



MINUTES

Meeting	: SETU Academic Council
Meeting Number	: 17
Date	: 18 November 2025
Duration	: 10.15am – 11.30am
Attendees	: Prof. Veronica Campbell (Chairperson), Dr. Derek O’Byrne (Secretary), Dr. Anne Graham Cagney, Mr. Aubrey Storey, Mr. Brian Power, Dr. Cara Daly, Dr. Cathal Nolan, Dr. Ciara O’Hagan, Mr. Conor Phelan, Dr. Corinne Power O’Mahony, Dr. Daire O’Broin, Mr. Daniel Fagan, Mr. David O’Callaghan, Dr. David Scanlon, Mr. Derek Sheridan, Dr. Eileen Doyle-Walsh, Ms. Emer McGann, Ms. Erin Foley, Dr. Eugene Crehan, Dr. Geraldine Cleere, Dr. Hazel Farrell, Dr. Helen Murphy, Prof. John Wells, Dr. Katherine Cagney, Dr. Karen Hennessy, Dr. Ken Thomas, Dr. Laurence Fitzhenry, Dr. Maeve Doyle, Prof. Marie Claire Van Hout, Mr. Martin Walshe, Mr. Michael Tobin, Dr. Mrinal Chadha, Dr. Patricia Mulcahy, Dr. Paula Lane, Dr. Paula Rankin, Dr. Pauline Flanagan, Ms. Sadhb Reddy, Ms. Siobhan Wall, Dr. Stephen Whelan, Dr. Suzanne Denieffe, Dr. Thomas O’Toole, Dr. Tony Murphy, Ms. Yvonne Scully
In attendance	: Dr. Orla O’Donovan & Dr. TJ McDonald (item 6) Dr. Chris O’Riordan (items 7) Ms. Andrea Boland (observing) Dr. Colette Moloney (observing)
Secretariat	: Ms. Margaret Maher
Apologies	: Ms. Amanda Freeman-Gater, Dr. Claire O’Gorman, Dr. Dean Callaghan, Ms. Eleanor Kent, Dr. Frances Hardiman, Mr. Gregg Murphy, Ms. Hannah Polson, Dr. Janette Davies, Ms. Katie Haughney, Dr. Kevin Doolin, Dr. Richard Coady

1. Minutes of Academic Council Meeting of 14 October 2025

AGREED: Minutes of Academic Council Meeting of 14 October 2025 were approved.

2. Matters Arising

2.1 Regarding Section 4.5 of the Academic Council meeting minutes dated 14 October 2025, members queried the status of the paper proposing the disabling of the AI detection feature in Turnitin. It was noted that, with the upcoming examination period, this would be an opportune time to progress the proposal. Members acknowledged there is support for disabling this feature; however, it was agreed that any potential unintended consequences must be carefully considered. Members were informed that this issue will be discussed at the GenAI Steering Group meeting scheduled for 19 November 2025.

Additionally, members raised questions regarding the use of “Grammarly” and other translator apps and asked if there was any existing guidance for their use. Members were advised this will be discussed at the GenAI Steering Group meeting scheduled for tomorrow and will be brought to the next meeting of Academic Council.

AGREED: Given that the examination period is approaching, members agreed that the recommendation from the GenAI Steering Group meeting on the disabling of the AI detection feature in Turnitin should be circulated to all members for feedback and a decision made prior to the next meeting of Academic Council as this may be too late.

2.2 Regarding Section 8 of the Academic Council meeting minutes dated 14 October 2025 members were advised that Heads of Faculty have been given access to the Power BI dashboard and they can request access for Heads of Department, programme leaders and other staff in their faculties that they wish to have access to the dashboard.

2.3 Members agreed that an action log should be developed and maintained following each Academic Council meeting to ensure clear tracking of decisions and responsibilities.

3. Policies for Noting

There were no policies for noting.

4. Committee Reports

4.1 Research & Research Programmes Committee

The Draft Minutes of the Research & Research Programmes Committee meeting of the 4 November 2025 were circulated prior to this meeting.

AGREED: As per the Committee Report the following were approved by Academic Council:

Application Type	Number of Applicants
Examiner nominations for research postgraduate candidates submitting for award	8

Members noted that the same two External Examiners are examining three Master by Research music students. The Graduate Studies Office is aware of this, and members were advised this is a very specialised area and it is difficult to secure External Examiners with the requisite skills and expertise.

4.2 Taught Studies Programmes, Teaching & Learning Committee

The Draft Minutes of the Taught Studies Programmes, Teaching & Learning Committee meeting of the 4 November 2025 were circulated prior to this meeting.

AGREED: The following were approved by Academic Council:

New Programmes

- Higher Diploma in Business in Talent Management

Embedded Award

- Bachelor of Engineering in Electrical Engineering (L7) (off the Bachelor of Engineering (Honours) in Electrical Engineering (L8))

Minor Changes

- BA (Honours) in Psychology, BA (Honours) in Psychology (International)
- BA/BA (Honours) in Individual, Family and Community Support (proposed name change effective from September 2026 intake)
- BSc in Fashion Buying & Retail Management (subject to receipt of updated documentation)
- Postgraduate Diploma/ MSc in Organic and Biological Horticulture
- Certificate in Management Practice for Landscape Biodiversity
- BSc in Forestry

External Examiner Nominations

The following External Examiner nominations were approved, pending clarification regarding ISCED Code.

Category	Number of External Examiners
Programme Examiners – New Contracts Sept 2025- Sept 2028	14

The following External Examiner nominations were approved:

Category	Number of External Examiners
Programme Examiners – New Contracts Sept 2025 – Sept 2028	12
Programme Examiners - Three -year extensions to Sept 2028	11
Programme Examiners - One-year extension to Sept 2026	1

Subject Area Examiners – New Contracts Sept 2025 – Sept 2028	11	
Subject Area Examiners – One-year extensions to Sept 2026	17	
<p>Members noted that a framework for External Examiners is included in the work plan for the Taught Studies Programmes, Teaching & Learning Committee for the current academic year. However it was noted that work on the Teaching, Learning, Assessment and Feedback Strategy will be completed first. It was further observed that several of the External Examiners presented for approval today are locally based, with a lack of international nominations. Members also suggested that when developing the framework, consideration be given to remuneration for External Examiners and also software packages.</p> <p>4.3 Student Experience Committee</p> <p>The Draft Minutes of the Student Experience Committee meeting of 11 November 2025 was circulated prior to this meeting and was noted by Academic Council.</p> <p>The University is currently conducting a review of student retention. As part of the review, the Student Retention Steering Group is encouraging staff to engage in the process by completing one of the surveys.</p> <p>4.4 GenAI Steering Group</p> <p>The GenAI Steering Committee report was circulated prior to this meeting and was noted by Academic Council.</p> <p>Members noted that the GenAI Student Working Group has now been established.</p> <p>The GenAI Steering Group are advocating for one single Virtual Learning Environment (VLE) to enable resource sharing across all campuses. This proposal is being presented to the Investment and Finance Committee this afternoon.</p> <p>Members noted that a draft Risk Register is currently being developed. The Chairperson advised that the Governing Body has requested the inclusion of opportunities within the register and that it be renamed as the Risk and Opportunities Register.</p> <p>Members noted Dr. Hazel Farrell attended the launch of the Council of Europe Compass for AI and Education in Strasburg.</p> <p>5. Ratification of Examination Results</p> <p>A list of programmes approved at exam board meetings was presented to Academic Council for ratification.</p> <p>AGREED: Academic Council noted and approved exam results determined at examination boards for the Departments and programmes listed in Appendix A. This appendix also includes several amendments to the list previously presented at the Academic Council meeting on 14 October 2025.</p>		

Members acknowledged the time constraints surrounding graduation. Contributing factors include cut-off dates and fees. A paper will be developed proposing the introduction of fixed timelines for submitting results for ratification by the Academic Council.

6. Portfolio Project Report

Dr. Orla O'Donovan and Dr. T.J. McDonald (Academic Integration Leads) joined the meeting and gave a presentation on the Academic Portfolio Project. The presentation included an overview of the governance of the project, the terms of reference for the project and progress report.

Members suggested the data from the Student Survey could be used to contribute to the work of the group.

Chairperson thanked Dr. O'Donovan, Dr. McDonald and their colleagues on the work done to date and Drs O'Donovan and McDonald left the meeting.

7. Academic Council Self-Evaluation Report

Academic Council Self-Assessment Report and Presentation were circulated prior to this meeting. Dr. Chris O'Riordan presented on the documents, firstly thanking all those who had completed the questionnaire. Dr. O'Riordan advised members that the online questionnaire was sent to all current members of Academic Council and was available for completion from 8 to 22 October 2025. The questionnaire included 31 closed questions/statements and 33 open-ended questions. Analysis and reporting on the data will be done in two phases, the data presented today is quantitative data, qualitative data is planned to be presented at the January meeting of Academic Council.

8. A.O.B

Chairperson advised members that the University's TrustEd application has been approved without any conditions and thanked Dr. Patricia Mulcahy and the Global Partnership Team for all their work on this.

D. O'Byrne acknowledged the recent circulation of the *SETU Academic Council Quality Matters* email to all staff and thanked Dr. Paul O'Leary and all those involved for their work on this initiative. It was noted that this communication will be issued monthly following each Academic Council meeting.

Members noted that the Steering Group, established to review the University's VLE platform options, has proposed an SETU framework powered by Moodle.

The next meeting of Academic Council scheduled for 9 December will be an in-person meeting.

Signed: _____

Date: _____



Academic Council Meeting 18 November 2025

Item 5 – Ratification of Examination Results

Academic Council Meeting
Examination Ratifications
Campus: All Campuses



Faculty	Department	Banner Programme Code	Programme Title	Number of Learners	Exam Board Date
Education & Lifelong Learning	Carlow Lifelong Learning	CW_BRHSA_V	Diploma in Health and Safety at Work	1	23/10/2025
Education & Lifelong Learning	Carlow Lifelong Learning	CW_BRCCM_A	Certificate in Coaching through Change Management and Coaching Intervention	1	23/10/2025
Education & Lifelong Learning	Carlow Lifelong Learning	CW_HRTLE_M	Master of Arts in Teaching and Learning	1	23/10/2025
Education & Lifelong Learning	Wicklow Lifelong Learning	CW_CKENG_D	Bachelor of Science in Energy Management (Buildings)	1	23/10/2025
Education & Lifelong Learning	Carlow Lifelong Learning	CW_SRMDR_MX9	Postgraduate Diploma in Science in Medical Device Regulatory Affairs	1	23/10/2025
Wexford Campus	Wexford Campus	CW_HWECP_BXM	Certificate in Education in Introduction to Early Childhood Studies	1	28/10/2025
Amendments to ratification list from 14 October 2025					
Humanites & Arts	Social Care Studies and Early Childhood	WD_HECCE_B	Bachelor of Arts (Honours) in Early Childhood Care and Education	1	
Humanites & Arts	Arts	WD_HPSYC_B	Bachelor of Arts (Honours) in Psychology	1	
Humanites & Arts	Arts	WD_AVISA_B	Bachelor of Arts (Honours) in Visual Arts	1	
Humanites & Arts	Arts	WD_HARTS_B	Bachelor of Arts (Honours)	2	
Humanites & Arts	Law & Criminal Justice Studies	WD_HESUP_D	Bachelor of Arts in Employee Support and Wellbeing	1	
Business	Accounting & Economics	WD_BBUSI_C	Higher Certificate in Business	1	
Business	Accounting & Economics	WD_BBUSI_D	Bachelor of Business	1	
Business	Management & Organisation	WD_BBUSI_B	Bachelor of Business (Honours)	5	
Business	Graduate Business	WD_BOPEX_G	Higher Diploma in Business in Operational Excellence	2	
Business	Graduate Business	WD_BMABS_R	Master of Business	4	
Business	Graduate Business	WD_BFIBA_R	Master of Business in Finance and Business Analytics	2	
Business	Graduate Business	WD_BINTN_R	Master of Business in Internationalisation	1	
Business	Graduate Business	WD_BENTX_R	Master of Business in Lean Enterprise Excellence	2	
Business	Graduate Business	WD_BDMAP_R	Maser of Science in Digital Marketing Practice	1	
Business	Graduate Business	WD_BENTX_G	Postgraduate Diploma in Business in Lean Business Excellence	1	
Health Sciences	Sport & Exercise Science	WD_HRECL_D	Bachelor of Business in Recreation and Sport Management	1	
Health Sciences	Sport & Exercise Science	WD_HAFSH_R	Master of Arts in Advanced Facilitation Skills for Health and Well Being	1	
Health Sciences	Nursing & Health Care	WD_NAPHC_B	Bachelor of Science (Honours) in Applied Health Care	1	
Health Sciences	Nursing & Health Care	WD_NURCP_B	Bachelor of Science (Honours) in Nursing Studies for Clinical Practice	1	
Health Sciences	Nursing & Health Care	WD_NFOPP_MA	Certificate in Fundamentals of Professional Practice	1	
Health Sciences	Nursing & Health Care	WD_NLCDM_MA	Certificate in Leadership and Clinical Decision Making for Advanced Practice	1	
Science & Computing	Land Sciences	WD_SBSAG_B	Bachelor of Science (Honours) in Land Management (in Agriculture)	1	
Science & Computing	Land Sciences	WD_SBSFO_B	Bachelor of Science (Honours) in Land Management (in Forestry)	1	
Science & Computing	Land Sciences	WD_SOBI_A_G	Postgraduate Diploma in Science in Organic & Biological Agriculture	1	
Science & Computing	Computing & Mathematics	WD_KCOMC_D	Bachelor of Science in Software Systems Development	1	
Science & Computing	Computing & Mathematics	WD_KCOMP_EC	Higher Certificate in Science in Computer Science	1	
Science & Computing	Computing & Mathematics	WD_KISYP_R	Master of Science in Computing (Information Systems Processes)	1	
Science & Computing	Computing & Mathematics	WD_KISYP_G	Postgraduate Diploma in Science in Computing	1	
Science & Computing	Science	WD_SCIEN_EC	Higher Certificate in Science	1	
Science & Computing	Science	WD_SANSC_G	Postgraduate Diploma in Science in Analytical Science with Quality Management	1	

Engineering	Engineering Technology	WD_TCAMF_B	Bachelor of Science (Honours) in Manufacturing Engineering	1	
Engineering	Architecture & the Built Environment	WD_CPROM_R	Master of Science in Construction Project Management	3	

Presented by:

Dr. Derek O'Byrne
Vice President for Academic Affairs, Teaching & Learning
SETU Waterford