

ACADEMIC COUNCIL

MINUTES

Meeting 23: 11.00am on Wednesday 4th October 2023 *via Microsoft Teams and in Room 5050 Aungier St*

Present: David FitzPatrick (Chairperson), Zeinab Badri, Brian Bowe, Catriona Barrett, Kevin Byrne, Ruth Casey, Michael Collins, Liam Cosgrove, Ann Curran, James Curtin, Dominic Dillane, Amanda Dixon, John Doran, Jennifer Farrell, Adrienne Fleming, Anthony Grennan, Chris Hills, Brendan Jennings, Allison Kavanagh, Con Kennedy, Aidan Kenny, Gemma Kinsella, Eoin Langan, Mary Lennon, Tania Malik, Jen Manning, Peter Mc Cann, Orla McDonagh, Mark McGrath, Tim Mc Nulty, Mary Meaney, Pilar Molina, Mairead Murphy, Helen O'Brien Gately, Rachel O'Connor, Bob O'Mhurcu, Chris O'Ralaigh, Shauna O'Toole, Pramod Pathak, Will Peters, Mary Scally, Nikolaos Valantasis Kanellos, Claire Wynne

Apologies: Sheran Bahadir, Gary Clynch, Anna Cruickshank, Amit Jaiswal, Brian Jordan, Thomas Stone

Absent: Joe Condon, Clare Eriksson

In attendance: Bronagh Lowe, Eilish Faulkner

Documents circulated:	Agenda	
	Item 2	Draft Minutes of meeting held on 28/06/23
	Item 4	(i) Exit Awards Policy (ii) Assessment Regulations (Part 1) (iii) External Examiner Policy (iv) Student Academic Complaint Procedure (v) Collaborative Provision (Types 2-8) (vi) Digital Education Policy (vii) TU Dublin Graduate Attributes
	Item 5	Draft Equality Statement 2023-2028 (including email)
	Item 6	(a) Ratification of Awards (i) Graduate Research School Board (ii) Faculty of Arts and Humanities (iii) Faculty of Business (iv) Faculty of Computing, Digital and Data (v) Faculty of Sciences and Health (vi) Faculty of Engineering and Built Environment (b) Student Academic Excellence Awards (i) Faculty of Arts and Humanities (ii) Faculty of Business (iii) Faculty of Computing, Digital and Data (iv) Faculty of Sciences and Health (v) Faculty of Engineering and Built Environment
	Item 7(a)	Academic Council and its Committees Student Union Representatives 2023/2024
	Item 8	Draft Academic Calendar 2024/2025 Academic Calendar Approval document

Ref	Item	Action (including Action Owner & Timeline)
23/1	Apologies Apologies were recorded.	NOTED
23/2	Agenda The agenda was approved as circulated.	APPROVED

23/3	<p>Draft minutes of previous meeting Draft minutes of the meeting held on 28th June 2023 were approved.</p>	APPROVED
23/4	<p>Matters arising</p> <p>(a) Approved Policies – final versions for noting Academic Council noted the following documents which were approved at the last meeting and revised to reflect feedback received at that meeting (noting that Assessment Regulations (Part 1) – Honorary Awards was not approved):</p> <ul style="list-style-type: none"> (i) Exit Awards Policy (ii) Assessment Regulations (Part 1) (iii) External Examiner Policy (iv) Student Academic Complaint Procedure (v) Collaborative Provision (Types 2-8) (vi) Digital Education Policy (vii) TU Dublin Graduate Attributes <p>(b) Financial standing of University An Academic Council member raised the issue of the financial standing of the University. The Chair responded by outlining the current status and saying that a review of the University's financial position was currently underway and a report would be issued in due course.</p>	<p>NOTED FINAL VERSIONS OF DOCUMENTS</p> <p>NOTED</p>
23/5	<p>Equality Statement 2023-2028 Academic Council noted the communication from Prof Y. Galligan, Director Equality, Diversity and Inclusion, and the draft Equality Statement 2023-2028 and extract from the Higher Education Authority Act 2022 relevant to this Statement.</p> <p>It was noted that the Universities Act 2020 makes provision for an institutional Equality Statement and identifies the Academic Council as a group to be consulted in drafting this statement. In this context members were requested to submit their feedback to Prof Galligan.</p>	<p>NOTED</p> <p>MEMBERS TO SUBMIT FEEDBACK TO Y. GALLIGAN</p>
23/6	<p>Awards</p> <p>(a) Ratification of Awards Academic Council ratified the awards submitted as follows:</p> <ul style="list-style-type: none"> (i) Graduate Research School Board (ii) Faculty of Arts and Humanities (iii) Faculty of Business (iv) Faculty of Computing, Digital and Data (v) Faculty of Sciences and Health (vi) Faculty of Engineering and Built Environment <p>Following discussion in relation to late receipt of the required data from the Examinations Office in respect of Tallaght and Blanchardstown exit awards it was agreed that processes should be reviewed to ensure that data is processed with minimal manual intervention and as efficiently and consistently as possible pending the move to a unified format across the University.</p> <p>(b) Student Academic Excellence Awards Academic Council approved Student Academic Excellence Awards submitted as follows:</p> <ul style="list-style-type: none"> (i) Faculty of Arts and Humanities (ii) Faculty of Business (iii) Faculty of Computing, Digital and Data (iv) Faculty of Sciences and Health (v) Faculty of Engineering and Built Environment 	<p>RATIFIED</p> <p>AGREED</p> <p>APPROVED</p>

	<p>It was agreed that henceforth Student Numbers should replace Students names in Faculty Student Academic Excellence Awards submissions to Academic Council.</p> <p>It was noted that the current Student Academic Excellence award process assumes that average percentage marks will be readily available and does not take into account GPA scores. This will be amended by Academic Affairs before the process is applied again next year.</p>	<p>AGREED</p> <p>NOTED</p>
23/7	<p>Academic Council and its Committees</p> <p>(a) Academic Council and its Committees Student Union Representatives 2023/2024 Academic Council noted the Student Union representatives on Academic Council for 2023/2024 and approved the Student Union Representatives on Academic Council Sub Committees for 2023/2024.</p> <p>(a) Approved Minutes Academic Council noted the following approved minutes of its Sub Committees:</p> <p>(i) University Programmes Board (16/05/23): https://www.tudublin.ie/intranet/academic-council/university-programmes-board/</p> <p>An Academic Council member noted that the University Programmes Board had approved two programmes which will be delivered by an external linked provider - Diploma in International Foundation Studies (NFQ Level 6 and NFQ Level 8).</p> <p>The member raised concerns in relation to the University accrediting these programmes, which in the member's view are in direct competition with TU Dublin International Foundation programme.</p> <p>(ii) Academic Quality Assurance & Enhancement Committee (09/05/23 and 23/06/23): https://www.tudublin.ie/intranet/academic-council/aqaec/</p> <p>(iii) Academic Regulations, Policies and Procedures Oversight Committee (02/05/23): https://www.tudublin.ie/intranet/academic-council/arppoc/</p>	<p>NOTED</p> <p>APPROVED</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED</p> <p>NOTED</p>
23/8	<p>Draft Academic Calendar 2024/2025 Academic Council noted the draft Academic Calendar 2024/2025 and the updated <i>Process for Agreeing the Academic Calendar for TU Dublin</i>.</p> <p>It was noted that the latter document outlines an updated process for implementation from October 2023, which has been revised for clarity, and is based on discussions held with the social partners, Head of Academic Affairs and Human Resources.</p> <p>There was some discussion in relation to challenging aspects of the semester 2 calendar including the date of Spring break and Review week.</p> <p>It was noted that as per the updated process following agreement by the social partners and incorporating the feedback received from the stakeholders, a revised Academic Calendar 2024/25 will be brought forward to the next meeting on 6th December for approval, in principle.</p>	<p>NOTED</p> <p>REVISED CALENDAR TO BE BROUGHT BACK TO NEXT MEETING FOR APPROVAL IN PRINCIPLE</p>

23/9	<p>CAO Intake 2023 The Registrar outlined a presentation in relation to CAO intake 2023.</p> <p>There was some discussion in relation to the data regarding a number of discontinued programmes, decreased retention rates and the possibility of broader entry routes as a way to increase student intake numbers.</p> <p>A number of concerns in relation to specific programmes that were discontinued were raised and discussed.</p> <p>It was considered that efforts are required to resolve issues with a view to ensuring that our programme offering aligns with market needs but that overall the data is positive.</p>	NOTED
23/10	<p>Any other business</p> <p>(a) Fire Alarm during Examination and Assessment Regulations It was noted that a fire alarm evacuation took place recently during an examination sitting in Central Quad, Grangegorman. A concern was raised that students sitting the examinations were treated differently depending on where they were registered. It was noted City Campus General Assessment Regulations requires that all examinations should be re-taken.</p> <p>It was suggested that the unified Assessment Regulations should ensure that a pragmatic approach can be taken in such circumstances to ensure that students are dealt with in as fair a manner as possible.</p>	NOTED
	<p><u>Date of next meeting: 11am on Wednesday 6 December 2023</u></p>	

SIGNED

Professor David FitzPatrick
President
CHAIRPERSON

DATE: 6TH DECEMBER 2023