



MINUTES

Meeting	: SETU Academic Council
Meeting Number	: 9
Date	: 21 st March 2023
Duration	: 10.15am – 11.45pm
Attendees	: Prof. Veronica Campbell (Chairperson), Dr. Derek O’Byrne (Secretary), Mr. David Denieffe, Dr. Tom O’Toole, Mr. Pascal Harte, Mr. Diarmuid O’Gorman, Dr. Brian Casey, Dr. Greg Doyle, Dr. Hazel Farrell, Dr. Laura Keane, Ms. Mary Lyng, Mr. Liam O’Shea, Dr. Padraig Kirwan, Mr. Kevin Doolin, Dr. Corinne Power-O’Mahony, Dr. Suzanne Denieffe, Mr. Ken McCarthy, Dr. David Scanlon, Dr. Geraldine Cleere, Mr. John Maher, Dr. Karen Hennessy, Dr. Louise Bennett, Ms. Victoria McDonagh, Ms. Claire Fitzpatrick, Mr. Aubrey Storey, Dr. Paula Rankin, Mr. John Tully, Mr. Larry Banville, Dr. Cara Daly, Dr. Zeta Dooly, Dr. David Dowling, Dr. Cathal Nolan, Dr. Orla O’Donovan, Mr. Rónán Lynch, Dr. Frances Hardiman,
In Attendance	: Dr. Chris O’Riordan (Item 3)
Secretariat	: Ms. Margaret Maher
Apologies	: Ms. Úna Grant, Dr. Rosemary O’Hara, Dr. Anne Graham, Dr. Eileen Doyle, Mr. Patrick Morgan, Ms. Wiktoria Szeremeta, Dr. Helen Murphy, Dr. Colette Moloney, Dr. Sharon Harris Byrne, Dr. Carmel Smith, Dr. Ken Thomas, Dr. Joseph Collins, Dr. David Allen

1. Minutes of Academic Council Meeting 28th February 2023

AGREED: The minutes of the Academic Council Meeting of 28th February 2023 were approved.

2. Matters Arising

NOTED: At the previous meeting of Academic Council the Report for SETU on CAO Performance for 2022/23 was circulated and discussed. Members note that consideration of an individual programme’s lifecycle would require consideration of the original rationale, subsequent reports from internal and external sources, programme student/graduate data, design fit with current exigencies, investment required for effective delivery, and secular external trends relevant to the programme domain.

3. Policies for Approval – Draft Interim Academic Regulations

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

- Initial Discussion Draft for Academic Council Consideration and Feedback
- Discussion points for Academic Council on Draft SETU Academic Regulations for Taught Programmes.

NOTED: Dr. D. O'Byrne advised members that this initial draft is being presented today to highlight issues which exist. It is envisaged that the core document will be shorter than previous iterations of the academic regulations and will have a number of associated policy documents attached to it.

NOTED: Dr. Chris O'Riordan joined the meeting and gave a brief presentation advising members that:

- The draft regulations are being presented as a discussion document to allow for debate and feedback
- Discussion points raised to highlight some areas for consideration include compensation, progression/transfer, award denominations at postgraduate level, GPA determination for repeat candidates & semesterisation.

AGREED: Issues including progression, alternative routes & exit strategies and transfer opportunities for first year students in particular were discussed. Members agreed that any decision made in respect of these should be in the best interest of the learner and should give them the maximum opportunity to successfully complete their programme of study.

NOTED: Members noted that section 6.9 refers to Craft Apprenticeships only and should also take into consideration non craft based apprenticeships. It was also noted that section 10.7 should be amended to remove any reference to the different campuses.

AGREED: Members agreed that the Award denominations for taught postgraduate awards should be widened out to include Second Class Honours Grade 1 and Second class Honours Grade 2, similar to undergraduate degrees.

AGREED: Members are invited to send feedback/comments to Dr. Chris O Riordan and a further draft will be presented to Academic Council at its meeting in April. This draft will then be sent out to the wider University community for consultation. It is envisaged that the final document be brought to Academic Council for approval in May with the regulations being implemented in September 2023.

4. Committee Reports,

4.1 Research Committee

NOTED: The Minutes of the Research Committee meeting of the 7th March 2023 were circulated to all members prior to this meeting. .

AGREED: Postgraduate Matters including requests for Confirmation of Doctoral registration, Probationary direct entry to Structured PhD, Admission to Postgraduate Register, De-registration requests and notification of changes were noted and approved by Academic Council.

NOTED: Chairperson advised members that Dr. Tom O'Toole will be the Acting VP for Research while the recruitment procedure is in process.

4.2 Academic Development, Learning & Teaching Committee

AGREED: The Minutes of the Academic Development, Learning and Teaching Committee meeting of the 7th March 2023 were noted and approved by Council.

AGREED: The Edit Charter was circulated to all members prior to this meeting and further to the recommendation from the Academic Development, Learning & Teaching Committee was adopted by Council.

4.3 Academic Quality and Regulation

AGREED: The Minutes of the Academic Quality and Regulation Committee meeting of the 10th March was circulated to all members prior to this meeting. The following were approved by Academic Council:

Programme Validations:

- CE2 MA in Criminology and Criminal Justice
- CE3 BSc in Retail Management (Title Change to: BSc in Fashion Buying & Retail Management)
- CE4 Certificate in High Voltage Electrical Systems, Certificate in High Voltage Safe Systems of Work

Minor Changes

- BA (H) in International Management
- BSc (H) in Software Systems Development and BSc (H) in Software Systems Practice

AGREED: External Examiner nominations from both the Carlow and Waterford campuses were noted and approved by Academic Council. External Examiners

AGREED: Postgraduate matters including notice of Intention to Present/Nomination of Examiners, Nomination of Level 10 Evaluators, notice of Withdrawal from Level 9 programmes, Examiner nominations for research postgraduate candidates submitting for award, External Reviewer nominations for research postgraduate candidates seeking Confirmation of Doctoral Candidature and External Reviewer nominations for research postgraduate candidate seeking transfer to the Doctoral Register were noted and approved by Academic Council.

Micro-credential award modules:

Module	Credits	School
Approaching Digital Teaching and Learning	1	Education and Lifelong Learning
Skills for Returning to Learning	1	Education and Lifelong Learning
Introduction to Project Scheduling with MS Project	3	Engineering
Using Music to Enhance Student Engagement in the Classroom	1	Humanities
Health and Well Being	2	Health Sciences
Why Lean: An Introduction	1	Business

4.4 Student Experience Committee

NOTED: There was no meeting of the Student Experience Committee. Work continues on the Fitness to Study policy and the Student Survey 2022/23.

5. Ratification of Semester 1 Examination Results

NOTED: A list of programmes recently approved at exam board meetings across the University was presented to Council for ratification.

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

6. CAO Interim Data 2023/24

NOTED: Report *Comparison of CAO Performance for SETU 1st February 2022 V 2023* was circulated to all members prior to this meeting and Dr. D. O'Byrne spoke briefly on the paper.

7. Governing Body Matters

7.1 Academic Council Design Working Group

NOTED: As agreed at the previous meeting of Academic Council the final paper from this Working Group, including terms of reference will be included as an agenda item at a future meeting of Council.

8. A.O.B

NOTED: Members were reminded of the CTEL event taking place at lunch time today
"ChatGPT in the classroom"

Signed: _____

Date: _____



Academic Council Meeting 21st March 2023

Item 5 – Ratification of Semester 1 Examination Results

**Examination Results Presented to SETU Academic Council for Ratification
by David Denieffe, Vice President for Academic Affairs & Registrar, SETU Carlow**

March 2023 Examination Boards:

		Exam Board	Chairperson	Secretary
A	Faculty of Business and Humanities			
	(i) Department of Humanities	7 March 2023	M Kelly	E Doyle-Walsh
B	Faculty of Engineering			
	(i) Department of Aero & Mechanical Engineering	16 February 2023	F Hardiman	C Nolan
C	Wexford Campus Fulltime	6 March 2023	K Hennessy	J Davies
D	Faculty of Lifelong Learning			
	(i) Carlow, Wicklow & Wexford Campuses	7 March 2023	J Collins	R Flynn

David Denieffe
Vice President for Academic Affairs & Registrar
South East Technological University, Carlow Campus, 21 March 2023

**SOUTH EAST TECHNOLOGICAL UNIVERSITY
PRESENTATION OF EXAMINATION RESULTS TO ACADEMIC COUNCIL FOR RATIFICATION**

Examination Results for the following Institute programmes, as listed below, are hereby presented to Academic Council for ratification. The Examination Board has been convened under University Regulations and the guidelines for conduct of Examination Boards. The Broad sheets of Results have been duly signed by the Institute Examiners/s.

Examination Session: 2022/2023

Programme	Year	Date of Meeting	Award	Award Level	Award Type	No
CW_HHPSC_B	Y4	7 th March 2023	Bachelor of Arts (Hons) in Professional Social Care Practice	08	MAJOR	01

*Chair: Joe Collins
Secretary: Eileen Doyle
with*

Eileen Doyle

Head of Department

DATE: 7/3/2023

CHAIRPERSON: MYLES KELLY

SIGNED:

APPROVED:

Academic Council: _____ Date: _____

Governing Body: _____ Date: _____

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Examination Session: 2022/2023

Programme Code	Date of Examination Board Meeting	Programme Title	Specialisation	Award Stage	Award Level	Award Class	No of Candidates
CW_EEAER_B	16 February 23	BEng (Honours)	In Aerospace Engineering	1	08	Honours Degree	1

Exam Board Chair: Dr Frances Hardiman
Exam Bd Secretary: Dr Cathal Nolan

SIGNED:


Head of Faculty/Centre/Department

DATE:

28/2/23

APPROVED:

Academic Council: _____ Date: _____

Governing Body: _____ Date: _____

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Examination Session: 2022/23

Program	Date of Exam Board	Title	Award	Class	Actual No
CW_HWPSC_B_Y3	6 th March 2023	Bachelor of Arts (Honours) in Applied Social Studies in Professional Social Care	08	Major	1 review

Kate Hannessy

SIGNED: _____ DATE: 06/03/2023

Head of Campus & Chair of Examination Board

Secretary: Dr Janette Davies

**SOUTH EAST TECHNOLOGICAL UNIVERSITY
PRESENTATION OF EXAMINATION RESULTS TO ACADEMIC COUNCIL FOR RATIFICATION**

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Examination Session: CW WW WX LLL 2022.23

Program Code	Date	Award	Award Year	Award Level	Award Class	No. of Candidates
CW_HKADA_U	07/03/2023	Certificate in Advocacy	Y1	6	Special Purpose	3
CW_HXRES_W	07/03/2023	Certificate in Restorative Practices	Y4	8	Special Purpose	1
CW_BRRDA_Y	07/03/2023	Certificate in Data Handling and Analysis	Y5	9	Special Purpose	9
CW_HRDGA_W	07/03/2023	Certificate in Understanding and Responding to Domestic and Gender Based Violence and Abuse	Y4	8	Special Purpose	19
CW_HRHIP_M	07/03/2023	Master of Arts in Humanistic and Integrative Psychotherapy (Clinical)	Y5	9	Master Taught	6

SIGNED:

Head of Faculty



DATE: 07.03.2023

Secretary:

Rosemary Flynn