

# ACADEMIC COUNCIL

## MINUTES

**Meeting 21:** 11.00am on Wednesday 26<sup>th</sup> April 2023 via Microsoft Teams and in Room BD034, Doras building, Blanchardstown

**Present:** David FitzPatrick (Chairperson), Mary Meaney (Registrar), Zeinab Badri, Brian Bowe, Catriona Barrett, Kevin Byrne, Ruth Casey, Gary Clynch, Michael Collins, Joe Condon, Anna Cruickshank, Ann Curran, James Curtin, James Curry, Amanda Dixon, Clare Erikson, Adrienne Fleming, Anthony Grennan, Chris Hills, Amit Jaiswal, Brian Jordan, Allison Kavanagh, Ian Kelly, Con Kennedy, Aidan Kenny, Gemma Kinsella, Eoin Langan, Mary Lennon, Tania Malik, Jen Manning, Orla McDonagh, Mark McGrath, Tim Mc Nulty, Pilar Molina, Mairead Murphy, Helen O'Brien Gately, Rachel O'Connor, Chris O'Ralaigh, Pramod Pathak, Jessica Perez, Mary Scally, Thomas Stone, Nikolaos Valantasis Kanellos, Claire Wynne

**Apologies:** Saoirse Daly, Dominic Dillane, John Doran, Jennifer Farrell, Brendan Jennings, Bob O'Mhurcu,

**Absent:** Will Peters

**In attendance:** Bronagh Lowe, Elaine Keegan, Susan Califf, Ken Carroll (for item 21/5)

**Documents circulated:**

<b>Agenda</b>	
<b>Item 2</b>	Draft Minutes of meeting held on 21/02/23
<b>Item 5</b>	Student Record Management System – Presentation
<b>Item 6</b>	Risk Management Committee Terms of Reference
<b>Item 6(b)</b>	Student Academic Excellence Awards Process (final version)
<b>Item 8</b>	Exam results/Ratification of Awards
	(i) Faculty of Arts and Humanities
	(ii) Faculty of Business
<b>Item 10</b>	Academic Calendar 2023/2024

Ref	Item	Action (including Action Owner & Timeline)
21/1	<b>Apologies</b> Apologies were recorded.	<b>NOTED</b>
21/2	<b>Agenda</b> The agenda was approved as circulated.	<b>APPROVED</b>
21/3	<b>Draft minutes of previous meeting</b> Draft minutes of the meeting held on 21 <sup>st</sup> February 2023 were approved.	<b>APPROVED</b>
21/4	<b>Matters arising</b>	
	(a) <b>Minute 20/11 - Honorary Awards Process</b> It was noted that feedback to the Honorary Awards Process documentation is under consideration and that revised documentation will be brought forward to the next meeting on 28 <sup>th</sup> June.	<b>NOTED</b>
21/5	<b>Student Record Management System – Presentation</b> K. Carroll outlined a presentation in relation to the above.	<b>NOTED</b>

	<p>A short Question-and-Answer session followed the presentation.</p> <p>The Chairperson thanked Dr Carroll, and the Student Experience Transformation Programme Team, for their ongoing work.</p>	
21/6	<p><b>Risk Management Committee Academic Council Representative</b> Academic Council noted the terms of reference of the Risk Management Committee.</p> <p>It was noted that the terms of reference require one representative of Academic Council and in this regard members were requested to convey their interest in participating in the Committee to <a href="mailto:Bronagh.lowe@tudublin.ie">Bronagh.lowe@tudublin.ie</a> within one week.</p>	<p><b>NOTED</b></p> <p><b>MEMBERS TO SELF-NOMINATE TO PARTICIPATE IN COMMITTEE BY WED 3<sup>RD</sup> MAY 2023</b></p>
21/7	<p><b>Academic Council and its Committees</b></p> <p>(a) <b>Approved Minutes</b> Academic Council noted the following approved minutes of its Sub Committees:</p> <p>(i) University Programmes Board (13/12/22): <a href="https://www.tudublin.ie/intranet/academic-council/university-programmes-board/">https://www.tudublin.ie/intranet/academic-council/university-programmes-board/</a></p> <p>(ii) Academic Quality Assurance &amp; Enhancement Committee (29/11/22): <a href="https://www.tudublin.ie/intranet/academic-council/aqaec/">https://www.tudublin.ie/intranet/academic-council/aqaec/</a></p> <p>(b) <b>Revised Policy for noting</b></p> <p>(i) <b>Academic Regulations, Policies and Procedures Oversight Committee</b> Academic Council noted the following document which has been revised to incorporate feedback received at a previous meeting of Academic Council:</p> <ul style="list-style-type: none"> <li><b>Student Academic Excellence Awards Process (final version)</b></li> </ul> <p>It was noted that the process will be implemented from the 2022/2023 assessment session and will be reviewed next year.</p>	<p><b>NOTED</b></p> <p><b>NOTED</b></p> <p><b>NOTED</b></p> <p><b>IMMEDIATE IMPLEMENTATION</b></p>
21/8	<p><b>Ratification of Awards - Approved by Chair's action</b> Academic Council noted awards approved by Chair's action as follows:</p> <p>(i) <b>Faculty of Arts and Humanities</b> (ii) <b>Faculty of Business</b></p> <p>It was suggested that in order to remove any time pressures for approval of awards a rationalization exercise should be undertaken to provide clarity in relation to awards conferred at the Autumn and Spring Conferral Ceremonies.</p> <p>In this context it was suggested that only those Students who successfully complete their assessments in May/June should be included in the Autumn Conferral Ceremony.</p>	<p><b>NOTED/RATIFIED</b></p> <p><b>NOTED</b></p>
21/9	<p><b>Student Numbers 2023/24</b> The Registrar outlined a presentation in relation to CAO numbers for 2023/24.</p> <p>A discussion took place in relation to the data which is based on figures as of 31<sup>st</sup> March 2023. It was noted that the University has experienced an overall decline in student numbers over the past 3 years.</p> <p>It was suggested that the high number of similar programmes offered by the University may be competing against each other for applicants. The importance of</p>	<p><b>NOTED</b></p>

	<p>attracting applicants into the right programme and ensuring that students are retained and supported throughout their programme of study was emphasized.</p> <p>It was considered that a balance needs to be struck in relation to the programmes that we offer, how they are delivered and how they are promoted.</p>	
21/10	<p><b>Academic Calendar 2023/2024</b>          Academic Council noted the Academic Calendar 2023/2024 which has been revised to incorporate feedback received at the last meeting.</p> <p>It was noted that appropriate consultation has taken place with the social partners.</p> <p>It was also noted that the revised calendar, including a shortened version of the calendar outlining key dates for students, are available on the website at <a href="https://www.tudublin.ie/explore/university-calendar/">https://www.tudublin.ie/explore/university-calendar/</a></p>	<i>NOTED</i>
21/11	<p><b>Any other business</b></p> <p>(a) <b>Policies for approval at next meeting</b>          B. Bowe informed the meeting that a high number of policy documents will be brought forward to the next meeting.</p> <p>In order to allow sufficient time for members to fully consider the draft policies the draft documents will be made available at Academic Council's Teams site as soon as possible following their approval by the relevant Sub Committee.</p> <p>(b) <b>Attendance at next meeting of Academic Council</b>          The Chairperson encouraged members to attend the next meeting in-person, where possible.</p>	<p><i>NOTED</i></p> <p><i>NOTED</i></p>
	<p><b><u>Date of next meeting: 11.00am on Wednesday 28<sup>th</sup> June 2023</u></b>  <b><u>Venue is Room 5050, Aungier st.</u></b></p>	

SIGNED

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 Professor David FitzPatrick  
 President  
 CHAIRPERSON

DATE: 28<sup>TH</sup> JUNE 2023