

## **UNIVERSITY STANDARDS COMMITTEE**

### **MINUTES**

Thursday 23 February 2017 in A204

9.30 – 11.40 am

**Present:** Mr Billy Kelly (Chair), Mr Jonathan Begg, Dr Greg Foley, Ms. Margaret Irwin-Bannon (Secretary), Dr Garrett McGuinness, Dr Caroline McMullan, Dr Justin Rami, Dr Mark Roantree, Dr Joseph Stokes

**Apologies:** Dr Jennifer Bruen, Dr Eamon Costello, Ms Phylomena McMorrow

The Chair opened the meeting and welcomed Dr Justin Rami to University Standards Committee in his capacity as Associate Dean for Teaching and Learning, DCU Institute of Education. He also extended a welcome to Dr Joseph Stokes to USC in his capacity as Dean of Graduate Studies.

### **SECTION A: MINUTES AND RELATED ISSUES**

#### **1. Adoption of the agenda**

The agenda was adopted, subject to the addition of two items under AOB.

#### **2. Minutes of the meeting of 12 January 2017**

The minutes of the meeting of 12 January 2017 were approved and signed by the Chair.

#### **3. Matters arising from the minutes**

- 3.1** It was noted that the Chair had met with the Interim Dean of DCU Institute of Education to outline the issues which had arisen with respect to derogations and programme regulations. He emphasised the importance of the timely submission of

- the documentation for approval and noted that the absence of the availability of such documentation may have an impact on students (Item 5.2.5).
- 3.2** It was noted that the Chair and Secretary of USC are currently reviewing practice in other institutions with the aim of producing a draft external examiner's manual for the consideration of USC (Item 3.1).
- 3.3** It was noted that the Akari project is ongoing (Item 3.2).
- 3.4** It was noted that a draft document outlining a procedure for rescinding an award in the case of plagiarism for research students is under preparation and will be submitted for the consideration of USC at a future date (Item 3.4).
- 3.5** It was noted that the work to collate the university cycle of PPR activities is ongoing (Item 3.5).
- 3.6** It was noted that an updated version of Marks and Standards would be considered at the 30 March 2017 meeting of USC (Item 6).
- 3.7** It was noted that further information is awaited with respect to the conditional approval of a legacy re-admission to the MEd programme (Item 5.2.3).
- 3.8** It was noted that feedback had been provided to the DCU Institute of Education with respect to the non-approval of a derogation relating to modules ED1018 and ED2015 for the Bachelor of Education (BEd) programme. A revised request is on the agenda of this meeting (Item 5.2.1a).
- 3.9** It was noted that feedback had been provided to the DCU Institute of Education with respect to the non-approval of a derogation relating to module ED8039 for the Professional Master of Education (Primary) PME (P) programme. A related revised request for a derogation for ED8040 is on the agenda of this meeting (Item 5.2.2a).
- 3.10** It was noted that approval of Programme Regulations for the BEd and PME(P) were awaiting consideration of the derogations pertaining to each of these programmes and were on the agenda of this meeting (Item 5.2.5).
- 3.11** It was noted that the minor amendments to the programme regulations for the Master of Teaching and Master of Education programmes had been made and the programme regulations had been published (Item 5.2.5).

- 3.12** It was noted that the following were approved by Chair's Action, 23 January 2017: Derogations for the Bachelor of Education programme (Item 5.2.1b) and the Professional Master of Education (Primary) (Item 5.2.2b) 'Students must pass the Literacy, Teagasc na Gaeilge, Mathematics and Gaeilge components of certain modules'. The approval was granted as assurances had been provided with respect to the local maintenance of the student record and because of the potential impact of a delay to the semester 1 examination results.
- 3.13** It was noted that the nominated external examiner for the School of Human Development was approved by Chair's Action, 23 January 2017 following clarification on the duties assigned to the examiner (Item 4.1.4).
- 3.14** It was noted that the change of duties for the external examiner in the School of Nursing and Human Sciences were approved by Chair's Action, 23 January 2017 following clarification on the duties assigned to the examiner (Item 4.2.1).
- 3.15** It was noted that the change of duties for the external examiner in the School of Theology, Philosophy and Music were approved by Chair's Action, 23 January 2017 following clarification on the duties assigned to the examiner (Item 4.2.3).
- 3.16** It was noted that revised programme regulations for the Professional Diploma in Special and Inclusive Education were approved by Chair's Action and published on 14 February 2017. It was noted too that the revised regulations reflected a correction of information on resit categories, which had previously been agreed with Registry.

## **B. Faculty issues**

### **4. External examiners for taught programmes**

#### **4.1 Nominations**

4.1.1 Dr Rula Al Abdulrazak, University of East London

MINTD

Approved

4.1.2 Professor Jennifer Pedussel, Berlin School of Economics and Law  
BBS in International Finance and MSc in Business Administration

Approved

4.1.3 Dr Lucy Easthope, University of Lincoln  
MSc in Emergency Management  
Approved

4.1.4 Dr Alison Hood, Maynooth University  
Modules on the Bachelor of Religious Education and Music  
Approved

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

4.2.1 Dr Neil Buttimer, UCC  
Modules in Fiontar agus Scoil na Gaelige  
Approved

4.2.2 Professor Pádraig Ó Macháin, UCC  
Modules in Fiontar agus Scoil na Gaelige  
Approved, subject to clarification of the change to duties being requested. It was noted that the title Graduate Diploma in Education should be corrected on the form, to reflect the correct programme title Professional Master of Education.

4.2.3 Dr Jorge Oliveira, UCC  
MSc in Bioprocess Engineering  
Approved

## **5. Other issues**

### **5.1 Institute of Education**

5.1.1 Request for derogation, Bachelor of Education programme (ED1018 and ED2015)

USC considered the resubmitted items (5.1.1 and 5.1.2) at length and consulted the relevant paragraph referenced in the derogation requests from the Initial Teacher Education: Criteria and Guidelines for Programme Providers as follows:

#### *2.8 Reflective Processes*

*Programmes should be mindful of, and challenge as appropriate, the attitudes and beliefs about teaching and learning which student teachers carry with them and which inform and guide their professional practice. Programmes should prepare students to be reflective practitioners throughout their teaching career. This will*

*require the use of tools such as student portfolios and profiling instruments, e.g., career entry development profiles or similar. Student portfolios begun during the teacher education programme should provide the focus for personal and professional development during the newly qualified teacher's induction period. They should further provide the framework for the teacher's ongoing reflection and professional development.*

The derogations as requested were not approved as USC, in considering the Teaching Council Guideline on Reflective Processes as quoted above, was not satisfied that the resubmitted request made a clear case for the derogations to apply to these modules. USC also expressed concern that the request for the derogation represented an over interpretation of the Teaching Council Criteria and Guidelines.

5.1.2 Request for derogation, Professional Master of Education (Primary) (PMEP) (ED8040)

The derogation was not approved. Reasons are as recorded under item 5.1.1 above.

5.1.3 Programme Regulations: Bachelor of Education

The regulations were approved subject to the following changes/clarifications:

- Deletion of the derogation with respect to Teaching Council Guidelines 2.8, Reflective Practices
- Under 3.1: clarification of paragraph 2 as follows: 'A student wishing....must have attained a minimum grade of 40% in that subject in Year 1'. Under Marks and Standards a student should normally achieve 40% to pass, and therefore this information is not normally inserted in a programme regulation, unless it is anticipated that there is a possibility the student might pass the module by compensation. In the case of the year 1 structure, it appears that most of the modules are non-compensatable, as listed under item 4 of the programme regulations.

5.1.4 Programme Regulations: Professional Masters in Education (Primary) (PMEP)

The regulations were approved subject to the following changes:

- Deletion of the derogation with respect to Teaching Council Guidelines 2.8, Reflective Practices
- Deletion of item 1.1 (it is not required as it would be assumed for a 2-year programme that each year has the same value, unless otherwise stated)

- Under item 4 compensation--there is no compensation allowed for postgraduate programmes, therefore it should read 'Marks and Standards apply'.

#### 5.1.5 Programme Regulation: Certificate in Religious Studies (full-time) Approved

It was noted that USC recommends the DCU Institute of Education give consideration to other ways of meeting Teaching Council requirements with respect to the Literacy, Teagasc na Gaeilge, Mathematics and Gaeilge components of certain modules, so that the need for derogations might be obviated.

### 6. Other issues (not Faculty-specific)

#### 6.1 Marks and Standards 2017.1—time frame for approval

The Chair tabled a document noting that the two items proposed, would impact on Marks and Standards, and were for initial consideration and consultation. He requested that the Associate Deans for Teaching and Learning/Education would bring the proposals to their Faculties for discussion.

The discussion points with respect to Marks and Standards were as follows:

- To amend paragraph 1.1.4 '*Graduate Diploma and Graduate Certificate awards exist either as exit awards or as awards without follow-on Master's*'
- To consider amending the classification of taught Master's awards

It was noted that a draft version of Marks and Standards 2017-2018 would be considered at the 30 March 2017 meeting of USC. It was the intention that the final version would be approved at the May meeting of USC and then referred for the approval of Academic Council at its early June meeting.

### 7. **Any other business**

#### 7.1 *Mechanism for amendment to marks following Semester 1*

It was requested that consideration is given to allowing correction of errors to module examination marks following online promulgation of Semester 1 results. It is noted that the current process requires, where an error has been uncovered, that a module co-ordinator holds the marks and corrects them at the June Progression and

Awards Board. However, it has been found that incorrect marks remaining on a student's record from semester 1 can have a detrimental impact on his/her INTRA placement.

7.2 *Follow-up on module categories following Academic Council discussion of 7 December 2016.*

It was noted that the Faculty Administration Peer Group has concerns about the operationalisation of anticipated change to module categories as noted with respect to discussions at the Academic Council meeting of 7 December 2016.

It was noted by the Chair that at the February 2017 meeting of Academic Council, it was clarified that any such proposal had first to be considered and agreed by University Standards Committee. An initial proposal is currently being considered by the Associate Deans for Teaching and Learning and it is confirmed that no changes in this regard will be made to Marks and Standards 2017.

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

Date: \_\_\_\_\_

**Date of next meeting:**

Thursday, 30 March 2017

9.30 a.m. in A204