

MINUTES OF MEETING NO. 191 OF
THE ACADEMIC COUNCIL
OF DUNDALK INSTITUTE OF TECHNOLOGY
HELD ON FRIDAY 23rd FEBRUARY, 2024

Meeting No 191

191.1.1 In attendance:

Dr. Brian Boyd	Dr. Conor Brady	Mr. Frank Brady
Dr. Breda Brennan	Dr. Kevin Burns	Dr. Anita Byrne
Dr. Eoin Clancy	Mr. Dermot Clarke	Mr Eoin Clarke
Dr. Adele Commins	Ms. Karen Commins	Dr. Bernard Drumm
Mr. Lorcan Dunne	Ms. Sinead Dunne	Dr. Sheila Flanagan
Mr. Peter Gosling	Dr. Peadar Grant	Dr. Myles Hackett
Dr. Edel Healy	Mr. Shane Hill	Mr. Kevin Irwin
Dr. Siobhan Jordan	Dr. Gillian Lambe	Dr. Fiona Lawless
Mr. Mark Lee	Dr. Ronan Lynch	Dr. Paul MacCartan
Dr. Annaleigh Margey	Mr. Pat Mc Ardle	Ms. Emma Mc Caffrey
Prof. Fergal Mc Caffrey	Ms. Irene Mc Causland	Dr. Tim Mc Cormac
Mr. Pat Mc Cormick	Dr. Martin Mc Hugh	Ms. Emer Mc Kenna
Mr. Noel Mc Kenna	Dr. Matthew Molloy	Dr. Patricia Moriarty
Mr. Peter Morris	Dr. Kieran Nolan	Dr. Diarmuid O'Callaghan
Ms. Deirdre O'Malley	Ms. Antoinette Rourke	Dr. Brendan Ryder

191.1.2 Apologies:

Dr. Moira Maguire		
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191.1.3 Absent:

Dr. Thomas Lupton	Dr. Jennifer Fegan	Ms. Siobhan Mc Carthy
Mr. Donal Mc Morland	Ms. Paula Mullen	Mr. John Reid

191.1.4 Minutes & Matters Arising of Academic Council Meeting No. 190 and 190S

Minutes of Meeting No. 190

Proposed by: Mr. Dermot Clarke

Seconded by: Mr. Peter Gosling

No matters arising

Minutes of Meeting No. 190s

Proposed by: Dr. Brian Boyd

Seconded by: Mr. Dermot Clarke

No matters arising.

191.02.01 Sub-committee Minutes**Standing Committee (AC:DOC:191:02:01)**

Dr. Peadar Grant presented the minutes of Standing Committee to Academic Council highlighting two areas of concern with regards to the operationalizing of policies and partial deferrals.

Research Sub-Committee (AC:DOC:191:02:02)

The minutes of the Research Sub-Committee were noted.

Programme Evaluation Sub-Committee (AC:DOC:191:02:03)

Dr. Myles Hackett presented the minutes of Programme Evaluation Sub-Committee to Academic Council with minor changes to programmes noted.

Quality Sub-Committee (AC:DOC:191:02:04)

Dr. Brendan Ryder presented the minutes of the Quality Sub-Committee to Academic Council. He noted that work was on-going among several working groups who will report to the members at future meetings.

Graduate Research Studies Board (AC:DOC:191:02:05)

The minutes of the Graduate Research Studies Board were noted.

Learning and Teaching Sub-Committee (AC:DOC:191:02:06)

Dr. Breda Brennan presented the minutes of the Learning and Teaching Sub-Committee to Academic Council and noting the rolled items on the agenda such as SATLE and the digital badge.

191.03.01 Student Voice – (AC:DOC:191:03:01)

Mr. Eoin Clarke, Student's Union President presented the results of a recent student survey to Academic Council. The Student's Union initiated a survey on the 15th of January, 2024 directly after the Examination period in response to a growing number of complaints regarding stress and anxiety around the Exam period.

The survey consisted of 12 questions and a further comment box at the end for longer answers/thoughts on the matter. The survey was circulated via emails to the entire student body and was promoted through the DkITSU Instagram account and various social media channels. The average response was approx. 145 students from each year. Part-time students were also included in the survey.

There was a high response from international students, around 10%, which is closely correlated to the student body figures.

The main findings of the survey included:

- The appetite from students to move exams from post-Christmas is now stronger than ever, with over 512 students voting for this
- Students are working in part-time jobs; they cannot afford to engage in full-time education anymore without working.
- More than 75% of the responders believe this should be a priority issue for the Institute
- We are only one of 3 HEI's that have not moved to pre-Christmas Exams.
- This survey is completely in-line with previous surveys undertaken in 2010 and 2019 in DkIT.
- The Student's Union has been mandated to look into changing exams to pre-Christmas.

Student's Union Proposal:

To formulate a working group to explore the change of scheduling of Examinations to pre-Christmas.

Members of Academic Council congratulated Student's Union on their survey and endorsed the sentiment to set up a working group to examine the move further as it affects many different areas across the Institute. This was followed by request for a more extensive student survey along with consultation among all stakeholders. A discussion ensued.

It was agreed that a pan-Institute working group be set up and led by Mr. Derek Crilly who is the Liaison Officer for Student's Union.

191.04.01 Examination Results

Motion 191.01

That student(s) in the School of Informatics and Creative Arts be granted Exceptional Progression and have their results approved as listed (AC:DOC:191:04:01)

Proposed By: Dr. Martin Mc Hugh

Seconded By: Prof. Fergal Mc Caffrey

Votes: 39
In Favour: 31
Against: 6
Abstentions: 2

Dr. Martin Mc Hugh outlined the background to the exceptional progression in the School of Informatics and Creative Arts. Members of Academic Council queried on what grounds the exceptional progression (EP) was being sought. In September 2023 there was no space in the classroom for this student and the student couldn't be accommodated as a repeat and attend student and the module was non recoverable. Concerns were expressed over a potential floodgate effect if this motion was passed. Members sought a guarantee that there would be a

space for this student in September 2024. Dr. Brendan Ryder voiced his unease that this exceptional progression (EP) was not in keeping with the spirit of exceptional progression (EP) and was unequitable or fair.

Motion 191.02

That the Academic Council confirms the results of the Examinations as listed in the Examination Result Listing. (AC:DOC:191:04:02)

Proposed by: Dr. Diarmuid O'Callaghan

Seconded by: Dr. Sheila Flanagan

Votes: 38
In Favour: 38
Against: 0
Abstentions: 0

The Examinations Officer circulated a report on the result processing for the January 2024 session.

Result Processing for the January 2024 Session

Between the four Schools and the Examinations Office; results were processed for 4591 students from the 2023/2024 Winter Semester.

Examination Overview January 2024 Session

In the January Examination Session, a total of 3355 students sat 298 separate examinations over 8 days across 4 main venues primarily.

- A total of 150 students were facilitated with a smaller / separate room as part of their special need requirements with a further 27 sitting within a main venue.
- There was a 39% increase year on year in students requiring a separate (1-1) venue.
- In total 60 invigilators managed the exams sessions.

Examination Spot-checks & Examination Infringements January 2023 Session

- Approximately 760 spot checks were carried out during the examinations.
- 9 students were found with prohibited material in the exam halls, and/or in breach of the regulations. Of these, 6 students were found to be in breach of Section 5, part 7 of the Regulations for the Conduct of Examinations, pertaining to mobile phones and electronic devices. Details of all breaches were forwarded to the Disciplinary Officer to be dealt with under the Student Code of Conduct.

Queries during the Examinations

The total amount of examinations that took place was in the region of 298.

Shortened Examination Session

During Q4 2021 the Examinations Office tested and implemented the Scientia Exam Scheduler (ES) product from ES v2.1 to ES v4.0. As a result of this upgrade, we were able to shorten the Examination Session for Jan 2024 to eight days as opposed to the traditional 10 days.

Implementation of Examination Helpdesk

The implementation of the new helpdesk for managing examination queries from academic schools has significantly enhanced efficiency and communication particularly in light of the challenges posed by the previous email-based system.

The transition from email to a centralised helpdesk platform has alleviated the inefficiencies and uncertainties inherent in email communication, such as message duplication, misrouting, and delays in response. Schools have reported a marked reduction in response times and increased clarity in resolution procedures, leading to greater satisfaction among administrative staff.

Each Head of School in turn presented the results from their School and acknowledged the work of the Registrar's Office, Examinations Office, Student Services and the School administration as well as lecturers.

191.05.01 Policies

(A) Updates to Progression Policy for Undergraduate Nursing/Midwifery Students in the Department of Nursing, Midwifery and Early Years (AC:DOC:191:05:01) (AC:DOC:191:05:02)

Motion 191.03

That Academic Council approve the updated Progression Policy for Undergraduate Nursing/Midwifery Students in the Department of Nursing, Midwifery and Early Years (AC:DOC:191:05:01) (AC:DOC:191:05:02)

Proposed by: Dr. Myles Hackett

Seconded by: Dr. Edel Healy

Votes: 35
In Favour: 35
Against: 0
Abstentions: 0

Dr. Myles Hackett presented the updated Progression Policy for Undergraduate Nursing/Midwifery Students in the Department of Nursing, Midwifery and Early Years for approval. He noted a number of minor changes including a change of clinical partners names and a greater emphasis on making students aware that they can appeal.

(b) Micro-credentials Policy**Motion 191.04**

That the Academic Council agrees the following definition for a Micro-credential:

‘Micro-credential’ means the record of the learning outcomes that a learner has acquired following a small volume of learning. These learning outcomes will have been assessed against transparent and clearly defined criteria. Learning experiences leading to micro-credentials are designed to provide the learner with specific knowledge, skills and competences that respond to societal, personal, cultural or labour market needs. Micro-credentials are owned by the learner, can be shared and are portable. They may be stand-alone or combined into larger credentials. They are underpinned by quality assurance following agreed standards in the relevant sector or area of activity.”

(Council of the European Union, 2022, p.13; adopted by the European Commission in June 2023).

Proposed by: Dr. Brendan Ryder

Seconded by: Dr. Sheila Flanagan

Updating wording**Motion 191.04**

That the Academic Council agrees the adoption of the European Council/Commission definition of micro-credentials as follows:

‘Micro-credential’ means the record of the learning outcomes that a learner has acquired following a small volume of learning. These learning outcomes will have been assessed against transparent and clearly defined criteria. Learning experiences leading to micro-credentials are designed to provide the learner with specific knowledge, skills and competences that respond to societal, personal, cultural or labour market needs. Micro-credentials are owned by the learner, can be shared and are portable. They may be stand-alone or combined into larger credentials. They are underpinned by quality assurance following agreed standards in the relevant sector or area of activity.”

(Council of the European Union, 2022, p.13; adopted by the European Commission in June 2023).

Proposed by: Dr. Brendan Ryder

Seconded by: Dr. Sheila Flanagan

Votes: 38
In Favour: 38
Against: 0
Abstentions: 0

Dr. Brendan Ryder outlined the background to this motion on behalf of the working group which he acknowledged. Motion 191.04 is a holding position to be used in the marketing and development of programmes which is in line with what is happening within the sector.

Micro-credentials were widely welcomed by the Members of Academic Council, however some members cautioned against becoming inflexible in the use of stackability of modules during future programme development. A discussion followed.

Motion 191.05

That the Academic Council agrees the following in relation to micro-credentials:

- Micro-credentials with a ECTS credit value of less than 10 ECTS credits, which are aligned with the European Standards and Guidelines (ESG) (ENQA, 2015) through the National Framework of Qualifications (NQF)(Level 6-9), will be permitted;
- Stackability of micro-credentials will require a normal programme/module validation process and subsequent approval by the Academic Council to ensure that the micro-credential is compatible with the proposed higher award;
- Micro-credentials can be used to certify short courses developed by other institutions but should be presented in collaboration with DkIT. Should the relevant Department wish to collaborate with a third party in the development of and/or the running of a micro-credential, this is subject to Academic Council approval;
- A Micro-credentials Policy will address the development, validation, issuing and management of micro-credentials.

Proposed by: Dr. Brendan Ryder
Seconded by: Dr. Sheila Flanagan

Updating wording

Motion 191.05

That the Academic Council agrees the following in relation to micro-credentials:

- Micro-credentials with a ECTS credit value of less than 10 ECTS credits, which are aligned with the European Standards and Guidelines (ESG) (ENQA, 2015) through the National Framework of Qualifications (NQF)(Level 6-9), will be permitted;

Proposed by: Dr. Brendan Ryder
Seconded by: Dr. Sheila Flanagan

Votes: 36
In Favour: 36
Against: 0
Abstentions: 0

191.06.01 Academic Council Constitution**Motion 191.06**

That the Academic Council approves the updated Academic Council Constitution for Dundalk Institute of Technology (AC:DOC:191:06:01) (AC:DOC:191:06:02) (AC:DOC:191:06:03) (AC:DOC:191:06:04)

Proposed by: Dr. Diarmuid O’Callaghan

Seconded by: Dr. Sheila Flanagan

Result (spare vote) to amend the wording and add in an additional line and footnote

Votes: 39
In Favour: 37
Against: 0
Abstentions: 2

Voting on updated Constitution to be amended as discussed

Votes: 41
In Favour: 38
Against: 0
Abstentions: 3

The President commenced the discussion on the amendment of the Academic Council constitution by reminding the members of his recent email outlining the options for this motion.

These suggested amendments have been drafted out of discussions at our recent special meeting regarding the Constitution on 7 February, 2024 Meeting No. 190S.

The current Constitution gives guidance on how amendments to the Constitution are adopted.

6. Changes to the Constitution of the Academic Council

A motion, recommending to the Governing Body a change in the Constitution of the Academic Council, must have the support of at least two-thirds of the actual membership of the Academic Council.

Such a motion may not be inscribed on the agenda as an emergency item.

The current membership is 52 (excluding two unfilled GB seats). Thus over 36 members are required to recommend changes to the current Constitution.

As this is the last meeting of the current Academic Council if an agreement on the proposed membership is not reached, the responsibility for this aspect will be returned to our Governing Body at their next meeting on Tuesday 27th February, 2024.

Section 10 (2) of the RTC Act as amended is cited below.

(2) (a) Each governing body may by regulations made under this section provide for the membership and terms of office of the academic council.

(b) The majority of members shall be holders of academic appointments within the college and at least one shall be a registered student of the college.

(c) The members appointed to the academic council shall hold office for a period of three years and shall be eligible for reappointment.

Section 10 (6) indicates the relationship between Governing Body and Academic Council regarding the Constitution

(6) Subject to the provisions of this Act and to the directions of the governing body, the academic council may regulate its own procedure.

Extension of 15 Minutes

Proposed by: Dr. Peadar Grant

Seconded by: Dr. Breda Brennan

An Academic Council Constitution Working Group was established at the Academic Council meeting (Meeting No. 190) on the 24th November 2023. The membership of the working group is as follows:

Name	Role
Dr Breda Brennan	Head of School of Engineering (Chair)
Dr Brendan Ryder	Head of Academic Planning and Quality Assurance, Registrar's Office.
Dr Myles Hackett	Head of Department of Nursing, Midwifery and Early Years.
Ms Sinead Dunne	Admissions Officer.
Mr Peter Gosling	Lecturer, Department of Computing Science and Mathematics, School of Informatics and Creative Arts.

The working group agreed that the scope of its work would involve updating the Constitution to include:

- Amendments to incorporate statutory requirements relating to gender. The process to achieve this is challenging due to the high proportion of ex-officio membership on Academic Council (currently 46% of membership).
- Amendments to incorporate legislative changes as appropriate. The Act has been amended by the Technological University (TU) legislation, Higher Education Authority (HEA) legislation and other relevant pieces of legislation.
- Limited amendments to the membership with the inclusion of the role of Academic Administration & Student Affairs Manager and the removal of the two governing body

seats. It was not possible, within the time frame available, to carry out an in-depth review of the full membership.

A lengthy discussion on current practices within the sector and how best to achieve gender balance took place. There was a suggestion to add two additional elected constituency members which would be open to all schools.

Concerns were expressed that this may tilt the gender balance as it is a delicate issue. It was finally agreed to add 2+ and an additional line and footnote which states that the members of the new group must be from the minority gender.

The additional footnote reads:-

"Two additional elected members of the minority gender."

Governing Body will now be informed of the change to the Constitution at their meeting on Tuesday 27th February, 2024 by the President.

**191.07.01 Postgraduate Student Feedback (PGRStudentSurvey.ie) 2022/2023
Summary Report (AC:DOC:191:07:01).**

Extension of 15 Minutes

Proposed by: Dr. Peadar Grant

Seconded by: Mr. Peter Gosling

Dr. Tim Mc Cormac presented the findings of the PGR StudentSurvey.ie (Irish Survey of Student Engagement for Postgraduate Research Students) 2020/2021 invited responses from postgraduate research (PGR) students in 22 higher education institutions in Ireland. The survey instrument is based on the UK Postgraduate Research Experience Survey (PRES). The survey is directed at students enrolled in research masters (NFQ Level 9) and research doctorates (NFQ Level 10). The pilot of the PGR survey instrument took place in 2017/2018 and was administered on a biennial basis from 2018/2019. The survey is run in partnership between the Higher Education Authority (HEA), the Irish Universities Association (IUA), the Technological Higher Education Association (THEA) and the Union of Students in Ireland (USI).

Feedback is considered by the Student Survey Working Group annually and an action plan(s) is/are developed and approved by the Academic Council.

This report presents the findings of the *PGR StudentSurvey.ie* fieldwork that took place at Dundalk Institute of Technology (DkIT) in the academic year 2022-2023. The survey ran from the 14th February 2023 to the 6th March 2023 inclusive.

Of the PGR cohort of 93 within DkIT 34 responded representing a response rate of **36.6%** an increase of 3.3% from 2021. For cohorts of <250 the national response rate was **39.3%**.

Considering their year of study in the DkIT cohort:

- Year One: 3 respondents;
- Year Two: 29 respondents;

- PhD 5+: 2 respondents;

Of this cohort there were 7 Masters (41.2%) and 27 (35.5%) PGR students.

Academic School	Number of Respondents
Health and Science	16 (34.8%)
Informatics and Creative Arts	9 (33.3%)
Business and Humanities	5 (50%)
Engineering	4 (40%)

191.08.01 Proposed convention on the titling of minor, special-purpose, and supplemental classes of awards.

(AC:DOC:191:08:01) (AC:DOC:191:08:02)

Motion 191.07

That the Academic Council agrees to abide by the / assents of the proposed QQI titling convention for minor, special-purpose and supplemental classes of awards (until such time that further guidance has been provided by QQI requiring further assent / approval by DkIT):

Higher education minor, special purpose and supplemental awards stems will be required to comply with the following table:

NFQ Level	ECTS credit range	Stem for minor, special purpose and supplemental award classes	Abbreviation
6	All	Certificate	Cert.
7-8	< 60	Certificate	Cert.
	≥ 60	Diploma	Dip.
9	< 60	Certificate	Cert.
	≥60 ^[1]	Diploma	Dip.

The NFQ level of the award is required to appear on the diploma supplement and academic transcript.

This applies to new awards created after the 30th September 2024. Awards already on offer to students should be changed as soon as practicable having regard to the interests of students, but not later than three years from 30 September 2024. These changes do not affect awards already conferred.

The question of whether and when the word “professional” may prefix the award stems is under discussion. This convention does not restrict such usage (except for prefixes that are used by major award types – e.g., advanced, higher, postgraduate, or

prefixes that are likely to cause confusion between major award types and non-major awards), but a future convention may.

Proposed By: Dr. Brendan Ryder.

Seconded By: Dr. Sheila Flanagan.

Votes: 34

In Favour: 34

Against: 0

Abstentions: 0

Dundalk Institute of Technology (DkIT) received correspondence from Quality and Qualifications Ireland (QQI) on the 18th January 2024 on a proposed convention on the titling of Minor, Special-Purpose, and Supplemental Classes of Awards (see QQI paper).

Ireland's educational qualifications system relies on the efforts of numerous autonomous institutions with diverse roles. Both individual and collective responsibilities are crucial for ensuring the credibility and societal benefits of Irish educational qualifications, as well as the educational pathways and programs leading to them.

In 2022, QQI established the Irish Quality and Qualifications Forum (IQQF) Statutory Awarding Body Group (SABG) to initiate high-level discussions on national system-level issues related to quality and qualifications. These discussions encompass topics such as the future development of the National Framework of Qualifications and the supporting quality infrastructure. The inaugural meeting of the IQQF SABG took place on October 5, 2022. Dundalk Institute of Technology (DKIT) is represented by Dr Sheila Flanagan on the IQQF SABG.

The QQI paper ("*Proposed Convention on the Titling of Minor, Special-Purpose, and Supplemental Classes of Awards*") was presented to the IQQF SABG at a meeting on the 30th November 2023. QQI is seeking assent from statutory awarding bodies on the proposed convention. There are two related questions requiring responses. A third question seeks DkIT's views on the need or otherwise for the regulation of use of the term 'professional' in NFQ qualifications.

QQI is seeking a response from DkIT by **Thursday 29th February 2024.**

Dr. Sheila Flanagan outlined the detail of recent discussion at the Council of Registrar's (COR) to Academic Council.

Credits vary across sector (ATU – minimum 20 Credits, others are 30 credits). Postgraduate Level 9 was noted in the document. There are also special and minor awards available (10 credits +). It was agreed to use 30 credits for postgraduate certificates outside of this document.

What is formal NFQ determination? QQI are concerned that traditional universities are producing micro-credentials Level 8 with no validation process in place. Professional in some awards implies that other programmes are not professional. However, it is already being used for some programmes in particular short CPD and teaching programmes. COR recommend that the use of 'professional' only occurs in exceptional circumstances.

Feedback was also received from Institute staff.

191.09.01. Strategic Plan 2024 -2028 – Academic Council Consultation

Ms. Irene Mc Causland acknowledged the responses and the overall support received from members of Academic Council.

191.10.01. Periodic Reviews

Professional Support Units (Student Services) Quality Review-Peer Review Group (PRG) Report, Area Response and Quality Enhancement Plan (QEP) (for noting) (AC:DOC:191:10:01) (AC:DOC:191:10:02)

The Professional Support Units (Student Services) Quality Review-Peer Review Group (PRG) Report, Area Response and Quality Enhancement Plan was noted

191.11.01 Programme Validation

School of Informatics and Creative (AC:DOC:191:11:01)

Department	Programme Title(s) (provisional)	Validation Type	NFQ Level	Award Class	ECTS Credits	Delivery Mode(s)
Computing Science and Mathematics	<i>Postgraduate Diploma in Science in Applied Data Science</i>	New	9	Major	60	Full-time, Full-time Blended, Full-time Online, Part-time, Part-time Blended, Part-time Online
Computing Science and Mathematics	<i>Postgraduate Certificate in Science in Data Analytics with Python</i>	New	9	Minor	20	Full-time, Full-time Blended, Full-time Online, Part-time, Part-time Blended, Part-time Online
Computing Science and Mathematics	<i>Postgraduate Certificate in Science in Data Analytics and Visualisations</i>	New	9	Minor	30	Full-time, Full-time Blended, Full-time Online, Part-time, Part-time Blended, Part-time Online
Computing Science and Mathematics	<i>Postgraduate Certificate in Science in Applied</i>	New	9	Minor	30	Full-time, Full-time Blended, Full-time Online, Part-time,

	<i>Artificial Intelligence</i>					Part-time Blended, Part-time Online
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Motion 191.08

That the Academic Council ratifies approval of the following programme(s)
(AC:DOC:191:11:01):

Proposed By: Professor Fergal McCaffery

Seconded By: Dr. Brendan Ryder

Professor Fergal McCaffery presented a suite of minor award programmes for ratification and thanked everyone involved.

Votes: 38
In Favour: 38
Against: 0
Abstentions: 0

School of Business and Humanities (AC:DOC:191:11:02)**Motion 191.09**

That the Academic Council ratifies approval of the following programme(s)
(AC:DOC:191:11:02):

Department	Programme Title(s) (provisional)	Validation Type	NFQ Level	Award Class	ECTS Credits	Delivery Mode(s)
Business Studies	<i>Master of Business in Strategic Data Analytics for Business</i>	New	9	Major	90	Full-Time, Part-time, Full-time Blended, Part-time Blended, Full-time Online, Part-time Online
Business Studies	<i>Postgraduate Diploma in Business in Strategic Data Analytics for Business (entry and exit)</i>	New	9	Major	60	Full-Time, Part-time, Full-time Blended, Part-time Blended, Full-time Online, Part-time Online

Proposed By: Dr. Patricia Moriarty

Seconded By: Dr. Brendan Ryder

Dr. Patricia Moriarty presented two new major awards to Academic Council for ratification and thanked everyone involved in particular Dr. Fiona Lawless, Head of Department for her guidance and advice.

Votes: 37
In Favour: 37
Against: 0

Abstentions: 0

**191.12.01 N-TUTORR Curriculum Framework / Guiding Principles (for noting)
(AC:DOC:191:12:01)(AC:DOC:191:12:02)**

The N-TUTORR Curriculum Framework / Guiding Principles were noted. These principles are tied to curriculum development and are incorporated in the Programmatic Handbook.

191.13.01 Update of Student Retention Working Group

Dr. Annaleigh Margey updated Academic Council on the progress of the of Student Retention Working Group. They have formulated a plan of action and are currently reviewing existing practices. The group have commenced a consultation process with the Schools, Student services, Students, Programme Directors and are working closely with N-TUTORR.

191.14.01 A.O.B.

The President concluded the final meeting of the current Academic Council 2021- 2024 by acknowledging the successful work of both council and the sub-committees.

Dr. Sheila Flanagan also expressed her gratitude to the members of Academic Council.