



MINUTES

Meeting	: SETU Academic Council
Meeting Number	: 3
Date	: 7 May 2024
Duration	: 10.15am - 12.40pm
Attendees	: Prof. Veronica Campbell (Chairperson), Mr. David Denieffe (Acting Secretary), Ms. Adele Mahon, Ms. Amanda Freeman-Gater, Mr. Aubrey Storey, Dr. Cathal Nolan, Dr. Cara Daly, Dr. Ciara O'Hagan, Dr. Claire O'Gorman, Mr. Conor Phelan, Dr. Corinne Power O'Mahony, Dr. Daire O'Broin, Dr. Danielle Douglas, Dr. David Dowling, Dr. David O'Callaghan, Dr. David Scanlon, Dr. Dean Callaghan, Mr. Derek Sheridan, Dr. Eileen Doyle-Walsh, Ms. Eleanor Kent, Ms. Emer McGann, Dr. Frances Hardiman, Dr. Geraldine Cleere, Mr. Gregg Murphy, Dr. Hazel Farrell, Dr. Janette Davies, Dr. Karen Hennessy, Dr. Katherine Cagney, Dr. Kathleen Moore-Walsh, Mr. Kevin Doolin, Ms. Laura Widger, Dr. Maeve Doyle, Ms. Mairead Boland Mr. Mark Dunne, Mr. Martin Walshe, Prof. Michael Harrison, Mr. Michael Tobin, Dr. Mrinal Chadha, Ms. Niamh O'Brien, Dr. Pauline Flanagan, Prof. Peter McLoughlin, Mr. Peter Windle, Dr. Richard Coady, Dr. Richard Coady, Ms. Sadhb Reddy, Dr. Sinéad O'Halloran, Ms. Siobhan Wall, Dr. Stephen Whelan, Dr. Suzanne Denieffe, Dr. Thomas O'Toole, Ms. Yvonne Scully.
In attendance	: Dr. Paul O'Leary (Item 6) Dr. Laura Keane (Item 9) Dr. Colette Moloney (Item 10.1) Dr Mike Kinsella (Item 10.2)
Secretariat	: Ms. Inna Kuzmenko
Apologies	: Dr. Derek O'Byrne, Ms. Margaret Maher, Dr. Helen Murphy, Dr. Patricia Mulcahy, Dr. Ken Thomas. Ms. Alicia Lewandowska, Dr. Tony Murphy, Mr. Ronan Larkin.

1. Minutes of Academic Council Meeting of 16 April 2024

AGREED: The minutes of the Academic Council Meeting of 16 April 2024 were approved, subject to addition of phrase "case study" to Item 3.2 *Export Controls Policy*.

2. Matters Arising

On behalf of Academic Council, chairperson expressed condolences to Ms. Margaret Maher on the passing of her Mother.

NOTED: Item 4. *Academic Council Committees Structure and Membership Handbook* was deferred to next meeting due to sponsor's absence.

NOTED: Prof. Peter McLoughlin requested to be added to the Research & Research Programmes Committee of Academic Council.

AGREED: Full membership of the Committees to be brought to the next meeting of Academic Council.

Secretariat

D. O'Byrne

3. Policies for Noting

3.1 SETU Research Degree Regulations

Dr. Thomas O'Toole, chair of Research & Research Programmes Committee (RPC), presented on the proposed regulations.

NOTED: Policy will be effective from 1 September 2024. An operational document to accompany SETU Research Degree Regulations will be discussed at the next RPC and forwarded to Academic Council.

T. O'Toole

NOTED: Members asked Dr. O'Toole to discuss the following matters with the RPC before the operational document is finalised: number of research boards; review portfolio of structured PhD modules; nominal credits for professional doctorate; definition of expected outcome of performance/practice PhD.

NOTED: From September, the Graduate School will take ownership of full research student life cycle in the University.

APPROVED: SETU Research Degree Regulations policy document was approved by Academic Council.

3.2 Supporting and Determining Student's Fitness to Continue in Study – Policy and Procedure

Mr. David Denieffe presented on the policy and procedure when concern is raised over fitness of a student to continue in study.

D. Denieffe

NOTED: Discussion followed and members suggested the following: to include list of supports available; to include guidelines for cases when a student wants to re-engage with the University; to note that a qualified professional will be made available to attend meetings with student together with HOD; to address language inconsistencies in Sections 13 and 14.

AGREED: *Supporting and Determining Student's Fitness to Continue in Study* was approved by Council, subject to discussed amendments.

4. Committee Reports

4.1 Research & Research Programmes Committee

The Minutes of the Research & Research Programmes Committee meeting of the 23 April 2024 were circulated to all members prior to this meeting.

AGREED: A new research centre in the Department of Management & Organisation, School of Business, BRIM–Rikon was approved by the Academic Council.

AGREED: As per the Committee Report the following were approved by Academic Council:

Application Type	Number of Applicants
Intention to Present/Nomination of Examiner	9
Confirmation to Doctoral Register	2
Admission to Level 9/10	1
Changes to supervisory team	3
Clarification on supervisory team roles	3
Exiting Level 9/10 Degrees by Research	2
Deferral	1

4.2 Taught Studies Programmes, Teaching & Learning Committee

The Minutes of the Taught Studies Programmes, Teaching & Learning Committee meeting of the 23 April 2024 were circulated to all members prior to this meeting.

AGREED: The following were approved by Academic Council:

Programme Validations

- CE2 BA and BA (H) in Supporting Individuals Families & Communities
- PP2 Certificate in Business
- PP2 Certificate in Business English 1
- PP2 Certificate in Business English 2
- CE2 MSc/PGDip in Science in Sustainable Agri-Food Systems, and linked Minor Awards
- Single Module - Sustainable Finance & ESG
- Minor change to BA (H) in Culinary Arts
- Minor change to Bachelor of Business (H)

External Examiners

AGREED: As per the Committee report the following were approved by Academic Council

Category	Number of External Examiners
Programme External Examiners – new contracts Sept 2023- Sept 2026	7
Subject Area External Examiners – new contracts Sept 2024 – Sept 2027	1

4.3 Student Experience Committee

No report to note.

4.4 Joint Quality Committee

The Minutes of the Joint Quality Committee inaugural meeting of the 7 April 2024 were circulated to all members prior to this meeting and noted by Council.

5. Academic Delivery Framework

In the absence of the sponsor, Dr. David Scanlon gave an update on the progress of the Academic Delivery Framework working group. To-date, the group has met with senior academics from four international universities to gain insights into their approaches to academic delivery. Over the next few weeks the working group will consider possible enhancement initiatives in the areas of curriculum design, academic performance and quality assurance. It was noted by Academic Council that examples of current good practices should be maintained.

6. Institutional Review update: CINNTE Institutional Profile 2024

Dr. Paul O'Leary joined the meeting and presented on the *CINNTE Institutional Profile 2024* document developed under the lead of Dr. Richard Hayes. This is one of two documents prepared for Institutional Review. The Self-Evaluation Report will be presented to Council in June.

NOTED: It was suggested that further information on the metrics relevant to the European University, EU-Conexus, be included in the document. Overall, Council felt data in the document was data-informed, expressive and accessible.

Chairperson thanked Dr. O'Leary for his update. Dr. O'Leary left the meeting.

7. Ratification of Examination Results

Results for two candidates on a PhD programme in the School of Health Sciences from Autumn 2022/2023 examination session was presented to Academic Council for ratification.

AGREED: Academic Council noted and approved exam results determined at examination board for the Nursing and Health Sciences Department as listed in Appendix A.

8. Leaving Certificate result date

In the absence of the sponsor, Chairperson presented on the Memo from the VP for Academic Affairs in relation to the Leaving Certificate result date for 2024 and its potential impact on First Year experience.

NOTED: Council expressed concerns over systematic reduction in the teaching time of the first year's Semester 1 to 11 weeks. More discussion is needed at the next meeting with additional input from the admissions and student engagement teams.

9. Student Retention Initiatives

Dr. Laura Keane joined the meeting and presented on types of students' needs and initiatives implemented to meet those needs. In the last year 30% more students sought supports, however, funding via PATH 4 is due to cease in June 2025 which was noted as a risk to SETU's ability to support students requiring supports.

NOTED: Members noted that many staff/programme leaders are not aware of all supports available to students. Staff from Student Services could be invited to programme boards to talk about these.

AGREED: Council suggested a pilot student advisory structure with costs and training needs to be determined.

Chairperson thanked Dr. Keane for a very informative presentation. Dr. Keane left the meeting.

L. Keane

10. Governing Body Matters

10.1 Interim report on QQI grade classification

Dr. Colette Moloney joined the meeting to present on grade inflation data requested by QQI. Data shows that there is no obvious upward increase in H1s over the last 10 years across five randomly chosen L8 programmes. Anonymized meta-analysis will be published by QQI in June.

AGREED: QQI report *Analysis of the Variation in Honours Bachelor's Degree Classifications 2012-2022* to be circulated to Council when available.

Chairperson thanked Dr. Moloney for informing Council of this project. Dr. Moloney left the meeting.

10.2 EU-CONEXUS+ Joint Masters programme

Dr. Mike Kinsella joined the meeting and presented on EU-Conexus+ project where SETU is tasked with developing a joint master programme and suite of micro-credentials in the area of Smart Urban Coastal Sustainability. This will be accredited by an external quality assurance agency using the European approach involving QQI.

AGREED: Council accepted the European approach as a way of approval for this particular programme, however, Academic Council requested visibility of the programme structure before submission for validation via the QQI.

M. Kinsella

Chairperson thanked Dr. Kinsella for his part in this collaborative project which will offer great opportunities to University staff and students. Dr. Kinsella left the meeting.

11. A.O.B

There was no other business and the meeting concluded at 12:40pm

Signed: _____ Date: _____

Appendix A

Academic Council meeting 7 May 2024

Item 8 – Ratification of Examination Results



Academic Council Meeting: 7 May 2024

Examination Session: Autumn 2022/2023

Campus: Waterford

School	Department	Programme	No of candidates	Exam Board Date
Health Sciences	Nursing & Health Care Sciences	Doctor of Philosophy WD_NGENN_PJ	2	14.09.2023