



MINUTES

Meeting	: Standing Committee of SETU Academic Council
Meeting Number	: 1
Date	: 19 th August 2022
Duration	: 11.00am – 11.40am
Attendees	: Dr. Derek O’Byrne (Chairperson), Mr. David Denieffe (Secretary), Dr. Colette Moloney, Dr. Joseph Collins, Dr. Zeta Dooly, Mr. Patrick Morgan, Dr. Laura Keane, Dr. Sharon Harris Byrne, Dr. Suzanne Denieffe, Dr. Mark White, Dr. Janette Davies, Mr Pascal Harte, Dr. Frances Hardiman, Dr. Eileen Doyle, Ms. Claire Fitzpatrick, Mr. John Maher, Ms. Maebh Maher, Dr. Rosemary O’Hara, SU President SETU Waterford, SU Education SETU Waterford.
Secretariat	: Ms. Inna Kuzmenko
Apologies	: Mr. Aubrey Storey, Dr. David Allen, Dr. Anne Graham, Ms. Maura Bolger, Dr. Ken Thomas, Mr. Kevin Doolin.

1. Matters arising

NOTED: The purpose of the Standing Committee is to deal with routine approvals over the summer period. New policies and proposals are generally dealt with by the full Academic Council during the term time.

2. Minor Changes

2.1 Synopsis of Academic Delivery Online applications for 2022/2023

AGREED: On recommendation of the external reviewer, Committee approved the following programmes as having met the requirements for academic delivery online:

- Diploma in Restaurant Management (Springboard) – approved, subject to provision of module descriptors and ACS with reduced hours [*updated documents received 29.08*].
- HC in Manufacturing Engineering (ACCS)
- BEng in Manufacturing Engineering (ACCS)
- BSc (H) in Manufacturing Engineering (ACCS)

2.2 Study Abroad for Scientists (resubmission)

NOTED: The module was approved by external reviewer.

AGREED: Module and associated Minor Changes to add the module to programmes - BSc (H) in Pharmaceutical Science, BSc in Food Science with Business, BSc in Food Science & Innovation, and BSc in Forestry – approved. AC1.SC1.D1

2.3 BEng (H) in Electronic Engineering

Propose Change: “Change ICTE-0021 *Mobile Wireless Telecoms 1* to 100% C/A”

AGREED: Approved. AC1.SC1.D2

2.4 MSc in Computing (Enterprise Software Systems); MSc in Computing (Information Systems Processes)

Proposed Change: “Change two modules *Research Methods & Dissertation Proposal* and *Human Centred Systems* from 50/50 exam/CA to 100% CA. Both modules are common to the two above-named programmes”.

NOTED: Module descriptors are needed to see the breakdown of assessment.

AGREED: Approved, subject to provision of updated module descriptors [*updated documents received 19.09.22*] AC1.SC1.D3.

3. Programme Validation:

3.1 Certificate in Regulated Investment Funds (MTU)

NOTED: This Level 8 Special Purpose Award is an approved programme at MTU. School of Business is seeking to adopt the programme for the delivery in SETU. Each institution will be offering the programme separately; this will not be a jointly awarded programme.

AGREED: Approved, subject to the module descriptors being included with the application and upload to the SETU Waterford module catalogue. AC1.SC1.D4.

3.2 CE2 MSc in Building Regulatory Compliance

NOTED: One discrepancy noted in the programme schedules for both the Postgraduate Diploma and the Masters; the contact is given as 24 hours of tutorials, rather than 24 hours lectures, for the module *Energy Modelling for HVAC Systems and Controls*.

AGREED: Approved, subject to correction of the error in documentation [*updated documentation submitted 31.08.22*] AC1.SC1.D5.

3.3 CE2 MSc in Mental Health Practice for Children & Young People

NOTED: The School Response did not address all of Condition 3. There were some inconsistencies between the contact proposed for modules on the programme schedules for the Major Awards and that proposed for the corresponding modules in the Minor Awards. There was also some ambiguity as to the programme learning outcomes being proposed for the Minor Awards and the title of the Postgraduate Diploma not in the correct format.

AGREED: CE2 referred back to the School for clarify. School to seek advice from Dr. Moloney.

3.4 CE2 CE3 MSc in Analytical Science and Cert in Green Pharma Production

AGREED: Approved. AC1.SC1.D6.

3.5 Carlow - HC in Sustainable Supply Chain & Logistics, including suite of Minor Awards.

NOTED: A revalidated programme proposal (PP2) in collaboration with the Chartered Institute of Logistics and Transport.

AGREED: Approved.

4. Annual Programme Review

4.1 HC and BA in Leadership, Management and Defence Studies (Carlow)

AGREED: New elective modules *Air Corps Senior NCO Course* (20 credits) and *Cavalry Scout Tactical Course* (15 credits) approved for delivery.

5. External examiners approvals (Carlow campus)

AGREED: External Examiners were noted and approved by Council.

6. Research Postgraduate matters

6.1 Research Postgraduate Enrolment Group Report (Waterford)

AGREED: Research Postgraduate Enrolment Group report of 18th August 2022 was noted and approved by Council.

6.2 Postgraduate register update (Carlow)

AGREED: Research External nominations/Transfers/Admissions/Change of study mode were noted and approved by Council.

7. Linked provision (transnational) report for Accra Business School, Ghana

NOTED: Committee noted potential in building on current collaboration between SETU and Ghana. EU funding possibilities should be explored.

AGREED: Linked provision of MSc in Information technology Management, BSc in Cybercrime and IT Security and BSc in Information Technology Management in Accra Business School, Accra, Ghana was approved by the Standing Committee of Academic Council.

8. Exam Results arising primarily from Reviews

AGREED: *Academic Council ratifies and adopts examination results arising from the Summer Review examination boards in SETU Carlow.*

NOTED: The process of ratification of amended examination results will be integrated across two campuses in the next examination session.

9. A.O.B.

NOTED: Committee discussed the effects of late CAO offers on First Year students this year such as late starting date and subsequent difficulty in ensuring a full 12-week tuition in Semester 1. Concerns were raised over the difficult situation with accommodation, which will negatively affect the uptake of programmes by students outside the region.

There was no other business and Committee concluded at 11.40am.

Signed: _____ Date: _____