



**UCD Academic Council  
Comhairle Acadúil UCD**

**Minutes of the meeting of Academic Council  
Thursday 27 April 2023, 2pm  
Auditorium, UCD Village**

**Present: 59  
In Attendance: 4  
Apologies: 19**

This meeting of Academic Council was chaired by the Acting President, Professor Mark Rogers.

The Chair informed members that items under Part 2 of the agenda are for decision en bloc and items under Part 3 are for information. Members were invited to indicate if they wanted any items from these parts moved to Part 1 for discussion. No items were raised.

<b>Decision</b>	<b>Academic Council approved items from Part 2 and noted items from Part 3 of the agenda.</b>
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**1 Apologies**

The Chair acknowledged that a number of apologies had been received.

**2 Minutes and Matters Arising**

**Minutes of the meeting held on 24 November 2022**

The minutes of the meeting held on 24 November 2022 were approved.

**Matters Arising**

There were no matters arising from the minutes.

**Declaration of potential conflicts of interest or perceived conflicts of interest**

None were declared.

**PART 1**

**ITEMS FOR DISCUSSION / DECISION BY ACADEMIC COUNCIL**

**3 Academic Regulations Taught Regulations Review**

The Dean of Undergraduate Studies, Professor Marie Clarke, introduced this item, provided the context to the review of the Taught Academic Regulations and outlined the extensive consultation process that informed the recommendations. The consultation process included Deans, Associate Deans, faculty,

College and School staff and Academic Council subcommittees. Professor Clarke also thanked members of the Working Group for their contribution, in particular the work carried out by Caoimhe Rehill, Office of the Registrar.

The Report provided a high-level overview of the work of the Working Group, a summary of the consultation and feedback process, recommendations of the Working Group and the proposed changes to the text of the Academic Regulations, as per the tracked changes version presented. Professor Clarke outlined each proposed amendment to the Academic Regulations and provided context where appropriate.

During discussion, the following points of note were raised:

- It was queried whether Regulation 3.6 which stipulates that '*a programme may not require a student to take more than 30 credits per trimester (including elective credit)*', places a restriction on programme design and student options. It was clarified that while a programme cannot require a student to take more than 30 credits, a student may choose to take up to 40 credits.
- Regulation 3.7 relating to the 40-credit student workload limit was amended to give Governing Boards more authority to support students to manage their workload and ensure they do not carry too much in the form of resits and repeats.
- The Regulations stipulate that an IX module grade must be remediated within two trimesters of the initial attempt. More clarity should be provided in the Regulations to specify that the initial attempt refers to the initial offering (when the exam is set) which may be followed by two more attempts.
- It was recommended that a Working Group is convened to consider concerns from the student body that component assessments in module resits are capped at Pass/Fail.
- It was queried whether final year students may be allowed resit to enable them complete in time for graduation. It was recommended that a Working Group could look at this issue at a future point.
- Regulation 5.12 – it was agreed to make an editorial amendment to remove an additional 'previously'.

Included in the Working Group Report was a number of high-level recommendations which include the establishment by Academic Council of a number of Working Groups to: maintain ongoing oversight and monitoring of the Academic Regulations to ensure they are responsive to University needs without reliance on formal periodic review; undertake a wider review of specified remediation practices; consider the functions and responsibilities of University Governing Boards, Programme Directors, Programme Examination Boards and School Modular Examination Committees; and consider how the Regulations apply to all overseas offerings, not just UCD Joint Colleges.

<b>Decision</b>	<ul style="list-style-type: none"><li>• <b>Academic Council approved the changes to the Academic Regulations for implementation in September 2024.</b></li><li>• <b>Academic Council approved the proposal to establish Working Groups to address issues identified in the Review.</b></li></ul>
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#### **4 Review of Academic Regulations for Research Degree Programmes**

The Dean of Graduate Studies, Professor Paul McCabe, introduced this item and gave a presentation on the proposed changes identified by the *Research Regulations Review Working Group* to the following research elements of the Academic Regulations:

- Section 7: Regulations for Research Degrees
- Section 8: Regulations for Professional Doctorate Degrees
- Section 9: Regulations for the Degree of Doctor of Medicine (MD)

On the direction of the Working Group, UCD Graduate Studies coordinated an extensive consultation process that included feedback from Heads of School; school administrators, research student supervisors, the Academic Council Committee on Examinations, and the University Programme Board. Since the introduction of the Academic Regulations, UCD Graduate Studies continually monitored the research regulations and amendments were put forward for approval as needed, thereby minimising the need for a large number of updates in the present review. The proposed changes to the Academic Regulations will be implemented for September 2023.

In total the Working Group proposed 14 changes to the Regulations, 10 of which related to changes for minor edits; were discussed by the Working Group with no resultant change; or were changes made to reflect correct lines of responsibility (7.4, 7.23, 7.34, 7.40, 7.43, 7.46, 7.47, 7.52, 7.58, 7.68).

Other substantive changes to the Regulations related to the following sections:

- 7.13 Relationship /engagement between research student and supervisor
- 7.14 Lack of clarity on the eligibility of Research Fellows to act as supervisors
- 7.16 Appointment of a replacement Principal Supervisor
- 7.45 Number of attempts a candidate may make at the Stage Transfer Assessment

During discussion, the following points of note were raised:

- Regulation 7.13 relating to the relationship/engagement between research student and supervisor. It was queried whether consideration might be given to the role of ‘joint supervisors’ rather than ‘principal and co-supervisor’. It was clarified that a principal supervisor is necessary to ensure that one person takes overall responsibility, however, the role of co-supervisor should not be diminished. It was suggested that the wording could be enhanced to better reflect the work undertaken by the co-supervisor. It was also recommended that a Working Group look at supervisory teams and consider if the team might be expanded (i.e. postdoctoral students/staff on contracts of indefinite duration) without having a negative impact on students.
- Regulation 7.16 relating to the appointment of a replacement Principal Supervisor. Guidance should be provided in the event that a Head of School, having made every effort, cannot find a replacement Principal Supervisor. The wording should be amended to allow that in the unlikely or exceptional event that a Principal Supervisor cannot be found, the student should be referred to the Graduate Research Board for consideration who will work cross-college to find a solution, up to and including discontinuation of studies.
- Regulation 7.43 relating to the broadening of eligibility for membership of the Stage Transfer Assessment Panel (STAP). It was clarified that while the Panel used to consist of at least three permanent members of faculty it will now ‘normally consist of 3 members of the faculty of the University at least one of which is a permanent member of faculty’. This change is to be incorporated into the final document. Furthermore, only members of the adjunct and visiting staff of the University who have been ‘approved to act as supervisors, and are included on the Register of Adjunct/Visiting Supervisors’, are eligible for membership of the STAP. Temporary faculty (e.g. Ad Astra) may not be members of the STAP.

Through the consultation process, the Working Group noted a significant amount of feedback relating to the Recognition of Prior Learning (RPL) Policy. However, RPL is deemed to be outside the scope of this Working Group and therefore it is recommended that the consultation feedback should be re-directed by Academic Council to the relevant policy owner (UCD Admissions).

**Decision** • **Academic Council approved the changes recommended by the *Research Regulations Review Working Group* to Sections 7, 8 and 9 of the UCD Academic Regulations subject to an**

additional clarification being added to regulation 7.16.

- **Academic Council agreed to establish a Working Group to consider the appropriate appointment of co-supervisors.**

## **PART 2**

### **ITEMS FOR APPROVAL BY ACADEMIC COUNCIL**

#### **5 Policy for Research Degree Examination**

Following approval by the Academic Council Executive Committee at its meeting of 26 May 2022, a Policy Development Working Group was established to develop a policy that comprises the whole examination process for research students. The Policy is supported by a Guidelines document which outlines the associated processes and procedures. The advantage to the research student is that all information will be held in these two documents, currently students must navigate four separate documents, held in different repositories to obtain comprehensive information on the preparation, submission, processing, examination, and dissemination of graduate research degree theses.

**Decision Academic Council approved the Policy for Research Degree Examination for implementation in September 2023 in line with the introduction of revised UCD Academic Regulations for Research Degrees.**

#### **6 University Academic Calendars**

- a) Commencement of Autumn Trimester Teaching Term 2023-24 – Stage 1 UG students**
- b) Proposed Academic Calendars 2024-25 to 2030-31**

Academic Council sets the University's Academic Calendar following consultation with key operational stakeholders on a cyclical basis. Academic Council was asked to (a) approve a revised start to the teaching term for incoming Stage 1 UG students due to the likely delayed release of Leaving Certificate results in September 2023, and (b) approve the Academic Calendar for 2024-25 and the six subsequent academic sessions.

**Decision**

- **Academic Council approved the proposal that in the likely event of the delayed release of Leaving Certificate results, the teaching term for incoming Stage 1 UG students will commence on Monday 25 September 2023.**
- **Academic Council approved the Academic Calendar for 2024-25 through to 2030-31.**

#### **7 New and Renewed Head of School Appointments**

Head of School appointments are presented to Academic Council for consultation in accordance with Statute 25 (Chapter 17, Paragraph 7).

College	School	Proposed Head of School	Duration
Science	Mathematics and Statistics	Professor Nial Friel	Start Date: 1 September 2023 End Date: 31 August 2026
Arts and Humanities	History	Professor Catherine Cox	Start Date: 1 July 2023 End Date: 30 June 2028

Arts and Humanities	Music	Assistant Professor Tom McAuley	Start Date: 1 September 2023 End Date: 31 August 2024
Engineering and Architecture	Electrical and Electronic Engineering	Associate Professor Paul Curran	Start Date: 1 May 2023 End Date: 30 April 2026
Arts and Humanities	Classics	Dr Martin Brady	<u>Extension</u> Start Date: 1 July 2023 End Date: 30 June 2025
Health and Agriculture Sciences	Medicine	Professor Michael Keane	<u>Extension</u> Start Date: 1 September 2023 End Date: 31 August 2028

**Decision Academic Council endorsed the Head of School appointments as presented.**

### 8 New and Renewed Head of Subject Appointments

Head of Subject appointments are subject to Academic Council approval in accordance with Statute 25 (Chapter 17, Paragraph 11).

School	Subject	Proposed Head of Subject	Duration
Agriculture and Food Science	Food Science	Associate Professor Amalia Scannell	Start Date: 1 April 2023 End Date: 31 August 2026
Languages, Cultures and Linguistics	Italian	Dr Marco Bellardi	Start Date: 1 July 2023 End Date: 30 June 2026
Languages, Cultures and Linguistics	French and Francophone Studies	Associate Professor Derval Conroy	<u>Retrospective</u> Start Date: 22 August 2022 End Date: 21 August 2025

**Decision Academic Council approved the Head of Subject appointments as presented.**

### 9 Proposal for Emeritus Professor/Associate Professor/Assistant Professor

The conferment of Emeritus status is subject to Academic Council approval (as per Statute 25 and the *Governing Authority Schedules of Reserved Decision-Making Authority and of Delegated Authority*).

Name	Emeritus Title	School	Retirement Year
Associate Professor Stuart Bund	Emeritus Associate Professor	Medicine	2023
Professor Gerard Bury	Emeritus Full Professor	Medicine	2023

**Decision Academic Council approved the proposals for Emeritus titles as presented.**

**PART 3**  
**ITEMS FOR NOTING BY ACADEMIC COUNCIL**

**10 Academic Council Committee Approved Minutes**

Academic Council Subcommittee approved minutes were presented to Academic Council for noting, in line with the Academic Council Standing Orders.

Committee	Reference
<b>ACCAC</b> <ul style="list-style-type: none"> <li>• Minutes of meeting held on 12 October 2022</li> </ul>	23.01.N01a
<b>ACCE</b> <ul style="list-style-type: none"> <li>• Minutes of meeting held on 21 October 2022</li> <li>• Minutes of meeting held on 18 November 2022</li> <li>• Minutes of meeting held on 16 December 2022</li> <li>• Minutes of meeting held on 27 January 2023</li> </ul>	23.01.N01b
<b>ACCASP</b> <ul style="list-style-type: none"> <li>• Minutes of meeting held on 9 February 2022</li> <li>• Minutes of meeting held on 13 April 2022</li> <li>• Minutes of meeting held on 22 June 2022</li> <li>• Minutes of meeting held on 19 October 2022</li> </ul>	23.01.N01c
<b>ACCSAC</b> <ul style="list-style-type: none"> <li>• Minutes of meeting held on 24 October 2022</li> </ul>	23.01.N01d
<b>ACEC</b> <ul style="list-style-type: none"> <li>• Minutes of meeting held on 6 October 2022</li> <li>• Minutes of meeting held on 19 January 2023</li> </ul>	23.01.N01e
<b>UPB</b> <ul style="list-style-type: none"> <li>• Minutes of meeting held on 11 October 2022</li> <li>• Minutes of meeting held on 22 November 2022</li> <li>• Minutes of meeting held on 16 February 2023</li> </ul>	23.01.N01f

**Decision Academic Council noted Academic Council Subcommittee approved minutes as presented.**

**11 Academic Council Work Plan 2023/2024**

In accordance with the Academic Council Standing Orders, Academic Council, for planning purposes, should publish a high-level work plan at the last meeting of the preceding academic year for the next academic session, detailing, as far as possible, significant projects relating to academic affairs.

The draft work plan was proposed to Academic Council for noting.

**Decision Academic Council noted the Academic Council Work Plan 2023-2024.**

**12 Representation on 7<sup>th</sup> Governing Authority – Update**

This paper provided Academic Council with a summary for the election of internal members to the 7<sup>th</sup> Governing Authority.

**Decision Academic Council noted the update on Representation to the 7<sup>th</sup> Governing Authority.**

**13 Academic Council Subcommittee Membership (Update)**

The full list of Academic Council Subcommittee Membership 2022-24 was presented to Academic Council at its meeting of 24 November 2022. This paper set-out membership updates that have since taken place.

**Decision Academic Council noted the updates to the membership of Academic Council Subcommittees.**

**14 Visiting Academic and Adjunct Staff Appointments**

Academic Council was asked to note:

- Visiting Academic, Adjunct appointments for noting, from 1st April 2022 to 31st March 2023 under the revised Visiting Academic and Adjunct Staff Appointment Policy introduced in December 2016.
- 2022/2023 Clinical Pathway Appointments for noting under the UCD Medicine Clinical Pathway and under the Dublin Academic Healthcare Centre initiative.

**Decision Academic Council noted the Visiting Academic and Adjunct Staff Appointments, and the Clinical Pathway Appointments.**

**15 Academic Council Meeting Schedule 2023-2024**

Academic Council was asked to note the meeting schedule for the 2023-2024 academic session.

<b>Submission Date</b>	<b>Meeting Date</b>
26 October 2023	23 November 2023 at 2pm
28 March 2024	25 April 2024 at 2pm

**Decision Academic Council noted the meeting schedule for the academic year 2023-2024.**

**Other Business**

The Acting Registrar, Professor Barbara Dooley, acknowledged that this was the final meeting to be chaired by the Acting President, Professor Mark Rogers. The Acting President previously served as the Secretary to Academic Council and prior to that was a longstanding member. The Acting President’s vast contribution to the academic community and to the Academic Council and its Subcommittees was recognised. Academic Council formally thanked the Acting President for all his work.

The Acting President recognised the important work conducted by Academic Council within the University and confirmed he was delighted that his final meeting focused on the Academic Regulations.

Signed: \_\_\_\_\_  
Chairperson

Date: \_\_\_\_\_

**Appendix 1 - Attendees at Academic Council 27 April 2023****Present: 59****In Attendance: 4****Apologies: 19****Chaired by: Acting President, Professor Mark Rogers**

<b>Title</b>	<b>First Name</b>	<b>Last Name</b>	<b>In attendance</b>
Professor	Aoife	Ahern	
	Róisín	Alff	
Professor	Karen	Anderson	Yes
Dr	Pascale	Baker	Yes
Dr	Brett	Becker	Apologies
Professor	Catherine	Blake	Yes
Professor	Paula	Bourke	
Assistant Professor	Martin	Brady	
Professor	John	Brannigan	
Professor	Don	Bredin	
Professor	Michael	Brophy	Yes
Dr	Conor	Buggy	Yes
Assistant Professor	Orla	Byrne	
Professor	Deirdre	Campion	Yes
Professor	Marie	Clarke	Yes
Professor	Danielle	Clarke	
Associate Professor	Marguerite	Clyne	Yes
Dr	Sandra	Collins	Yes
Professor	Maeve	Cooke	
	Ryan	Corley	Apologies
Dr	Philip	Cottrell	
Associate Professor	Edward	Cox	Yes
Assistant Professor	Ciaran	Crilly	
Professor	Tasman	Crowe	
Professor	Mark	Crowe	
Dr	Aoife	De Brún	Yes
Associate Professor	Sharae	Deckard	Apologies
Associate Professor	Kevin	Denny	Apologies
Associate Professor	Neil	Docherty	
Professor	Michael	Doherty	
Associate Professor	Suzanne	Donnelly	Yes
Professor	Barbara	Dooley	Yes
Professor	Gerardine	Doyle	
Professor	Evelyn	Doyle	Yes
Professor	Peter	Duffy	Yes
Dr	Mark	Dukes	Yes
Associate Professor	John	Dunnion	Yes
Assistant Professor	Paul	Dylan-Ennis	Apologies
Associate Professor	Jos	Elkink	Yes
Dr	Caroline	Elliot-Kingston	Yes
Professor	Niall	English	
Full Professor	Alexander	Evans	Yes

Professor	Bryan	Fanning	
	Jack	Finnegan	
Assistant Professor	Kelly	Fitzgerald	Yes
Associate Professor	Shane	Foley	Yes
Dr	Timothy	Frawley	Apologies
Dr	Sarah	Fulham-McQuillan	Apologies
Associate Professor	Helen	Gallagher	Yes
Professor	Susi	Geiger	Apologies
Associate Professor	Amanda	Gibney	Apologies
	Molly	Greenough	Apologies
Professor	Martin	Grunewald	Yes
Professor	Suzanne	Guerin	Apologies
Professor	Patrick	Guiry	
Dr	Vincent	Hargaden	Yes
Professor	Peter	Haughton	
Dr	John	Healy	Apologies
Associate Professor	Ciaran	Heavey	Yes
	Caillum	Hedderman	
Associate Professor	Maeve	Houlihan	Yes
Associate Professor	Neil	Hurley	
Associate Professor	Georgiana	Ifrim	Yes
	Robin	Jowett	
Professor	Lisa	Katz	
Professor	Donncha	Kavanagh	Yes
Professor	Michael	Keane	
Professor	Anne	Keegan	Yes
Professor	Peter	Kennedy	Apologies
	James	Kennelly	
Associate Professor	William	Kinsella	
Professor	Jason	Last	Yes
Professor	Madeleine	Lowery	
Professor	Steven	Loyal	
	Aisling	Maloney	Yes
	Marc	Matouc	Yes
	Shane	McAuley	Apologies
Professor	Eilish	McAuliffe	
Associate Professor	Paul	McCabe	Yes
Assistant Professor	Emma	McDaid	Apologies
Associate Professor	Susan	McDonnell	Yes
	Sarah	McGrath	Yes
Associate Professor	Tara	McMorrow	
Associate Professor	Jonathan	McNulty	Yes
Associate Professor	Maria	Meehan	Yes
Professor	Wim	Meijer	
Associate Professor	Julien	Mercille	
Professor	Frank	Monahan	Yes
Professor	Cal	Muckley	
Professor	William	Mulligan	Yes
Dr	Neal	Murphy	Yes
Professor	Liam	Murphy	Yes

Professor	Aine	Ni Dhubhain	Yes
	Martha	Ní Riada	Yes
	Míde	Nic Fhionnlaoich	Yes
Professor	Michelle	Norris	
Professor	Niamh	Nowlan	Yes
Dr	Harvey	O'Brien	Yes
Dr	Barry	O'Donnell	Yes
Associate Professor	Eoin	O'Neill	
Associate Professor	Emma	O'Neill	Yes
Professor	Michael	O'Neill	Yes
Professor	Aidan	O'Sullivan	
Professor	Federica	Pazzaglia	Yes
Professor	Laurent	Pech	Yes
Associate Professor	Paul	Perry	Yes
Associate Professor	Antoinette	Perry	
Associate Professor	Siofra	Pierse	Yes
Associate Professor	Gillian	Pye	Yes
Assistant Professor	Aideen	Quilty	Yes
Professor	Deirdre	Raftery	
Professor	Mark	Rogers	Yes
Professor	Mark	Scott	
Professor	Eugenia	Siapera	
Professor	Emma	Sokell	Yes
Professor	Kenneth	Stanton	
Professor	James	Sullivan	Apologies
Professor	Aisling	Swaine	
	Hannah	Tilly	
Professor	Fiona	Timmins	Apologies
Professor	Akke	Vellinga	Apologies
Professor	Michael	Wallace	
Professor	Wenxin	Wang	Apologies
Assistant Professor	Jessica	Whelan	Yes
Associate Professor	Taha	Yasseri	

**Non-members in attendance:**

Siobhan Curran, University Secretariat  
Jean Keating, Deputy Director, University Secretariat  
Cameron Murrell, Director, University Secretariat  
Philip O'Hanrahan, University Secretariat