Technological University Dublin

Academic Council

MINUTES

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MEETING 6   Wednesday 24th June 2020   11 a.m. (Electronic Meeting)

PRESENT: **Electronic Attendance**
David FitzPatrick *(Chairperson)*, Mary Meaney *(Registrar)*, Lee Bennett, Bairbre Brennan, Antonio Cafolla, Ken Carroll, Fionnuala Darby, Dominic Dillane, Ray English, Patricia Ennis, Gerard Farrelly, Sharon Feeney, Bridget Gleeson, Rebecca Gorman, Brian Gormley, Tony Grennan, Assumpta Harvey, Sylvia Healy, Elizabeth Heffernan, Siobhán Killion, Maeve Maguire, Fabian McGrath, Mark McGrath, Tara McKiernan, Fintan Moran, Tom Mulvey, Brian Murray, Brian Murphy, Sue Norton, Isobel O'Reilly, Philip Owende, Joy Quigley, Tara Rooney, Robert Simpson, Daniel Sogaolu, Maureen Walsh, Pierre Yimbog

APOLOGIES: Jennifer Farrell, Hayley Keogh, Noel O'Connor

INVITED: Brian Bowe (Head of Academic Affairs & Assistant Registrar, City Campus)
Larry McNutt (Registrar, Blanchardstown Campus)
Minute Item [06.01.05] Mark Russell (Data Analyst, City Campus)

SECRETARIAT: Yvonne Cooke (TU Dublin Programme Team)

DOCUMENTATION: **Circulated prior to meeting**
1. Agenda – Academic Council Meeting 6 (24th June 2020)
2. Draft Minutes – Academic Council Meeting 5 (13th May 2020)
3. Presentation – Student Enrolments 2014-2020
4. Blanchardstown Academic Board Reports (24th June 2020)
5. City Academic Boards (24th June 2020)
6. Graduate Research School Board Reports (24th June 2020)
7. Tallaght Academic Boards (24th June 2020)
8. Minimum Entry Requirements – Leaving Certificate 2020
9. Academic Council Draft Terms of Reference
10. Updated Principles – Educational Model for TU Dublin
11. Diagram – Strategic Plan Education Model for TU Dublin
12. TU Dublin – Draft Fitness to Practice Policy

REF	ITEM	DECISION
06.01/01	**APOLOGIES**	
	The Chair welcomed members and thanked Brian Bowe and Larry McNutt for joining the meeting. The Chair advised of the electronic meeting protocol and outlined the format for the meeting.	**NOTED**
	The Chair noted members' apologies received for this meeting	**NOTED**
06.01/02	**MEETING AGENDA**	
	The Agenda for the meeting, as had been circulated, was approved and adopted.	**APPROVED**
06.01/03	**APPROVAL OF MINUTES**	
	i) The draft Minutes of the fourth meeting of the Academic Council held on 28th April 2020, as had been circulated, were approved.	**APPROVED**

03.01/04	MATTERS ARISING	
	The following matters were raised and noted.	
	i) **Acknowledgement and Thanks** The Chair, on behalf of Academic Council, formally acknowledged and thanked the student members for their sterling contributions, commitment and support during their time as members of the current and previous Academic Councils and wished them continued success in their future careers. Pierre Yimbog, outgoing Students' Union President, thanked the Chair and also wished to extend his thanks on behalf of his colleagues to the many people they have worked with over the past number of years during their terms as Governing Body members.	**NOTED**
	ii) Academic Council noted correspondence received from Professor M. Devereux in relation to the nomination process for the Academic Council Board and Committees. This concern was supported by a number of members. It was noted this item would be raised under the Agenda Item *[06.01.08(b)]* Academic Council Committees.	**NOTED**
	iii) Academic Council requested that a draft flow chart to be presented to the next meeting.	**NOTED**
	iv) Academic Council noted that an update from the University-wide working group on alternative first year programme offering for September 2020 is to be presented to the next Academic Council by L. McNutt.	**NOTED**
	v) Academic Council noted that the approved minutes from Academic Council were disseminated through the three Principals.	**NOTED**
	vi) Academic Council noted that work is ongoing by a number of groups in relation to scenario-planning for the new academic year. This will be a blended learning model to be communicated to staff and students when a clearer approach has been agreed across all programmes.	**NOTED**
06.01/05	**STUDENT ENROLMENT DATA 2014-2010**	
	The Chair invited Mark Russell to present the student enrolment data 2014-2020. The data presented came from the University's annual Student Record System (SRS) that is returned to the HEA in March each year. The period covered is from 2013/14 to the latest return for 2019/20. It included national data sourced from HEA statistics website for context. Data on enrolments was presented by field of study.	**NOTED**
	Academic Council noted a number of areas including the split of full-time and part-time students, the size of the University in comparison to its cohorts, enrolment trends in level 6, 7, 8 and 9 programmes and the apprenticeship sector. It was noted that, while undergraduate enrolment is predominately full-time, it is the opposite for the postgraduate enrolments. Academic Council noted that the education model and key offerings need to be developed to resonate across a broad range of interests, to be more flexible and agile and to attract a different cohort of students from industry as potential non-traditional PhD students. Academic Council also noted challenges in relation to funding which have been raised at national level and in various fora by the President.	**NOTED**
	The Chair thanked Mark for his presentation and members for their comments and observations which this item had raised.	**NOTED**
06.01/06	**OPERATIONAL REPORTS**	
	The Chair updated members on the following reports:	
	1. **Blanchardstown Academic Board Report** i) The meeting noted items in the Summary Report and support Documentation. ii) The meeting approved items in the Summary Report and support documentation. iii) The meeting approved the recommendation of the examination results and awards from the Blanchardstown Academic Board.	**NOTED** **APPROVED** **APPROVED**

	2. City Academic Boards Reports	
	i) The meeting noted items in the Summary Report and support documentation.	**NOTED**
	ii) The meeting approved items in the Summary Report and support documentation which included the report of the Validation Panel for the BSc (Hons) in Sustainable Timber Technology	**APPROVED**
	iii) The meeting approved the recommendation of the examination results and awards from the City Academic Boards.	**APPROVED**
	3. Graduation Research Board Report	
	i) The meeting noted items in the Summary Report and support documentation.	**NOTED**
	ii) The meeting approved items in the Summary Report and support documentation.	**APPROVED**
	iii) The meeting approved a posthumous award.	**APPROVED**
	iv) The meeting approved the recommendation of the examination results and awards from the Graduation Research Board.	**APPROVED**
	4. Tallaght Academic Report	
	i) The meeting noted items in the Summary Report and support documentation.	**NOTED**
	ii) The meeting approved items in the Summary Report and support documentation	**APPROVED**
	iii) The meeting approved the recommendation of the examination results and awards from the Tallaght Academic Report.	**APPROVED**
	Academic Council noted, dated and signed the above documentation to be submitted as appropriate for record purposes. Minor technical amendments were noted and are to be included in resubmitted documentation for record purposes.	**NOTED**
	The Chair thanked staff for meeting the challenges and completing examination boards within the normal timeframe.	
	In response to a query raised in relation to current status on the programme module catalogue, Academic Council noted this project is now a multi-faceted University-wide project.	**NOTED**
06.01/07	**COVID-19 IMPACT UPDATE**	
	i) Graduation Ceremonies 2020 Academic Council noted the briefing from Ken Carroll, Chair of the Graduation Group and agreed to the recommendation that the 2020 Graduation Ceremonies are to take place virtually. It was agreed that a proposed celebration ceremony for these University graduates may be held in early 2021, subject to Covid-19 restrictions.	**AGREED**
	The graduation ceremonies were planned to take place the week commencing 23rd November 2020. The Group examined the possibility of holding them during review week to facilitate staff availability. However, it was noted that the event is dependent on a number of components which are not possible to move. Academic Council noted concerns raised regarding challenging timelines which have been set in order to enable some postgraduate students graduate at these ceremonies.	**NOTED**
	i) Minimum Entry Requirements (Leaving Certificate 2020) Academic Council approved the recommendation that students who have applied for a calculated grade in a subject(s) in the Leaving Certificate 2020 with a view to satisfying University minimum entry requirements and for whom the Executive Office for Calculated Grades has been unable to award a Calculated Grade in the subject(s), be granted an exemption in the subject(s) solely for that purpose. The subject(s) will not attract points and the exemption(s) cannot be used to satisfy additional programme requirements over and above the minimum entry requirements.	**APPROVED**
	Academic Council agreed that the Chair of Academic Council be empowered to make minor amendments if necessary as in similar circumstances to above, with a report on any actions taken to be submitted to the subsequent meeting of Academic Council.	**AGREED**

06.01/08	ACADEMIC COUNCIL COMMITTEES	
	a) **Academic Council Draft Terms of Reference** Academic Council approved the draft Terms of Reference subject to a number of proposed amendments. Academic Council noted the approved document incorporating the agreed amendments is to be circulated to members. It was also noted that these Terms of Reference were working documents and subject to review and amendments as appropriate as determined by Academic Council or to comply with any amendments to the TU Act 2018.	**APPROVED** **NOTED**
	b) **Membership Composition UPB/ARPPOC/AQAEC** Extensive discussion took place around connectivity, gender-balance and broad University representation composed in the membership of Academic Council's Committees (UPB/ARPPOC/AQAEC). Academic Council agreed that nominees in the categories prescribed by the Terms of References for these committees from each Academic Board and the Graduate Research School Board are to be processed through the Chair of each Academic Board whilst taking gender-balance into consideration. Academic Council noted that similar nomination processes are to be followed in relation to the remaining categories, with proposed membership composition to be presented at the next meeting of Academic Council.	**AGREED** **NOTED**
06.01/09	EDUCATION MODEL	
	i) **Updated Proposed Principles – TU Dublin Education Model** Academic Council noted the revised working document, *'An Education Model for TU Dublin',* outlining ten proposed principles.	**NOTED**
	ii) **Strategic Plan - Education Model/Related Activities Diagram** Academic Council noted this draft document as an initial attempt to capture and collate work taking place throughout the University by a number of different groups that will feed into the development of the new educational model. Academic Council noted that a virtual 'Festival of Learning' is being planned for the beginning of September which aims to identify these groups and enable them to highlight their work.	**NOTED**
06.01/10	TU DUBLIN DRAFT FITNESS TO PRACTICE POLICY	
	Academic Council noted that the draft Fitness to Practice Policy is linked to requirements by a number of regulatory bodies such as CORU and particularly relates students on work placement. Academic Council noted that this draft document was based on similar approaches adopted by other universities and was a sister-document to the Fitness to Study policy. Following discussion, it was agreed that this draft is to be reviewed in conjunction with the Fitness to Study Policy to ensure consistency of approach and that all students are covered with a specific demand for healthcare. It was agreed that both documents will be brought back to Academic Council for review following completion of this work.	**NOTED** **AGREED**
06.01/11	ANY OTHER BUSINESS	
	The following matters were raised: **i)** **Acknowledgement and Thanks** The Chair thanked the student representatives again and acknowledged their engagement and contribution to Academic Council over the last six meetings.	**NOTED**
06.01/12	NEXT MEETING	
	The next meeting of Academic Council is scheduled to take place on **Wednesday, 23rd September 2020 at 11.00am**.	**NOTED**

SIGNED _____   DATE: 23RD SEPTEMBER 2020

Professor David FitzPatrick
President
CHAIRPERSON