

ACADEMIC COUNCIL

MINUTES

Meeting 17: 11.30am on Wednesday 22nd June 2022 *via Microsoft Teams and in the Linc Building, Blanchardstown*

Present: David FitzPatrick (Chairperson), Mary Meaney (Registrar), Brian Bowe, Bairbre Brennan, Antonio Cafolla, Ken Carroll, James Curtin, Dominic Dillane, Fionnuala Darby, Patricia Ennis, Jennifer Farrell, Gerard Farrelly, Seán Farrelly, Bridget Gleeson, Brian Gormley, Anthony Grennan, Assumpta Harvey, Sylvia Healy, Elizabeth Heffernan, Hamza Jamaa, Brendan Jennings, Eoin Langan, Maev Maguire, Pramod Pathak, Orla McDonagh, Fabian McGrath, Mark McGrath, Tara McKiernan, Fintan Moran, Tom Mulvey, Brian Murphy, Sue Norton, Isobel O'Reilly, Philip Owende, Tara Rooney, Mary Scally, Maureen Walsh

Apologies: Ray English, Sharon Feeney, Mark O'Donnell, Stephen Sheridan

Secretariat: Bronagh Lowe

Documents circulated:

Agenda	
Item 2	Draft Minutes of meeting held on 06/04/22
Item 4(a)	Academic Calendar 2022/2023
Item 4 (b)	Academic Calendar Working Group – Draft Terms of Reference
Item 5	Educational Model - Brief from the University Executive Team (UET)
Item 6	Examination Results/Awards
Item 7(a)	Academic Council Review Working Group Summary Report
	Proposed new Academic Council Terms of Reference
	Proposed new University Programmes Board Terms of Reference
	Proposed new Academic Quality Assurance & Enhancement Committee Terms of Reference
	Proposed new Academic Regulations, Policies & Procedures Oversight Committee Terms of Reference
	Student Experience Committee Terms of Reference
	Faculty Board Terms of Reference
	Types of Membership & Decision Making at Committee/Boards Meetings
Item 7(c)	Revised Graduate Research Regulations (1 st edition)
	Summary of amendments to Regulations
	Research Programme – Review Report
	Response to Review Report
	Research Programme Development Plan
Item 7(d)	Access, Transfer & Progression Policy (Draft)
	Joint, Multiple and Dual Awards Policy (Draft)
	Recognition of Prior Learning Policy (Draft)
	University Award Framework and Nomenclature Policy (Draft)
	Learning Analytics Policy (Draft)
	Policy and Procedures to support and determine a student's Fitness to Continue to Study (Draft)
	Student's Fitness to Practise Policy (Draft)
Item 7(e)	Draft Schedule of meetings Academic Council and Sub Committees – 2022/2023 (including document submission schedule)
Item 8	Joint-Sectoral Protocol between Designated Awarding Bodies and Quality and Qualifications Ireland for the Inclusion of Qualifications within the National Framework of Qualifications

Ref	Item	Action (including Action Owner & Timeline)
17/1	Apologies Apologies were recorded.	<i>NOTED</i>
17/2	Draft minutes of previous meeting Draft minutes of the meeting held on 6 th April 2022 were approved.	<i>APPROVED</i>
17/3	Matters arising None.	
17/4	<p>Educational Model - Towards University Education Model implementation - Brief from the University Executive Team (UET) to Faculty and School staff</p> <p>Academic Council noted the above document with a focus on the Guiding Principles which build on the Education Model Project Charter and offer guidance to operationalise aspects of the University Education Model.</p> <p>During discussion members were supportive of the guiding principles whilst acknowledging the challenges around implementation of the actions included in the document.</p> <p>It was highlighted that the actions included are indicative actions for implementation in a multi-step process as part of academic quality reviews and within the new University Organisation Design from September 2022.</p> <p>Academic Council approved the Guiding Principles included in the document.</p> <p>The Chairperson thanked the University Educational Model Team, on behalf of Academic Council, for their work to date.</p>	<p><i>NOTED</i></p> <p><i>GUIDING PRINCIPLES APPROVED</i></p>
17/5	<p>Academic Calendar</p> <p>(a) Academic Calendar 2022/2023 Academic Council approved the Academic Calendar 2022/2023, subject to the following minor revisions:</p> <ul style="list-style-type: none"> remove the reference to 'Teaching week 1-12' and replace with semester week numbers. delete the sentence referring to the end of the academic year as 20th June 2023 and replace with 'Academic year ends - 31 August 2023' change to Graduation dates 'Tuesday 1st November - Saturday 5th November' <p>It was noted that the version of the academic calendar that was circulated to members for the meeting today is the operational version and that the publicly available version includes the key dates only.</p> <p>It was also noted that the semester commencement dates for first year students is dependent on the publication date of Leaving Certificate results which has not yet been confirmed.</p> <p>(b) Academic Calendar Working Group – Draft Terms of Reference Academic Council approved the Terms of Reference of the Academic Calendar Working Group subject to the following revisions:</p> <ul style="list-style-type: none"> delete 'Graduation dates' under 'Key dates for inclusion on the calendar' include terms 'winter/spring break' in place of faith-based names for breaks 	<p><i>APPROVED, SUBJECT TO MINOR REVISIONS</i></p> <p><i>NOTED</i></p> <p><i>NOTED</i></p> <p><i>TERMS OF REFERENCE APPROVED, SUBJECT TO MINOR REVISION</i></p>

	<p>Academic Council approved the proposed membership of the Working Group subject to inclusion of the following provisions:</p> <ul style="list-style-type: none"> • co-opt additional members to bring in expertise as appropriate • membership will be at least 40% gender balanced <p>It was noted that the Working Group intends to bring forward a report to the December meeting of Academic Council.</p>	<p>MEMBERSHIP APPROVED, SUBJECT TO MINOR REVISION</p> <p>REPORT TO BE BROUGHT FORWARD TO DECEMBER MEETING</p>
17/6	<p>Examination Results/Awards</p> <p>(a) Examination Results Academic Council ratified examination results and awards submitted as follows:</p> <p>(i) College of Arts and Tourism (ii) College of Business (iii) College of Engineering and Built Environment (iv) College of Sciences and Health (v) Blanchardstown (vi) Tallaght (vii) Graduate Research School Board</p>	<p>RATIFIED EXAM RESULTS AND AWARDS</p>
17/7	<p>Academic Council and its Committees</p> <p>(a) Academic Council Review Working Group Prof. B. Bowe outlined a presentation in relation to the work undertaken and documents drafted by the Working Group.</p> <p>Academic Council noted the Academic Council Review Working Group Summary Report.</p> <p>Academic Council endorsed the recommendation that the proposed new Academic Council Terms of Reference and membership should be forwarded to Governing Body for approval.</p> <p>Following discussion it was agreed that Faculties should have responsibility for co-ordinating the election process for '1 academic staff member of all grades, excluding HPAL and SL3 grades, from each School' with a view to ensuring that membership under this category is gender balanced.</p> <p>Academic Council approved the following documents:</p> <ul style="list-style-type: none"> • Proposed new University Programmes Board Terms of Reference • Proposed new Academic Quality Assurance & Enhancement Committee Terms of Reference • Proposed new Academic Regulations, Policies & Procedures Oversight Committee Terms of Reference • Student Experience Committee Terms of Reference • Types of Membership & Decision Making at Committee/Boards Meetings <p>Academic Council noted the Faculty Board Terms of Reference as approved by UPB at its meeting on 24 May 2022.</p> <p>It was noted that the election process will be facilitated by Academic Affairs and that it is anticipated that the new terms of reference and membership of Academic Council and its Sub Committees will take effect from January 2023.</p> <p>The Chairperson thanked Prof Bowe and members of the Working Group, on behalf of Academic Council, for their work in drafting the terms of reference.</p>	<p>NOTED</p> <p>RECOMMENDATION TO GOVERNING BODY FOR APPROVAL</p> <p>APPROVED</p> <p>NOTED</p> <p>NOTED</p>

(b) Approved Minutes

The following approved minutes of Academic Council Sub Committees were noted:

- (i) University Programmes Board (29/03/22):

<https://www.tudublin.ie/intranet/academic-council/university-programmes-board/>

NOTED

- (ii) Academic Quality Assurance & Enhancement Committee (16/03/22 & 26.04.22):

<https://www.tudublin.ie/intranet/academic-council/qaec/>

NOTED

In response to a query it was noted that a University Online/Digital Education Policy is currently in development by a Working Group of QAEC and that the draft policy will be brought forward to Academic Council for consideration and approval in due course.

NOTED

- (iii) Academic Regulations, Policies and Procedures Oversight Committee (08.02.22 & 12/04/22)

<https://www.tudublin.ie/intranet/academic-council/arppoc/>

*NOTED***(c) Academic Quality Assurance and Enhancement Committee**

Prof. B. Bowe addressed the following item:

- (i) **Research Programme – Review Report and Revised Graduate Research Regulations (1st edition)**

Academic Council approved the recommendation of the Academic Quality Assurance and Enhancement Committee in relation to the approval of the Revised Graduate Research Regulations (1st edition) and noted following documents:

RECOMMENDATION APPROVED

Summary of amendments to Regulations
Research Programme – Review Report
Response to Review Report
Research Programme Development Plan

NOTED

The Revised Graduate Research Regulations (1st edition) will also be forwarded to Governing Body for noting.

It was noted that the Regulations will be revised to be aligned with relevant University policies as they are approved.

It was agreed that the comments during the discussion should be brought back to Prof M. McNamara, Head of the Graduate Research School.

(d) Recommendations to Academic Council for approval of Policies

Academic Council approved, in principle, the recommendation of its Sub Committees for approval of the following draft unified Policies, as working documents for implementation across the University from September, subject to minor revisions in relation to wording based on feedback received.

RECOMMENDATION RE APPROVAL OF POLICIES APPROVED, IN PRINCIPLE, SUBJECT TO MINOR REVISIONS

It was noted that Academic Affairs staff intend to carry out an editing exercise of all approved polices to ensure consistency and compatibility with the Organisation Design and Quality Framework.

- (i) **Academic Quality Assurance and Enhancement Committee**

- Access, Transfer & Progression Policy (Draft)
- Joint, Multiple and Dual Awards Policy (Draft)
- Recognition of Prior Learning Policy (Draft)

	<p>(ii) University Programmes Board</p> <ul style="list-style-type: none"> University Award Framework and Nomenclature Policy (Draft) <p>(iii) Academic Regulations, Policies and Procedures Oversight Committee</p> <ul style="list-style-type: none"> Learning Analytics Policy (Draft) Policy and Procedures to support and determine a student's Fitness to Continue to Study (Draft) Student's Fitness to Practice Policy (Draft) <p>It was noted that the draft Student Disciplinary Policy/Procedures and an Academic Integrity Policy have been forwarded to the University's Governance and Compliance Office for GDPR and data protection oversight and advice on whether external legal advice is required.</p> <p>It is anticipated that both documents will be brought forward to the next meeting of Academic Council on 4 October for input and approval.</p> <p>(e) Draft Schedule of meetings Academic Council and Sub Committees – 2022/2023 (including document submission schedule) Academic Council approved the Draft Schedule of meetings Academic Council and Sub Committees – 2022/2023 and noted the document submission schedule.</p>	<p><i>NOTED</i></p> <p><i>APPROVED</i></p>
17/8	<p>Joint-Sectoral Protocol between Designated Awarding Bodies and Quality and Qualifications Ireland for the Inclusion of Qualifications within the National Framework of Qualifications</p> <p>Academic Council endorsed the Joint-Sectoral Protocol between Designated Awarding Bodies and QQI for the Inclusion of Qualifications within the National Framework of Qualifications, as outlined by Prof Bowe.</p>	<i>ENDORSED</i>
17/9	<p>Any other business</p> <p>None.</p>	
	<u>Date of next meeting: 11.00am on Tuesday 4 October 2022</u>	

SIGNED

 Professor David FitzPatrick
 President
 CHAIRPERSON

DATE: 4TH OCTOBER 2022