

**UNIVERSITY STANDARDS COMMITTEE**

**MINUTES**

Thursday 11 May 2023

10.00 a.m. – 11.35 a.m.

A204, Glasnevin Campus

**Present:** Dr Martina Crehan, Ms Liza Gieron, Ms Margaret Irwin-Bannon (Secretary), Dr Pascal Landais, Dr Anna Logan, Mr John McDonough, Dr Siobhain McGovern, Dr Jennifer McManis, Dr Ruth McManus, Ms Phylomena McMorrow, Dr Mark O’Brien, Dr Niamh O’Sullivan, Professor Joseph Stokes and Dr Monica Ward (Chair)

**Apologies:** Mr Eoin Crossen

The Chair welcomed Dr Martina Crehan, newly appointed Head of the Teaching Enhancement Unit (TEU), to her first meeting of the University Standards Committee.

**A: Minutes and related issues**

**1. Adoption of the agenda**

The agenda as circulated was adopted subject to the addition of three items of AOB.

**2. Minutes of the USC meeting 6 April 2023 and Academic Integrity Sub-committee meeting of 28 March 2023**

2.1 University Standards Committee, 6 April 2023  
Approved

2.2 Academic Integrity Sub-committee, 28 March 2023  
Approved

**3. Matters arising from the minutes of 6 April 2023**

3.1 It was noted that it was planned to bring the Review and Approval of Results for Taught Programmes document for noting at the August 2023 meeting of University Standards Committee. It was planned that any recommended changes to the document for the academic year 2023-2024 would be considered at that point (Item 3.2).

3.2 It was noted with respect to a request for the change to the Review and Approval of Results for Taught Programmes, DCU Business School would provide detailed rationale on the need to amend the composition of Progression and Award Boards (PABs), and it would be considered at the August 23 meeting (Item 3.3).

**B: Faculty issues**

**4. External examiners for taught programmes**

**4.1 Nominations**

4.1.1 University College London  
MEd in Autism  
Approved

4.1.2 Worms University of Applied Sciences  
BSc in Aviation Management  
Graduate Certificate in Aviation  
MSc in Management (Aviation Leadership)  
Approved

- 4.1.3 University of Glasgow  
Professional Diploma in Inclusive and Special Education  
Approved
- 4.1.4 University of Galway  
Modules in the School of History and Geography  
Approved
- 4.1.5 University of Hertfordshire  
Modules in the School of Law and Government  
Approved
- 4.1.6 Marino Institute of Education  
Bachelor of Education  
Approved
- 4.1.7 University of the Highland and Islands  
Bachelor of Education  
Professional Master of Education Primary  
Approved
- 4.1.8 University College Cork  
Bachelor of Education  
Professional Master of Education Primary  
Approved
- 4.1.9 University of Birmingham  
Modules in the School of Law and Government  
Approved
- 4.1.10 Nottingham Trent University  
Modules in the School of Psychology  
Approved

- 4.1.11 Dun Laoghaire Institute of Art, Design and Technology  
Modules in the School of Electronic Engineering  
Approved
- 4.1.12 Technological University Dublin  
BSc in Global Challenges  
Approved
- 4.1.13 Erasmus University of Rotterdam  
Modules in the School of Law and Government  
Approved
- 4.1.14 Queen's University Belfast  
Modules in the School of Law and Government  
Approved
- 4.1.15 Technological University Dublin  
MA in Choral Studies  
Approved
- 4.1.16 University College London  
Bachelor of Early Childhood Education  
Approved
- 4.1.17 University of Limerick  
BSc in Health and Society  
Approved
- 4.1.18 Cardiff University  
Modules in the School of Law and Government  
Approved

- 4.1.19 University of Limerick  
Modules in the School of Law and Government  
Approved
  
- 4.1.20 University of Leeds  
Modules in the School of Law and Government  
Approved
  
- 4.1.21 University of Limerick  
Physics General Entry  
BSc in Applied Physics  
BSc in Physics with Astronomy  
BSc in Physics with Biomedical Sciences  
BSc in Physics with Data Analytics  
Approved
  
- 4.1.22 Trinity College Dublin  
Bachelor of Education in Gaeilge and French/German/Spanish  
Approved
  
- 4.1.23 University of Edinburgh  
BA in Applied Language and Translation Studies  
BA in Global Business  
Bachelor of Business Studies International  
Bachelor of Education in Gaeilge and French/German/Spanish  
Approved
  
- 4.1.24 Trinity College Dublin  
Modules in the School of Law and Government  
Approved

**4.2 Renewal of appointment/changes to duties**

4.2.1 Newcastle University  
MA in Children's and Young Adult Literature  
Approved

4.2.2 Queen's University Belfast  
MSc in Specialist Nursing Future Healthcare  
Approved

**5. Other issues: Faculty****5.1 DCU Business School**

5.1.1 Legacy readmission request: BSc in Marketing, Innovation and Technology  
Approved

**5.2 Faculty of Humanities and Social Sciences**

5.2.1 Legacy readmission: MA in International Security and Conflict Studies  
Approved. It was recommended that the proposed maximum completion time would be two years, to allow for the possibility of extenuating circumstances, deferrals, etc.

**5.3 Faculty of Science and Health**

5.3.1 Confirmation of current external examiners as Periodic Programme Reviewers

It was noted that the current External Examiners will act as External Reviewers in the Periodic Programme Review of the following programmes during the 2022-2023 academic year in the Faculty of Science and Health:

- BSc in Biotechnology
- BSc in Genetics and Cell Biology

- BSc in Financial Mathematics
- BSc in Sports Science and Health
- MSc in Financial Mathematics
- MSc in Bioprocess Engineering

#### 5.3.2 Derogation request: MSc in Psychotherapy

The proposed derogation was as follows:

Students of the MSc in Psychotherapy must attain a minimum mark of 40% in the practice-based component of assessment in order to pass the following modules and progress:

- Professional Practice Portfolio PPP1 module (NS589);
- Professional Practice Portfolio 2 module (NS5031);
- Professional Practice Portfolio 3 module (NS5033);
- Professional Practice Portfolio 4 module (NS5034).

The derogation proposed relates to the Marks and Standards paragraph: 6.3, Regulations pertaining to module marks (6.3.1 and 6.3.3).

Professional Body: Irish Association for Counselling and Psychotherapy (IACP)

The proposed derogation was approved.

#### 5.3.3 Derogation request: MSc in Specialist Nursing

The proposed derogation was as follows:

Students of the MSc in Specialist Nursing must attain pass (competency in all 6 domains) in the Clinical Competency Assessment Tool (C-CAT) component of assessment in addition to the theory-based assignment in order to meet the learning outcomes and pass the following modules in order to progress:

- NS5121 & NS5122 (Women's Health)
- NS5130 & NS5132 (Chronic Disease Management)
- NS5131 & NS5133 (Population Health Practice)

The derogation proposed relates to Marks and Standards paragraph: 6.3, Regulations pertaining to module marks (6.3.1 and 6.3.3)

Professional Body: Nursing and Midwifery Board of Ireland (NMBI)

The proposed derogation was approved.

#### **5.4 DCU Institute of Education**

- 5.4.1 Legacy readmission request: Masters in Special Educational Needs  
Approved, a change was made to the form with respect to the exemption type.
- 5.4.2 Legacy readmission request: Masters in Special Educational Needs  
Approved, a change was made to the form with respect to the exemption type.
- 5.4.3 Legacy readmission request: Masters in Special Educational Needs  
Approved, a change was made to the form with respect to the exemption type.
- 5.4.4 Legacy readmission request: To exit from Masters in Special Educational Needs  
Approved
- 5.4.5 Legacy readmission request: Professional Diploma in Inclusive and Special Education  
Approved, it was noted that a decision would be required on the calculation of the precision mark



**C: Other issues (not Faculty-specific)****6. Recognition of Prior Learning Update**

It was noted that there has been an appointment to the RPL Research Assistant role.

The Chair noted that she and the DCU RPL project lead were currently participating in an online course run by The National Forum for the Enhancement of Teaching and Learning in Higher Education on recognition of prior learning. She noted too that there were existing defined processes on RPL and that DCU could learn from those existing processes.

**7. Programme Regulation Approval 2023-2024****7.1 *DCU Business School***

The programme regulations submitted to date were deemed approved.

**7.2 *DCU Institute of Education***

The programme regulations submitted to date were deemed approved.

**7.3 *Faculty of Engineering and Computing***

The programme regulations submitted to date were deemed approved.

**7.4 *Faculty of Humanities and Social Sciences***

The programme regulations submitted to date were deemed approved.

### 7.5 Faculty of Science and Health

The programme regulations submitted to date were deemed approved.

A discussion took place with respect to how attendance is reflected in the School of Health and Human Performance programme regulations. It is indicated that attendance is 'mandatory' in programme regulations however the modules are classified as category 1, and therefore regardless of whether a student has met the mandatory attendance, a resit opportunity has to be provided i.e., the mandatory element of the attendance was not enforceable. It was recommended by University Standards Committee that an alternative wording would be inserted i.e., 'attendance would be monitored, and students should have a minimum of x hours'.

## 8 Marks and Standards 2023-2024 (V2023.1)

The proposed amendments to Marks and Standards were approved as follows:

|       |  |
|-------|--|
| 2.2.2 | Change to: A 12-month academic session is normally divided into two semesters during which the teaching and assessment take place. The taught programmes of the university will normally be based within the two teaching semesters (Semester 1 and Semester 2) per academic session. The teaching, learning and assessment activities associated with a module will normally be completed during one formal semester, or if a year-long module, two formal semesters. Field work and other learning activities that take place outside of the formal semesters are subject to approval by the Registrar. It is recognised that clinical, teaching, professional placement or work experience may take place outside, or be spread across, the formal semesters. |
| 4.3.2 | Insert the link to the document: <i>Review and Approval of Results for Taught Programmes</i> .   |

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|--|--|
| 5.2.5  | Amended <u>from</u> 'Where a leave of absence has been granted it will extend the maximum registration period by one year' <u>to</u> 'Where a suspension of one's study has been granted, it will extend the maximum registration period by one year.'   |
| 7.1.1  | Make it clear that progression applies from one academic year to another and there is not normally progression within an academic year, with the following wording 'Progression from Semester 1 to Semester 2 is automatic for students in good standing with the University.'   |
| 7.2.3.4  | Insert, this paragraph relates to 'category 1 modules.'  |
| 7.2.3.5  | Insert, this paragraph relates to 'category 2 and category 3 modules.'   |
| 7.2.3.6  | Footnote added as follows [1] 'Both' is used in the context of the module having a Continuous Assessment/Examination split; where the module is 100% continuous assessment there will also be a resit of the assessment  |
| Glossary term no 17, replacing no 11, related to change to paragraph 5.2.5 | <b>SUSPENSION OF STUDY (LEAVE OF ABSENCE)</b> A Suspension of Study (Leave of Absence) is applicable only to students who have ongoing serious or medium-term circumstances and have documentation to support their request. An approved suspension of study (leave of absence) does not count as part of the overall registration period and will extend the maximum registration period by one year. |

#### 8(a) Application for Suspension of Studies (R40 form)

The amendments to the R40 form to reflect the change to paragraph 5.2.5 of Mark and Standards with respect to Leave of Absence were noted.

**9 Academic Regulations for Postgraduate Degrees by Research and Thesis 2023-2024**

The amendments to the Academic Regulations for Postgraduate Degrees by Research and Thesis 2023-2024 were approved.

**10 Revised Academic Integrity Policy and accompanying procedure**

The Chair introduced this item noting that a sub-committee of USC had met on six occasions during the academic year to revise the existing Academic Integrity policy and procedure. The aim was to align them to the *National Academic Integrity Network (NAIN) Academic Integrity Guidelines* and its ethos and to build a stronger culture around academic integrity.

She noted that the document *NAIN Framework for Academic Misconduct Investigation and Case Management*, had not yet been formally published but that the sub-committee had access to a draft internal version of the document and had mapped DCU's existing procedure to the draft document, in as far as possible. The NAIN Framework document is very detailed and comprehensive and it remains to be considered if it could be completely adapted within DCU.

The Chair noted that it was intended to submit the policy and procedure to Academic Council for approval for the academic year 2023-2024 but that both would be reviewed over the coming year in the context of a changing landscape, particularly in the context of Generative Artificial Intelligence and the anticipated finalisation of the *NAIN Framework for Academic Misconduct Investigation and Case Management*.

The Chair outlined that the following activities would take place over the coming year:

- There will be two appointments in the Academic Integrity area and based in the TEU. One of the posts will be a technical post that will look at detection of academic misconduct;
- It was intended to have guidelines for staff and students in place for semester 1, 2023-2024;

- Following on from stakeholder feedback, it was intended to make recommendations to University Disciplinary Committee;
- To keep pace with developments both nationally and internationally with respect to Generative Artificial Intelligence;
- To continue to keep up to date with NAIN, particularly around generative AI.

The policy and procedure were approved subject to the following amendments:

A) Section 9 of policy and Section 7 of procedure, insert the following:

In cases where academic misconduct is alleged subsequent to the awarding of credit, DCU may invoke this policy, the policy for the Revocation of University Awards or Credits, or the policy for Responding to Allegations of Research Misconduct (under review) and may, if the allegations are upheld and the offence serious, revoke the credits or award given.

B) Amend the sanctions as follows (Section 9 of policy and Section 3 of procedure)

- A zero mark for an assessment component and a requirement to resubmit the assessment component. Additional work may be imposed.
- A zero mark for the complete assessment and a requirement to resubmit the complete assessment. Additional work may be imposed.
- A zero mark for the module and the requirement to resit the module or repeat it in the following academic session. Additional work may be imposed.

## **11. AOB**

### **11.1 Legacy re-admission, Chair's action**

It was noted that a legacy re-admission application for readmission onto the BA in Jazz and Contemporary Music Performance that was approved by USC in August 2022 was not taken up by the student in 2022-23. The applicant has applied to return in the academic year 2023-2024. As the application was late for submission to USC for its 11 May 2023 meeting, it will be considered by Chair's Action.

**11.2 Appointment of an External Reviewer, Chair's Action**

As the current external examiner is not available to conduct the PPR for the Bachelor of Arts Joint Honours Programme (BAJH). Subject: Theology and World Religions, an alternative external reviewer will be nominated, and this will be considered by Chair's Action.

**11.3 Minutes for electronic approval**

It was noted that the minutes of this meeting were scheduled for electronic approval so they could be submitted to Academic Council for its 6 June 2023 meeting. The Secretary indicated that she would send the minutes late next week for approval during the following week.

The Chair thanked colleagues for their work on this committee throughout the year and in particular thanked members of the sub-committee of USC for their work on the Academic Integrity Policy.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Date of next meeting:**

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| Thursday, 31 August 2023<br>10.00 a.m.<br>A204 |
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