



MINUTES

Meeting	: SETU Academic Council
Meeting Number	: 11
Date	: 4 March 2025
Duration	: 10.15am – 12.40pm
Attendees	: Prof. Veronica Campbell (Chairperson), Dr. Derek O’Byrne (Secretary), Ms. Amanda Freeman-Gater, Mr. Aubrey Storey, Dr. Cathal Nolan, Dr. Cara Daly, Dr. Ciara O’Hagan, Mr. Conor Phelan, Dr. Corinne Power O’Mahony, Dr. Daire O’Broin, Dr. Danielle Douglas, Mr. David Denieffe, Mr. David O’Callaghan Dr. David Scanlon, Dr. Dean Callaghan Mr. Derek Sheridan Dr. Eileen Doyle-Walsh, Ms. Eleanor Kent, Ms. Emer McGann, Dr. Frances Hardiman, Dr. Geraldine Cleere, Dr. Hazel Farrell, Dr. Helen Murphy, Prof. John Wells, Dr. Katherine Cagney, Ms. Katie Haughney, Dr. Karen Hennessy, Ms. Laura Widger, Dr. Maeve Doyle, Mr. Mark Dunne, Mr. Martin Walshe, Mr. Michael Tobin, Dr. Mrinal Chada, Dr. Patricia Mulcahy, Dr. Paula Rankin, Dr. Pauline Flanagan, Prof. Peter McLoughlin, Dr. Richard Coady, Ms. Sadhb Reddy, Dr. Sinéad O’Halloran, Ms. Siobhan Wall, Dr. Stephen Whelan, Dr. Suzanne Denieffe, Dr. Tony Murphy,
In attendance	: Dr. Chris O’Riordan (item 3.1) Dr. Paul O’Leary (item 7) Dr. Colette Moloney (observing)
Secretariat	: Ms. Inna Kuzmenko
Apologies	: Mr. Brian Power, Dr. Claire O’Gorman, Mr. Gregg Murphy, Dr. Janette Davies, Dr. Ken Thomas, Mr. Kevin Doolin, Prof. Marie Claire Van Hout, Dr. Thomas O’Toole, Ms. Yvonne Scully

1. Minutes of Academic Council Meeting of 28 January 2025

English Language Policy was discussed under TrustEd item but was not specifically reflected in the minutes.

AGREED: Reflect the discussion on the English Language Policy in the minutes of the Academic Council Meeting of 28 January 2025. Minutes of the Academic Council meeting of 28 January 2025 were approved subject to the above amendment.

2. Matters Arising

Following endorsement by Academic Council, Governing Body approved the TrustEd application. The Chairperson recognised the significance of this work and expressed gratitude to P. Mulcahy and the team for their efforts.

Research Strategy was approved by Governing Body last week and will be launched shortly.

3. Policies for Approval

3.1 Programme Development Charter

The Programme Development Charter version 1.2 was circulated prior to this meeting. C. O’Riordan presented on the updated version of the document. The following points were suggested:

1. Programme development charter should address full and part-time programmes, and the guidance related to all SETU approved programmes.
2. An explicit reference to digital literacy should be added to the document.
3. As this is a guidance document, definitive language should be reviewed.

AGREED: Approved subject to the above amendments. Once changes are made, document to be circulated to the Heads of Departments.

3.2 Code of Conduct for Responsible Research Practice

The Code of Conduct for Responsible Research Practice version 0.4 was circulated prior to this meeting. Council noted that there is only one mention of AI in the document. Giving the immense influence of AI on research, this element should be more prominent in the document.

AGREED: Approved subject to confirmation that there is an AI element to Research Integrity Training and an updated reference list to reflect this. Once updated, document to be circulated to the SETU community.

4. Committee Reports

4.1 Research & Research Programmes Committee

The Draft Minutes of the Research & Research Programmes Committee meeting of the 11 February 2025 were circulated prior to this meeting.

Council suggested a working group should be formed from the Committee to work through the implementation of Research Programme Boards and the operations of the boards.

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

Application Type	Number of Applicants
Nomination of Examiner	3

4.2 Taught Studies Programmes, Teaching & Learning Committee

The Draft Minutes of the Taught Studies Programmes, Teaching & Learning Committee meeting of the 11 February 2025 were circulated prior to this meeting. Several items arising from the committee were identified as separate agenda items for Council.

AGREED: The following were approved by Academic Council:

Minor Change Applications

- Certificate in Personal Development, Certificate in Applied Skills Development. Minor amendments to the indicative content and module learning outcomes in the programme to clarify where work preparedness skills are covered with learners.

External Examiner Nominations

Category	Number of External
Programme Examiners new contracts Sep 2024 to Sep 2027	4
Programme Examiners three-year extensions from Sep 2024 to Sep 2027	1
Subject Area Examiners new contracts Sep 2024 -Sep 2027	2

4.3 Student Experience Committee

D. Denieffe gave a verbal update of the Student Experience Committee meeting which took place on Friday 28 February 2025. Cyber security update has been included as a separate item on the agenda

Student Survey is now live.

AGREED: Given the importance of this survey, members were asked to encourage their students to complete it. To maximise participation rate, Academic Council recommended extending the deadline date to Friday 14 March 2025.

4.4 Joint Quality Committee

The minutes of the Joint Quality Committee meeting of 11 February 2025 were circulated prior to this meeting and were noted by Academic Council. A number of items on the minutes will be presented to Academic Council for approval shortly.

5. Ratification of Examination Results

A list of programmes approved at exam board meetings was presented to Academic Council for ratification.

AGREED: Academic Council noted and approved exam results determined at examination boards for the Departments and programmes listed in appendix A.

6. Academic Delivery Framework

The Academic Delivery Framework Working Group Report to Academic Council was circulated prior to this meeting. C. O’Riordan presented on the outcomes and recommendations of the Academic Delivery Framework Working Group which has concluded. A number of follow-on working groups are proposed to work on the operational elements of the overreaching regulatory framework. Academic Council’s approval is sought to allow for implementation.

The following points were suggested:

1. Clear communication of these proposals is imperative including publishing a summary of key recommendations with most urgent items on top of the list. The needs of programme boards being aware and engaged was emphasised
2. Micro credentials will be considered as part of a paper currently in preparation
3. Council should monitor the implementation of the framework and particularly the issue of students carrying credits. Relevant data should be brought to council once the processes are in operation

AGREED: Overreaching Academic Delivery Framework was approved by Academic Council.

AGREED: Proposed working groups should be established with the terms of reference and indicative membership of the proposed working groups to be brought to subsequent Academic Council meeting.

The contribution of the 19 members of the Working Group as well as administrative support was acknowledged by Academic Council.

7. Annual Quality Report (AQR)

SETU Annual Quality Report was circulated prior to this meeting. P. O’Leary gave a comprehensive presentation on the Annual Quality Report covering academic year 2023/2024. It will be published on SETU and QQI websites, pending Academic Council’s approval.

AGREED: Annual Quality Report 2023/2024 was approved by Academic Council and recommended to Governing Body.

8. QQI Green Paper on Intermediate Qualifications at NFQ Levels 5 & 6

QQI Green Paper on Intermediate Qualifications at NFQ Levels 5 & 6 was circulated prior to this meeting.

C. Moloney presented on this significant piece of QQI consultation. The paper was discussed in detail at the last TPC meeting. Two main issues identified in this paper: Further Education providers are to deliver Higher Education Level 6 award; and Y1 of this award will be at Level 5. Following the proposed change there will also be a number of unintended consequences. If implemented, this proposal would have a major implication for the TU sector. Feedback is due on 7 March.

AGREED: D. O’Byrne to respond to QQI with concerns over the legitimacy of the proposed move. Response to be circulated to Academic Council.

9. CAO Update

D. O'Byrne presented on the latest available CAO data which demonstrates a small increase in first preferences to SETU compared to the previous year. Several recruitment and engagement activities are scheduled through to the end of the CAO season. A marketing and recruitment taskforce has been established. The requirement to observe trends across multiple years was noted.

10. Teaching, Learning & Assessment Strategy Working Group update

The Working Group has been established. Draft Minutes of the Teaching, Learning & Assessment Strategy Working Group meeting of 7 February 2025 were circulated prior to this meeting.

11. GenAI Steering Committee

H. Farrell presented. Work is ongoing across all areas, including strategy and training. Resourcing is required to help Committee with the amount of work at hand. Strategic partnerships are important to allow for sharing of the workload with other TUs.

12. Update on IT Issues

D. Denieffe provided an update on the current IT status following the cyber security incident. Forensic investigation has been completed, which indicated a failed ransomware attack. A significant proportion of data is now recovered (Q Drive), which will move to SharePoint in the near future. BanExtra is becoming available as a short-term solution until a fully integrated Banner 9 (scheduled over next two years) can be implemented. Work is ongoing on other aspects, such as reconnection to network, migration to SETU domain, etc.

A number of meetings with Computing students has taken place. Council recognised that some Departments are affected more severely by unavailability of services. Regular updates via webinars for Computing students were proposed.

AGREED: Given the importance of this item, the update on IT Issues will be moved to earlier on the agenda for the next meeting.

13. A.O.B

Concerns were raised around Erasmus and International students' inability to receive official Semester 1 examination results, which are required for their future study applications.

AGREED: D. O'Byrne to discuss with Faculty Heads.

Meeting concluded at 12.40pm

Signed: _____

Date: _____

Academic Council Meeting 4 March 2025

Item 5 – Ratification of Examination Results

Academic Council Meeting 4 March 2025
Examination Ratifications
Campus: Carlow & Wexford



	Faculty	Department	Banner Programme Code	Programme Title	Stage	Number of Students	Exam Board Date
1	Science	Computing	CW_KCCSM_M	Masters of Science in Cyber Security, Privacy and Trust	Award	1	26/02/2025
2	Science	Computing	CW_KCCSY_D	Bachelor of Science in Information Technology Management	1	1	26/02/2025
3	Science	Computing	CW_KCSOF_B	Bachelor of Science (Honours) in Software Development	1	1	26/02/2025
4	Science	Applied Sciences	CW_SAOPT_B	Bachelor of Science (Honours) in Biosciences with Biopharmaceuticals	Award	7	26/02/2025
5	Science	Applied Sciences	CW_SABFQ_D	Bachelor of Science in Biosciences	2	2	26/02/2025
6	Lifelong Learning	Carlow Lifelong Learning	CW_HRLLW_B	Honours Bachelor of Laws, Legum Baccalaureus (LLB)	2	1	18/02/2025
7	Business and Humanities	Business	CW_BBOPT_B	Bachelor of Business (Honours) in Management	4	1	29/01/2025
8	Business and Humanities	Business	CW_BBOPT_B	Bachelor of Business (Honours) in International Business	3	1	29/01/2025
9	Business and Humanities	Humanities	CW_HHPSC_B	Bachelor of Arts (Honours) in Professional Social Care Practice	4	1	29/01/2025
10	Business and Humanities	Sport Media and Marketing	CW_PPSMF_B	Bachelor of Arts in (Honours) in Sports Management and Coaching (Football)	1	1	29/01/2025
11	Business and Humanities	Sport Media and Marketing	CW_BBSMC_B	Bachelor of Arts (Honours) in Sport Management and Coaching	1	1	29/01/2025
12	Business and Humanities	Sport Media and Marketing	CW_BBSMC_B	Bachelor of Arts (Honours) in Sport Management and Coaching	2	1	29/01/2025
13	Business and Humanities	Sport Media and Marketing	CW_TPTVM_D	Bachelor of Science in TV and Media Production	1	1	29/01/2025

Presented by Dr Derek O'Byrne
Vice President Academic Affairs, Teaching and Learning
4 March 2025