



MINUTES

Meeting	:	SETU Academic Council
Meeting Number	:	5
Date	:	15 th November 2022
Duration	:	10.15am – 11.50am
Attendees	:	Prof. Veronica Campbell (Chairperson), Dr. Derek O’Byrne (Secretary), Mr. David Denieffe, Dr. Brian Casey, Dr. Greg Doyle, Mr. Patrick Morgan, Mr. Diarmuid O’Gorman, Dr. Tom O’Toole, Dr. Hazel Farrell, Mr. John Tully, Ms. Maura Bolger, Dr. Pádraig Kirwan, Dr. Sharon Harris Byrne, Ms. Victoria McDonagh, Dr. Chris Meudec, Dr. Suzanne Denieffe, Dr. Geraldine Cleere, Mr. John Maher, Dr. Carmel Smith, Dr. Anne Graham, Dr. Mark White, Dr. Janette Davies, Mr. Liam O’Shea, Mr. Ken McCarthy, Ms. Claire Fitzpatrick, Prof. John Wells, Mr. Aubrey Storey, Dr. Paula Rankin, Dr. Cara Daly, Dr. Cathal Nolan, Dr. Zeta Dooly, Mr. Mark Dunne, Dr. Eileen Doyle, Dr. Karen Hennessy, Dr. Joseph Collins, Dr. Louise Bennett, Dr. Orla O’Donovan, Mr. Rónán Lynch, Dr. Helen Murphy, Mr. Bryan O’Mahony, Dr. Frances Hardiman, Dr. Dina Brazil, Dr. David Dowling, Dr. Colette Moloney, Ms. Mary Lyng, Mr. Patrick Curtin, Dr. David Scanlon, Mr. Larry Banville, Ms. Maebh Maher
In Attendance	:	Dr. Fintan Bracken and Dr. Richard Hayes (Item 6)
Secretariat	:	Ms. Margaret Maher
Apologies	:	Dr. Ken Thomas, Dr. David Allen, Mr. Kevin Doolin, Mr. Pascal Harte, Ms. Úna Grant, Dr. Rosemary O’Hara

1. Minutes of Academic Council Meeting 11th October 2022

AGREED: The minutes of the Academic Council Meeting of 11th October 2022 were approved.

2. Matters Arising

NOTED: There were no matters arising.

3. Policies for Approval Graduate Studies Regulations

NOTED: The following documents were circulated to all members prior to this meeting:

- Graduate Studies Code of Practice
- Graduate Studies Regulations

NOTED: The Graduate Studies Code of Practice and Regulations were presented at previous meetings of Academic Council on 13th September 2022 and 11th October 2022.

Dr. Mark White, VP Research, Innovation and Graduate Studies advised members that feedback

received at these meetings has now been incorporated into the documents. Once the documents receive final approval today, they will be sent to Governing Body. Readiness to implement is being considered by the working group established to look at the implementation of these regulations and to this end, the Working Group have scheduled a number of information sessions and workshops over the coming weeks with a target for implementation in January 2023.

AGREED: Graduate Studies Code of Practice and Graduate Studies Regulations were approved by Council.

4. Committee Reports

4.1 Research Committee

AGREED: The Minutes of the Research Committee meeting of the 25th October 2022 were noted and approved by Council.

4.2 Academic Development, Learning & Teaching Committee

NOTED: The Minutes of the Academic Development, Learning and Teaching Committee meeting of the 25th October 2022 were circulated to all members prior to this meeting.

NOTED: Eight thematic area subgroups have been established and members are being co-opted from outside the Academic Development, Learning & Teaching Committee membership. Members noted that a lot of work has already been completed by the working group established pre-designation day and suggested a mapping exercise should be carried out to prevent duplication of work. A suitable document repository to be identified for use by the various subgroups.

AGREED: The Minutes of the Academic Development, Learning and Teaching Committee meetings of the 25th October 2022 were noted and approved by Academic Council.

4.3 Academic Quality and Regulation

AGREED: The Minutes of the Academic Quality and Regulation Committee meeting of the 28th October 2022 were circulated to all members prior to this meeting. The following were approved by Academic Council

Programme Validations

Carlow Campus:

- PP1 Cert in Professional Video Editing
- PP1 Cert in Introduction to Relationship Based Practice and to Social Pedagogy
- PP2 Cert in Software Defined Com Systems
- PP2 HC, BA and BA (H) in Content Creation & Social Media
- Minor Change to BEng in Civil Engineering and BEng (H) in Civil Engineering.

Waterford Campus:

Minor Changes to Approved Programme Schedules

- BSc in Agriculture
- Bachelor of Business (Honours) in Business Information Systems

Programme Evaluations

- CE2 BSc (H) in Good Manufacturing Practice & Technology
- CE2 MSc in Mental Health Practice for Children & Young People
- CE2 Minor Awards School of Education and Lifelong Learning:
 - Certificate in Adult Numeracy

- Certificate in Developing Literacy
- Certificate in Digital Literacy
- Certificate in Equality, Diversity & Inclusion in Adult & Further Education
- Certificate in Family Literacy
- Certificate in Integrating Literacy
- Certificate in Literacy & Society
- Certificate in Practical Teaching Skills
- Certificate in TESOL (Introduction)
- Certificate in TESOL (Intermediate)
- Certificate in Teaching Essential Literacies

External Examiners

External Examiners from the Carlow and Waterford campuses were noted and approved by Academic Council

Postgraduate Matters

Research Matters/Postgraduate Register Update/ Examiner Nominations (Carlow Campus) were noted and approved by Academic Council.

Research Postgraduate Enrolment Group Report (Waterford Campus) was noted and approved by Academic Council.

Research Examiner nominations (Waterford Campus) were noted and approved by Academic Council

NOTED: External Examiner nominations to include Examiner affiliations.

NOTED: The issue of how decisions are communicated back to the various Schools/Departments was discussed. This is currently done through the various Secretariat. We may need to look at introducing an Academic Council Newsletter in the future.

4.4 Student Experience Committee

AGREED: The Minutes of the Student Experience Committee meeting of the 28th October 2022 were noted and approved by Council

5. Ratification of Results

AGREED: Academic Council note and approve exam results determined at examination boards for the programmes listed below:

Programme Code	Programme Title	Number of Students
CW_SARPH_P	Doctor of Philosophy	2
CW_EEREN_M	Master of Engineering	2
CW_BBRBU_M	Master of Business	1
CW_BHRBU_M	Master of Business	1
CW_KCRSC_M	Master of Science	2
CW_SARSC_M	Master of Science	7
CW_HHRAR_M	Master of Arts	5
CW_HRRED_M	Master of Arts	2
CW_BBOPT_D IB	Bachelor of Business in International Business	1
CW_BBOPT_B HRM	Bachelor of Business (Hons) in Human Resource Management	1

CW_ESFPC_U	Certificate in Fundamental PID Control	10
WD_BBADM_TP	Doctorate of Business Administration	1
WD_BMGTO_P	Doctor of Philosophy	1
WD_SCLSC_PS	Doctor of Philosophy	1
WD_SCLSC_PJ	Doctor of Philosophy	1
WD_KPQSC_P	Doctor of Philosophy	2
WD_EBUIL_P	Doctor of Philosophy	1
WD_EENGR_P	Doctor of Philosophy	1

6. Strategic Plan Update

NOTED: Dr. Fintan Bracken, Director of the Office for Institutional Planning & Research and Dr. Richard Hayes, VP for Strategy joined the meeting. Dr. Bracken presented the SETU Student Dashboard 2021/22 and advised members that the data contained in the Dashboard is extracted from the March SRS return to the HEA. The plan is to populate the dashboard with at least the previous 5 years data.

NOTED: Anyone who requires access to the Dashboard is asked to contact Dr. Bracken directly.

NOTED: Following discussion it was agreed the following reports be brought to future meetings of Academic Council:

- CAO Performance
- Exam Performance
- Retention
- Student Survey

NOTED: Members noted an article on grade inflation had been published recently and it was agreed that marking rubric should be discussed at a future meeting.

NOTED: Dr. Hayes advised members that work is ongoing on the Strategic Plan and draft will be presented to Council in due course.

NOTED: Dr. Bracken and Dr. Hayes left the meeting

7. Governing Body Matters

NOTED: There were no Governing Body Matters

8. A.O.B

NOTED: There was no other business

Signed: _____

Date: _____

Prof. Veronica Campbell