MINUTES

Meeting	:	Standing Committee of SETU Academic Council
Meeting Number	:	2
Date	:	22nd August 2023
Duration	:	10.00am – 10.50am
Attendees	:	Dr. Derek O'Byrne (Chairperson), Mr. David Denieffe (Secretary), Dr. Colette Moloney, Dr. Yvonne Kavanagh, Dr. Paula Rankin, Dr. Orla O'Donovan, Dr. Zeta Dooly, Dr. David Dowling, Dr. Suzanne Denieffe, Dr. Janette Davies, Dr, Karen Hennessy, Dr. Helen Murphy, Mr Pascal Harte, Dr. Frances Hardiman, Dr. Brian Casey, Dr. Eileen Doyle, Ms. Claire Fitzpatrick, Mr. John Maher, Mr. Ken McCarthy, SU President SETU Carlow, SU President SETU Waterford, SU Education SETU Waterford.
Secretariat	:	Ms. Inna Kuzmenko
Apologies	:	Dr. Victoria McDonagh, Ms. Maura Bolger, Dr. Janette Davies, Dr. Dina Brazil, Mr. Patrick Morgan, Ms. Mary Lyng, Dr. Ken Thomas, Dr. Hazel Farrell, Dr. Laura Keane, Dr. Tom O'Toole, Dr. Cara Daly

1. Matters arising

NOTED: There were no Matters Arising

2. Ratification of Semester 2 Examination Results

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

AGREED: The Standing Committee of Academic Council ratifies and adopts examination results arising from the Summer review examination boards listed in the document "Ratification of Amended Semester 2 Examination Results".

3. Programme Development

3.1 Programme Evaluations:

3.1.1. *PP2 BA (H) Sport Management & Coaching (GAELIC GAMES), BA (H) Sport Management & Coaching (FOOTBALL), BA (H) Sport Management & Coaching (RUGBY)*

NOTED: Programme Board proposed to separate common entry programme into three different programmes. The panel has supported this approach.

AGREED: Approved.

3.1.2.   CE3 BSc in Molecular Biology

NOTED: The proposal will allow L7 & L8 to be delivered together on modules where number are low, which will improve student experience.

AGREED: Approved.

3.1.3.   CE3 BSc in Pharmaceutical Science

NOTED: The proposal will allow L7 & L8 to be delivered together on modules where number are low, which will improve student experience.

AGREED: Approved.

3.1.4.   CE4 Dual Degree programmes in Engineering & Science

NOTED: CE4 proposed the following dual degree programmes for SETU and Nanjing University of Information Science and Technology (NUIST), China:

- *BSc (H) in Applied Computing (International)*
- *BSc (H) in Internet of Things (International)*
- *BSc (H) in Software Engineering (International)*
- *BEng (H) in Electrical and Automation Engineering (International)*
- *BEng (H) in Information Engineering (International)*
- *MEng in Electronic Information Systems*

NOTED: Discussion followed on nature of dual degrees and how they operate. Committee was satisfied that framework is in place and any issues will be dealt with at programme level, as they arise.

AGREED: Approved.

3.1.5.   Desk Review – Certificate in Consumer Protection Law 2

AGREED: Approved.

3.1.6.   Desk Review – Certificate in Equity & Trust Law 1

AGREED: Approved.

3.1.7.   Desk Review – Certificate in Family & Child Law 2

AGREED: Approved.

3.1.8.   Desk Review – BSc (H) in Sport and Exercise Science, BSc (H) in Health and Exercise Science, BSc (H) in Nutrition and Exercise Science

NOTED: A Minor Change application for common entry programmes was originally presented to the Academic Quality & Regulation (AQ&R) Committee on 2nd June 2023; external review was recommended. Desk review was conducted by an external reviewer and changes presented in the minor change were recommended.

Proposed Changes:

1. Swap *Exercise Physiology* (S4) with *Motivational Interviewing* (S3)
2. Swap *Active Ageing* (S8) with *Child and Youth Physical Activity* (S5) (BSc Health and Exercise Science only)
3. Move *Professional Practice and Social Media* from S8 to S6:
   a. Swap with *Sports Medicine* (BSc in Sport and Exercise Science)
   b. Swap with *Food Components and Health* (BSc in Nutrition and Health Science)
   c. Swap with *Sports Medicine* (Elective) and *Nutrition for the Life Cycle* (Elective) (Health and Exercise Science)

AGREED: Approved.

3.2   Minor Changes:

3.2.1.   Doctor of Business Administration

Proposed Change: "Module *Reflective Research Practice* to be delivered in Workshop 1 and that module *Developing Research Ideas* is delivered in Workshop 2. Module *Critical Inquiry Techniques* to be delivered in Workshop 3. *Advanced Statistical Analysis* and *Qualitative Data Analysis*, are delivered in Workshop 4 with the existing module *Research Paper Preparation*. *Research Paper 1* is to be delivered in S5".

NOTED: Following the AQ&R Committee's request, documents submitted by the School were reviewed and accepted by the Standing Committee:
1. existing and proposed schedules in standardised semesterised format;
2. an implementation plan for the changes, phased in beginning with Year 1;
3. a plan to deal with legacy students.

AGREED: Approved.
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3.2.2.   Structured PhD (Health Sciences)
Proposed Changes: "Add the following modules to the School of Health Sciences Structured PhD programme WD_HSPOR_PS:
- Group Development and Workshop Design – A10267
- Personal Development – A11333
- Qualitative Research and Evaluation – A10385
- The Determinants of Health and Well-Being – A10634
- Advanced Personal Development – A11334
- Individual and Social Influences on Health and Well-Being – A10269
- Qualitative Data Analysis – A11335
- Advanced Facilitation Skills – A10268"
Proposed Changes: "The modules to be added to NGENN_PJ and NGENN_PS are:
- RESA-0205   Critiquing Resear Publications
- RESA-0206   Enter the Research Community
- RESA-0207   Und Sys Reviews & Meta-Analys
- HEAL-0186   Group Dev and Workshop Design
- SOCI-0100   Personal Development
- RESA-0087   Qualitative Research & Eval
- HEAL-0187   Determ of Health & Well-Being
- DEVP-0040   Adv Personal Development
- SOCI-0273   Indivual and Social Influences
- DATA-0014   Qualitative Data Analysis"

AGREED: Approved.

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3.2.3. Module 'Applied Finance' – response

Proposed Changes: "Change assessment method from 100% Final Exam to 25% CA and 75% Final Exam"

NOTED: At the last meeting, AQ&R Committee requested amended programme schedules for all programmes on which the module is delivered. These schedules are now submitted.

AGREED: Approved.

3.2.4. Module 'Developmental Psychology'

Proposed Changes: "Assessment for *Developmental Psychology* changed from 100% CA to 100% Exam"

NOTED: At the last meeting, AQ&R Committee requested amended programme schedules for all programmes on which the module is delivered. These schedules are now submitted.

AGREED: Approved.

3.2.5. Module 'Citizenship, Social Justice & Rights'

Proposed Changes: "*Citizenship, Social Justice and Rights* module assessment change from 100% CA to two-hour 100% Final Examination"

NOTED: Programmes affected are BA (H) in Social Science, BA (H) Criminal Justice and BA (H) Applied Criminal Justice.

AGREED: Approved.

3.2.6. Module 'Consolidation of KSVSE'

Proposed Changes: "Permission is sought to amend the module descriptor to reflect the breakdown of the assignment structure and to add a special regulation to the ACS to reflect the failed component requirement i.e. *Students must attend all components of this module and must pass all elements of the assessment*"

NOTED: 30-credit module at the end of L8 programme is a 100% CA consisting of three different components; all parts must be passed as per professional body regulations. Updated module descriptor is required for student handbook.

NOTED: Placement is pass/fail and the assessment seems to be integrated. There must be a repeat opportunity for each part of the assessment.

AGREED: Clarity is needed on the integral nature of the assessment, assessment logic, and repeat opportunity.

3.2.7. MSc in Analytical Science with Quality Management – School Response

Proposed Change: "1) The 30 credit *Research Dissertation* MSc module is mandatory for students of the MSc Analytical Science with Quality Management programme. It is proposed to make the A0 poster and presentation aspect of the module broader by including oral presentation as an assessment method, so that this is no longer solely based on an A0 poster. 2) It is also proposed to increase the weighting of this presentation in the overall assessment from 20% up to 30% of the module assessment in order to give a better balance in assessment of this module".

NOTED: AQ&R Committee requested clarification on the Learning Modes intended on the module descriptor. School response was accepted by the Standing Committee: learning modes

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section was changed to 24 hours online delivery instead of 18 hours online delivery and 6 hours tutorial.

AGREED: Approved.

3.2.8.   BSc (H) in Molecular Biology with Biopharmaceutical Science (S2) – School Response

Proposed Change: "In S2 the *Research Project (Biology L8)* module is updated to include training elements and reflection on sustainability in undergraduate research; to reflect a broader range of project types which may be undertaken by the student".

NOTED: AQ&R Committee requested clarification of resources required. School response was accepted by the Standing Committee of Academic Council: queried 3-hour workshop is a part of 120 hrs practical learning; it can be delivered either in a lecture room or a lab, whichever is available.

AGREED: Approved.

4.   External Examiner Nominations
AGREED: External Examiner nominations were noted and approved by Academic Council.

5.   Postgraduate Matters

AGREED: Postgraduate Matters including approval of internal and external examiner nominations, Research External nominations, notice of intention to present, admissions and withdrawals were noted and approved by Council.

6.   A.O.B.

6.1 Overassessment

NOTED: Committee was concerned of possibility of overassessment as a result of changes to assessment requests, as context of whole programme is often not clear. This is a body of work that needs to be taken on by the Academic Council. There is a need for regulation to avoid duplication of assessment, etc.

6.2 Common templates

NOTED: Members asked when common templates for programme evaluations, minor changes and examiner nomination will be available. Work is in progress. A new Programme Evaluation 1 (PE1) form has been already approved.

6.3 Structured PhDs

NOTED: Question arose on the progress of common Structured PhD regulations. Head of Research will present a draft report at the next Academic Council.

6.4 Call for Expressions of Interest – Artificial Intelligence Advisory Council

NOTED: Nominations are sought to join national AI advisory council. SETU would benefit from representation. Anyone who has a strong interest in this area should apply.

AGREED: J. Maher to forward invitation to D. Denieffe for distribution.

There was no other business and Committee concluded at 10.50am.

Signed: _____   Date: _____

        Dr. Derek O'Byrne