

UNIVERSITY STANDARDS COMMITTEE

MINUTES

Thursday 10 November 2016 in A204

9.30 – 10.10 am

Present: Mr Billy Kelly (Chair), Professor Deirdre Butler, Dr Eamon Costello, Mr. James Donoghue, Dr Greg Foley, Ms. Margaret Irwin-Bannon (Secretary), Professor Lisa Looney, Dr Garrett McGuinness, Ms Phylomena McMorrow, Ms. Michele Pringle, Dr Mark Roantree, Dr Joseph Stokes

Apologies: Dr Jennifer Bruen, Dr Caroline McMullan, Mr Christopher Pressler

The Chair opened the meeting and welcomed new members of University Standards Committee, Dr Garrett McGuinness and Dr Mark Roantree. He noted that Mr Jonathan Begg will join USC as representative of the Faculty Administration Peer Group in January 2017 and that this was Ms Michele Pringle's last meeting. He thanked Michele for her contribution to USC.

SECTION A: MINUTES AND RELATED ISSUES

1. Adoption of the agenda

The agenda was adopted subject to the addition of two items, 4.1.6 and 4.1.7.

2. Minutes of the meeting of 8 September 2016

The minutes of the meeting of 8 September 2016 were approved and signed by the Chair.

3. Matters arising from the minutes

- 3.1** The Chair outlined that arising out of a particular case in the Faculty of Engineering and Computing consideration had been given to the creation of posthumous awards at undergraduate level. However, upon investigation it was noted that where posthumous awards had been granted in the past, it was where an award already existed and usually at postgraduate level. It was not intended at this point in time to introduce undergraduate certificates or diplomas for this purpose (Item 3.5).
- 3.2** It was noted that discussions are ongoing with respect to the appointment of external examiners and the oversight of programmes. The desirability or otherwise of extending the practice across all faculties of the appointment of programme external examiners rather than module only external examiners is being considered (Item 3.1).
- 3.3** It was noted that the Akari project was close to conclusion and was at the stage of data clean-up (Item 3.3).
- 3.4** It was noted that some programme regulations for the DCU Institute of Education were yet to be approved. Further detail would be provided under item 5.3 (Item 3.4).
- 3.5** It was noted that discussions between the Dean of Graduate Studies and Registry with respect to the procedure for rescinding an award in the case of plagiarism for research students would take place over the coming weeks (Item 3.6).
- 3.6** It was noted that follow-up requested by USC with respect to the legacy re-admission for a candidate for the MSc in Nursing Practice and Healthcare Practice had been completed and the application had been approved electronically by USC on 23 September 2016 (Item 5.1.1).
- 3.7** It was noted that documentation requested by USC with respect to the legacy re-admission application for a candidate on the BA in Humanities programme had been provided and the application was deemed approved (Item 5.2.2).
- 3.8** It was noted that a legacy re-admission application for a candidate for the MSc in Investment, Treasury and Banking was approved by Chair's action, 3 October 2016.
- 3.9** It was noted that registration information had been provided with respect to a candidate for re-admission to the Professional Diploma in Special and Inclusive Education (Item 5.5.1).

- 3.10** It was noted that registration information had been provided with respect to a candidate for re-admission to the Professional Diploma in Special and Inclusive Education (Item 5.5.2).
- 3.11** The following were noted with respect to the Annual Progress Review (APR) process: feedback had been provided on the updated APR form, a communication had issued to faculties about the process, and the updated form had been published on the website. It was noted too that the possibility of the population of statistics via Guru onto the APR form, would be investigated over the coming year (Item 7).
- 3.12** It was noted that the legacy re-admission form had been updated to include recent contact details of the applicant and had been published on the web (Item 8.3).

B. Faculty issues

4. External examiners for taught programmes

4.1 Nominations

- 4.1.1 Professor Jane Thomas-Oates, University of York
BSc in Analytical Science
Approved
- 4.1.2 Dr John Southern, TCD
BSc in Chemical & Pharmaceutical Sciences
Approved
- 4.1.3 Dr Joseph Clarke, TCD
BAJH (History); MA (History); BRel Ed (History); BA Irish Studies
Approved. It was noted that the average of number of modules to be examined on an annual basis is indicated as 40 on the approval form. USC has requested that the School devise a cycle of examining that does not require the external examiner to examine 40 modules on an annual basis.
- 4.1.4 Professor Barbara Hannigan, TCD
MSc in Integrative Counselling & Psychotherapy
Approved

4.1.5 Professor Tony Dobbins, Bangor University
Modules in DCU Business School
Approved

4.1.6 Dr Sinead Roden, TCD
MSc in Management of Operations
Approved

4.1.7 Dr Mary Shanahan, St. Angela's College
Masters in Religion & Education
Approved

4.2 Changes to duties

4.2.1 Professor Gerard Parr, University of Ulster
BEng in Electronic & Computer Engineering
BEng in Electronic Engineering
BEng in Information & Communication Engineering
Approved

4.2.2 Professor Philip Dine
Modules in the School of Applied Language and Intercultural Studies
Approved

5. Other issues

5.1 Faculty of Humanities and Social Sciences

5.1.1 Legacy readmission request for the MA in International Relations
Approved

5.2 Faculty of Science and Health

5.2.1 External Expert for Periodic Programme Review for BSc in Financial Mathematics and MSc in Financial Mathematics
Approved. It was noted that approval of the external expert was sought from USC as the nominee is not a serving external examiner. It was proposed and agreed that where the nominated external expert for a PPR is an outgoing external examiner then the nomination does not need to be approved by USC and will be noted only.

5.2.2 External examiners for PPR 2016-2017, School of Chemical Sciences
Noted

5.2.3 External examiners for PPR 2016-2017, School of Biotechnology
Noted

5.2.4 External examiner for PPR 2016-2017, School of Nursing & Human Sciences
Noted

5.3 DCU Institute of Education

5.3.1 Programme regulations

The Secretary indicated that twelve programme regulations for the DCU Institute of Education had been placed on the Google drive for USC approval and she anticipated that outstanding programme regulations would follow for review as soon as possible. She requested that Committee members would review the regulations provided on the shared drive by Wednesday 16 November 2016.

C. Other issues (not Faculty-specific)

6. Marks and Standards issues

The Secretary informed the Committee that it was intended to make formatting changes to Marks and Standards with a view to ease of use and she requested members to consider if there were any substantive changes that needed to be made to Marks and Standards 2017-2018 in advance of the next meeting of USC. It was agreed that the aim would be for USC to approve Marks and Standards 2017-2018 for submission to Academic Council for the April 2017 meeting.

7. Approval of amendments to Examination Regulations 2016-2017

The following amendments to Examination Regulations 2016-2017 were approved.

- Removal of references to future incorporation and specific references to linked colleges in the introductory paragraph

- Removal of interim footnotes to accommodate linked colleges in 2015/16 (e.g. footnote 2: MDI Students: your exam number will be your student number)
- Removal of references to “student portal pages” which no longer exist and replaced with reference to DCU website

It was noted that the Examination timetabling principles approved at the USC meeting of 8 September 2016 have been added as Appendix 2 to the Examination Regulations 2016-2017.

8. Summary of PPR activities in 2015-2016 and planned activities for 2016-2017

Noted. It was requested that a 5-year cycle of PPR activities would be collated for information purposes and the secretary undertook to complete this task.

9. Report from Deputy Registrar on requests from Progression and Awards Boards (PABs) for exceptional repeat academic sessions for students 2015-2016 and 2014-2015

It was noted that in 2015-2016, approval requested by the PAB for an exceptional repeat academic session had been granted for one student on the BSc in Computer Applications programme.

It was noted too that in 2014-2015, approval requested by the PAB for an exceptional repeat academic session had been granted for one student on the Accounting and Finance programme.

10. Any other business

The Chair noted that this was Professor Lisa Looney’s last meeting of USC as she was stepping down from her role as Dean of Graduate Studies. He extended his sincere thanks to her for her most valuable contribution to USC.

A vote of thanks was also extended to Professor Deirdre Butler for stepping in as interim Associate Dean of Teaching and Learning for the DCU Institute of Education and for her contribution to USC.

Signed: _____ Date: _____
Chair

Date of next meeting:

Thursday, 12 January 2017 9.30 a.m. in A204
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