examiners for taught programmes**

**4.1 Nominations**

4.1.1 Dr Andy Williams, Cardiff University  
BA in Communication Studies  
Approved

4.1.2 Dr Deirdre Hughes, University of Warwick  
Grad Dip/MSc in Guidance Counselling  
Approved

4.1.3 Dr Witold Kwapinski, University of Limerick  
MSc in Bioprocess Engineering  
This nomination was not approved as it was not in line with the regulations for the appointment of external examiners. It was requested that the School nominate another candidate from a different institution.

4.1.4 Dr Maria Tuohy, NUI Galway  
MSc in Bioprocess Engineering  
Approved

4.1.5 Professor Joanne Hughes, Queen's University Belfast  
Modules in School of Stem, Education, Innovation and Global Studies  
Approved

4.1.6 Dr Martin Dempster, Queen's University Belfast  
MSc in Psychology (Conversion)  
Approved

4.1.7 Dr Simon Lock, University College London  
MSc in Science Communication  
Approved

## **4.2 Renewal of appointment/changes to duties**

4.2.1 Dr Alison Hood, Maynooth University  
GTEs: TP600 and TP601  
Approved

4.2.2 Professor Louise Bradley, TCD  
GTEs: PS518 and PS531  
Approved, it was noted that clarification was required on the sharing of the same modules between two external examiners

4.2.3 Professor Paul Callanan, UCC  
GTEs: PS518 and PS531  
Approved, please see note above

4.2.4 Dr Muiris MacCarthaigh, Queen's University  
GTE: LG602  
Approved

4.2.5 Dr Theresa Reidy, UCC  
GTEs: LG600 and LG608  
Approved

4.2.6 Dr Martina Crehan, Royal College of Surgeons  
GTE: GS611NS  
Approved

4.2.7 Dr Stephen Cassidy, Cork Institute of Technology  
GTE: GS606  
Approved

4.2.8 Dr Maria Tuohy, NUI Galway  
GS607BT  
Approved

## **5. Other issues**

### **5.1 Faculty of Engineering and Computing**

#### 5.1.1 Programme Regulations

##### *Springboard Programmes*

- Graduate Certificate in the Internet of Things
- Graduate Certificate in Image Processing & Analysis (Plus) Springboard Programme: Graduate Certificate in Data Analytics
- Graduate Certificate in Artificial Intelligence
- Graduate Certificate in Advanced Manufacturing,

##### *Access Programmes*

- MEng in Electronic and Computer Engineering (remote access, Wuhan University, China.
- MEng in Electronic and Computer Engineering (remote access, Beijing Normal University) (As above)

The programme regulations as above were approved subject to the following:

- a) To reformat in compliance with the programme regulation template
- b) To provide clarification on resit categories
- c) Where not provided, to insert credits required for the Graduate Certificate classification
- d) To clarify what is meant by the term 'are used with equal weighting' in terms of the calculation of the precision mark.
- e) To distinguish the two Access programme regulations

## **5.2 Faculty of Science and Health**

- 5.2.1 Amendment to the Programme Regulations for the BSc in Environmental Science and Technology and BSc in Environmental Science and Health 2018-2019  
Approved

## **5.3 DCU Institute of Education**

- 5.3.1 Legacy readmission request: Professional Certificate/Diploma in Special and Inclusive Education  
Approved
- 5.3.2 Legacy readmission request: Professional Diploma in Special and Inclusive Education  
Approved
- 5.3.3 Legacy readmission request: Master of Education

The Chair noted that this application was originally submitted in June 2018 and additional information had been sought with respect to mapping the credits completed with the current MEd programme. The application was considered in detail and concerns were raised about the lapse of eighteen years from the date of initial registration to the present.

USC members recommended, in order for the application to be reconsidered, that in addition to the dissertation module, the programme team should require the student to engage with additional modules which would address concerns with respect to the currency of the award. They requested that the programme team make a proposal which would identify specific modules for the student to undertake to address those concerns. It was requested also that some additional information would be provided with respect to the related professional engagement of the student since discontinuing the MEd programme.

It was agreed, to ensure the student could register for September 2018, that the enhanced application would be considered electronically by USC.

**Other issues (not Faculty-specific)****6. Proposal for Calculation of Overall Module Results for New Module Type**

The Chair provided the background to the proposal for a new module type as circulated. In some modules, continuous assessment represents a small proportion of the total marks for a module and is essentially formative in nature and all the module learning outcomes are assessed in a terminal examination and the awarding of marks is seen as essential to incentivise engagement with the formative continuous assessment. It was argued that without attaching marks to such continuous assessment, all students will not engage with these formative exercises; this is of particular concern in first year classes.

To address these issues it was proposed to create a new type of module where the continuous assessment continues to carry a mark but where that mark does not disadvantage a student who subsequently demonstrates achievement of the learning outcomes in a terminal examination. This new type of module could be used in limited circumstances and the overall mark calculation for the module would be adjusted to reflect the primacy of the terminal examination.

This module type would be used in circumstances where all the following conditions apply

- i) all the learning outcomes of the module can be assessed appropriately by a terminal examination
- ii) the continuous assessment elements of the module address a subset of the module learning outcomes assessed in the terminal examination
- iii) the continuous assessment element has a weighting of 20% or less.

During a discussion on the proposal the following items were noted:

- There will be a responsibility on faculties to maintain oversight on the use of this module type
- Any module to be so designated must be approved by Faculty Teaching and Learning Committee as meeting the conditions as outlined in the proposal.
- It was clarified that if a continuous assessment assessed different learning outcomes to those assessed by the terminal exam then this module type cannot be used.
- There is a potential risk that students will not engage with the continuous assessment and rely on the terminal examination only to pass the module. However it was noted that as a counterbalance, this type of module provides an incentive to students to engage with the continuous assessment

- It was noted that as this module does not offer a resit continuous assessment and all learning outcomes are assessed by the terminal examination then it falls into the classification of a resit category 3 module. However, as there will be a technical difference in how the marks achieved at first attempt are carried forward for the autumn diet for resit purposes, it was suggested that the new module type should be resit category 3b, and the existing category 3 module classified as category 3a.

The proposal was approved for introduction in the academic year 2019-2020 and it was agreed that it would be reviewed by University Standards Committee for the first three years of operation. It was noted that the focus of the USC review will be on the number of modules so classified and on the maintenance at faculty level of a record that those modules have met the criteria as outlined in the proposal.

It was noted that the proposal would be placed on the Academic Council agenda of 3 October 2018 for consideration.

## **7. Any other business**

### *7.1 Change to scheduled meeting date*

It was agreed that due to a clash with graduation, the meeting of USC scheduled for 8 November 2018, would be rescheduled to 15 November 2018. The Secretary undertook to amend the meeting schedule and re-circulate.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Chair

### **Date of next meeting:**

Thursday, 15 November 2018

9.30 a.m. in A204