

# ACADEMIC COUNCIL

## MINUTES

**Meeting 24:** 11.00am on Wednesday 6<sup>th</sup> December 2023 via Microsoft Teams and in Room 5050 Aungier St

**Present:** David FitzPatrick (Chairperson), Zeinab Badri, Sheran Bahadir, Brian Bowe, Catriona Barrett, Kevin Byrne, Ruth Casey, Michael Collins, Ann Curran, James Curtin, Dominic Dillane, Amanda Dixon, John Doran, Clare Eriksson, Jennifer Farrell, Adrienne Fleming, Chris Hills, Amit Jaiswal, Brian Jordan, Allison Kavanagh, Con Kennedy, Gemma Kinsella, Eoin Langan, Tania Malik, Jen Manning, Peter Mc Cann, Orla McDonagh, Mark McGrath, Mary Meaney, Pilar Molina, Helen O'Brien Gately, Rachel O'Connor, Chris O'Ralaigh, Pramod Pathak, Will Peters, Mary Scally, Nikolaos Valantasis Kanellos, Claire Wynne

**Apologies:** Gary Clynych, Liam Cosgrove, Anna Cruickshank, Anthony Grennan, Aidan Kenny, Mary Lennon, Tim Mc Nulty, Mairead Murphy, Shauna O'Toole

**Absent:** Joe Condon, Brendan Jennings, Bob O'Mhurcu, Thomas Stone

**In attendance:** Bronagh Lowe, Emilie Champenois

**Documents circulated:**

<b>Agenda</b>	
<b>Item 2</b>	Draft Minutes of meeting held on 04/10/23
<b>Item 5</b>	Action Fundamental – Towards a Streamlined Module Portfolio for TU Dublin
<b>Item 6</b>	(a) Awards approved by Chair's Action: Graduate Research School Board
	(b) Ratification of Awards: Faculty of Engineering and Built Environment Graduate Research School Board Faculty of Arts and Humanities
<b>Item 7</b>	A Level - Leaving Certificate Recommendations (2 documents)
<b>Item 9</b>	Current University Academic Working Groups
<b>Item 10</b>	Draft Academic Calendar 2024/2025 and Feedback received

Ref	Item	Action (including Action Owner & Timeline)
24/1	<b>Apologies</b> Apologies were recorded.	<b>NOTED</b>
24/2	<b>Agenda</b> The agenda was approved as circulated.	<b>APPROVED</b>
24/3	<b>Draft minutes of previous meeting</b> Draft minutes of the meeting held on 4 <sup>th</sup> October 2023 were approved.	<b>APPROVED</b>
24/4	<b>Matters arising</b> (a) <b>Minute 23/4(b) - Financial standing of University</b> It was noted that the University is working with the HEA with a view to progressing the University's return to a positive financial position and that a date for completion of this process is undetermined.	<b>NOTED</b>

**(b) Minute 23/9 - CAO Intake 2023**

In response to a query in relation to data on student enrolment numbers it was agreed that the twice-yearly Census reports should be brought forward to Academic Council for noting.

**NOTED**

To allow time for processing the data it was suggested that the Census reports could be brought forward to the Academic Council meetings in February and June of each year.

**(c) Minute 23/7(a)(i) – Approved Minutes of Academic Council’s University Programmes Board (16/05/23):**

An Academic Council member raised a concern in relation to the approval process for the Programme Proposal Forms and Validation Reports by UPB in relation to two programmes which will be delivered by an external linked provider. The member expressed the view that Academic Council should have a role in the approval process.

**NOTED**

It was noted that the University carried out a comprehensive and rigorous process to develop its academic governance structures. The process was overseen by Academic Council had full consultation with all stakeholders. Through that process, Academic Council delegated the responsibility for the approval of Programme Proposal Forms and Programme Validation Reports to the University Programmes Board. When documents are brought forward to any Academic Council Sub Committee, all members, including the Faculty representatives have opportunity to contribute to discussions and inform any decisions that result from those discussions.

It was also noted that the Programme Proposal form and Validation Report for the two programmes were approved in accordance with the agreed Quality Framework procedures and Academic Governance.

The member raised a concern that the Programme Proposal form which was approved by UPB was unsigned by the Head of School. The Head of Academic Affairs confirmed that when unsigned proposal documents are tabled at UPB, approval is subject to confirmation that the relevant parties support the proposal. Moving forward unsigned documents will not be tabled at UPB.

The member raised queries regarding whether the external linked provider was subject to a procurement process. The Head of Academic Affairs confirmed that procurement is not necessary in the linked and collaborative provisions processes.

The member also asked whether the University has QA processes for discontinuing a programme and whether pausing programmes requires Academic Council approval. The Registrar confirmed that the operational process for discontinuing does not require Academic Council approval.

**24/5****University Education Model**

Academic Council noted the *Action Fundamental – Towards a Streamlined Module Portfolio for TU Dublin* which was tabled by Senior Academic Leadership Team (SALT), as outlined by the Registrar.

**NOTED**

It was noted that the purpose of streamlining the module portfolio is to minimise academic module duplication across the University, combine modules with similar learning outcomes, and enhance the overall impact of the University’s teaching and learning.

Academic Council noted the set of principles to guide the process and which are centred around module level Discipline Boards.

	<p>Academic Council was supportive of the document and there was some discussion in relation to the principles and challenges involved in implementation of the process. It was suggested that the timelines outlined are unrealistic and should be revised.</p> <p>It was agreed that the feedback should be taken into consideration and that a revised document should be brought forward to the next meeting of Academic Council for approval.</p> <p>It was suggested that an update in relation to the Workload Model project should be brought forward to a future meeting of Academic Council.</p>	<p><b>BRING FORWARD REVISED DOCUMENT TO NEXT MEETING</b></p> <p><b>WORKLOAD MODEL PROJECT UPDATE TO BE INCLUDED ON FUTURE AGENDA</b></p>
24/6	<p><b>Awards</b></p> <p>(a) <b>Awards approved by Chair's Action</b></p> <p>(i) Graduate Research School Board</p> <p>(b) <b>Ratification of Awards</b> Academic Council ratified the awards submitted as follows:</p> <p>(i) Faculty of Engineering and Built Environment</p> <p>(ii) Graduate Research School Board</p> <p>(iii) Faculty of Arts and Humanities</p>	<p><b>NOTED</b></p> <p><b>RATIFIED</b></p>
24/7	<p><b>A Level - Leaving Certificate Recommendations</b></p> <p>Academic Council noted the Report of Universities Ireland's Working Group in relation to Leaving Certificate – A Level Equivalencies. The Minutes of Universities Ireland Council meeting on 7 November 2023 were also noted.</p> <p>It was noted that the Working Group was tasked with making recommendations on the points equivalencies used for A Levels and the Leaving Certificate to redress an imbalance for A Level Applicants to CAO programmes.</p> <p>It was noted that the current system requires A level students to have four A levels, one of which must be Mathematics, to make it possible to achieve maximum points and that the revised Equivalencies would mean that it will be easier for students from the North to access education in the South.</p> <p>Following discussion Academic Council adopted the proposed revised Leaving Certificate – A Level Equivalencies as outlined in Table 2 of the document.</p> <p>It was agreed that the University's adoption of the proposed Equivalencies should be forwarded to Universities Ireland at the earliest opportunity.</p> <p>It was noted that it may be possible for CAO to implement the revised Equivalencies for 2024/25 intake but that this is dependent on their timely adoption by individual Universities across the state.</p>	<p><b>NOTED</b></p> <p><b>NOTED</b></p> <p><b>PROPOSED REVISED EQUIVALENCIES ADOPTED</b></p>
24/8	<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 University Programmes Board (27/06/23): <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(26/09/23): <a href="https://www.tudublin.ie/intranet/academic-council/aqaec/">https://www.tudublin.ie/intranet/academic-council/aqaec/</a></p> <p>(iii) Student Experience Committee (02/10/23)</p>	<p><b>NOTED</b></p> <p><b>NOTED</b></p> <p><b>NOTED</b></p>

	<a href="https://www.tudublin.ie/intranet/academic-council/student-experience-committee/">https://www.tudublin.ie/intranet/academic-council/student-experience-committee/</a>	
<b>24/9</b>	<p><b>Current University Academic Working Groups</b>          Academic Council noted the Current University Academic Working Groups, as outlined by B. Bowe.</p> <p>It was noted that there are currently 8 Working Groups each reporting to Academic Council or one of the four Sub-Committees.</p> <p>It was also noted that the Academic Affairs website/intranet, which is currently under development, will provide up-to-date information on the Working Groups.</p> <p>It was noted that the membership of the various Working Groups includes a wide representation of staff from across the University.</p>	<b>NOTED</b>
<b>24/10</b>	<p><b>Draft Academic Calendar 2024/2025 and Feedback</b>          Academic Council approved, in principle, the draft Academic Calendar 2024/2025 and noted the feedback received.</p> <p>It was noted that based on the feedback received the Calendar has been revised to move Semester 2 Review week to Week 13.</p> <p>There was some discussion in relation to the options in relation to the date of Spring Graduation, the late Spring break in 2025 and date of Semester 2 Review week, the date of the Winter break and of the tight timeframe for supplemental assessments and Assessment Boards.</p> <p>It was noted that many of the issues raised in relation to the Calendar are recurring without resolution or consensus on the best approach by Academic Council. It was suggested that lack of progress to address the issues cast doubt on our ability to be a flexible University that can make changes where required.</p> <p>As per the approved process for agreeing the calendar further and final feedback from all stakeholders is requested to be submitted by end of January 2024. A final draft academic calendar will be brought forward to the next meeting on 24 February for approval, followed by website publishing.</p>	<b>ACADEMIC CALENDAR APPROVED IN PRINCIPLE &amp; FEEDBACK NOTED</b>
<b>24/11</b>	<p><b>Any other business</b>          None.</p>	
	<b>Date of next meeting – 11am on Wednesday 28 February 2024</b>	

SIGNED

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**Professor David FitzPatrick**  
**President**  
**CHAIRPERSON**

DATE: 28<sup>TH</sup> FEBRUARY 2024