

MINUTES OF MEETING NO. 193 OF
THE ACADEMIC COUNCIL
OF DUNDALK INSTITUTE OF TECHNOLOGY
HELD ON FRIDAY 24th MAY, 2024

Meeting No 193**193.2.1 In attendance:**

Dr. Diana Bogusevski	Dr. Brian Boyd	Mr. Frank Brady
Dr. Conor Brady	Dr. Breda Brennan	Dr. Kevin Burns
Dr. Anita Byrne	Ms. Maeve Caraher	Mr. Dermot Clarke
Mr. Eoin Clarke	Dr. Adele Commins	Ms. Karen Commins
Dr. Coleman Dennehy	Ms. Sinead Dunne	Dr. Sheila Flanagan
Ms. Amy Flood	Mr. Peter Gosling	Dr. Myles Hackett
Dr. Edel Healy	Ms. Helen Howley	Mr. Shane Hill
Dr. Siobhan Jordan	Dr. Gillian Lambe	Dr. Moira Maguire
Dr. Annaleigh Margey	Dr. Eamonn Martin	Prof. Fergal Mc Caffrey
Ms. Catherine McCloskey	Mr. Pat Mc Cormick	Dr. Ruth Mc Keever
Dr. Kevin Mc Kenna	Dr. Patricia Moriarty	Ms. Linda Murphy
Dr. Diarmuid O'Callaghan	Ms. Deirdre O'Malley	Ms. Teresa O'Rourke
Ms. Michelle O'Shea	Dr. Jade Pollock	Mr. Conor Reidy
Ms. Eimear Rice	Dr. Kayla Rush	Dr. Brendan Ryder

193.1.2 Apologies:

Dr. Ronan Bree	Dr. Joe Gildea	Ms. Irene Mc Causland
Dr. Tim Mc Cormac	Dr. Martin Mc Hugh	Dr. Kieran Nolan

193.1.3 Absent:

Mr. John Reid	Dr. Fiona Lawless	Mr. Mark Lee
Dr. Paul Mac Artain		

193.1.4 Minutes & Matters Arising of Academic Council Meeting No. 192**Minutes of Meeting No. 192****Proposed by:** Mr. Dermot Clarke**Seconded by:** Mr. Peter Gosling

No matters arising

193.02.01 Sub-committee Minutes**Quality Sub-Committee (AC:DOC:193:02:01)**

Dr. Brendan Ryder presented the minutes of the Quality Sub-Committee to Academic Council. The Sub-Committee is currently working on the Guidelines on the Preparation, Review and

Transfer of Examination Papers. The working group hope to finalise the documents for Academic Council.

Members of the Academic Quality Sub-committee have examined the QQI Statutory Quality Assurance Guidelines for Providers of Blended and Fully Online Learning Programmes (cross-reference with Learning and Teaching Sub-committee)-Implications for the Design and Approval of Programmes Policy.

Graduate Research Studies Board (AC:DOC:193:02:02)

The minutes of the Graduate Research Studies Board were noted. This was the last meeting of Professor Joe Stokes.

Programme Evaluation Sub-Committee (AC:DOC:193:02:03)

Dr. Myles Hackett presented the minutes of the Programme Evaluation Sub-Committee to Academic Council.

New Chairperson elected : Mr. Shane Hill

New Vice Chairperson elected: Mr. Pat Mc Cormick

Research Sub-Committee (AC:DOC:193:02:04)

The minutes of the Research Sub-Committee were noted

New Chairperson elected : Dr. Adele Commins

New Vice Chairperson elected: Dr. Fergal O'Rourke

193:03:01 Student Voice

No Student Voice

193:04:01 Validations

(A) School of Health and Science (AC:DOC:193:04:01)

Motion 193.01

That the Academic Council ratifies approval of the following programme(s)
(AC:DOC:193:04:01):

Department	Programme Title(s) (provisional)	Validation Type	NFQ Level	Award Class	ECTS Credits	Delivery Mode(s)
Nursing, Midwifery and Early Years	<i>Master of Science in Nursing in Community Mental Health Nursing</i>	New	9	Major	90	Part-time Blended

Nursing, Midwifery and Early Years	<i>Postgraduate Diploma in Science in Nursing in Community Mental Health Nursing (Entry and Exit)</i>	New	9	Major	60	Part-time Blended
Nursing, Midwifery and Early Years	<i>Certificate in Science in Nursing in Community Mental Health Nursing (Entry and Exit)</i>	New	9	Minor	30	Part-time Blended
Nursing, Midwifery and Early Years	<i>Certificate in Nursing in Trauma Informed Care</i>	New	9	Minor	10	Part-time Blended

Proposed By: Dr Edel Healy

Seconded By: Dr Brendan Ryder

Deferred to the next meeting

(B) Programme Validation–School of Informatics and Creative Arts (AC:DOC:193:04:02)

Motion 193.02

That the Academic Council ratifies approval of the following programme(s)

(AC:DOC:193:04:02):

Department	Programme Title(s) (provisional)	Validation Type	NFQ Level	Award Class	ECTS Credits	Delivery Mode(s)
Creative Arts, Media and Music	<i>Bachelor of Arts (Honours) in Music and Performance Technologies</i>	New	8	Major	240	Full-time, Part-time
Creative Arts, Media and Music	<i>Bachelor of Arts in Music and Performance Technologies (Entry and Exit Award)</i>	New	7	Major	180	Full-time, Part-time
Creative Arts, Media and Music	<i>Higher Certificate in Arts in Music and Performance Technologies (Exit Award)</i>	New	6	Major	120	Full-time, Part-time
Creative Arts, Media and Music	<i>Bachelor of Arts (Honours) in Sound Design</i>	New	8	Major	240	Full-time, Part-time
Creative Arts, Media and Music	<i>Bachelor of Arts in Sound Design (Entry and Exit Award)</i>	New	7	Major	180	Full-time, Part-time

Creative Arts, Media and Music	<i>Higher Certificate in Arts in Sound Design (Exit Award)</i>	New	6	Major	120	Full-time, Part-time
Creative Arts, Media and Music	<i>Bachelor of Arts (Honours) in Audio Development</i>	New	8	Major	240	Full-time, Part-time
Creative Arts, Media and Music	<i>Bachelor of Arts in Audio Development(Entry and Exit Award)</i>	New	7	Major	180	Full-time, Part-time
Creative Arts, Media and Music	<i>Higher Certificate in Arts in Audio Development (Exit Award)</i>	New	6	Major	120	Full-time, Part-time

Proposed by: Prof. Fergal McCaffery

Seconded by: Dr. Brendan Ryder

Votes: 36

In Favour: 36

Against: 0

Abstention: 0

Prof. Fergal McCaffery presented a suite of new programmes over three areas with entry at Level 7 and Level 8 on the CAO. He acknowledged the work of the development team headed by Dr. Adele Commins and thanked the Registrar's Office

(C) School of Engineering

Motion 193.03

That Academic Council approve the School of Engineering as a collaborating provider of the following programmes validated by ATU (Galway)
(AC:DOC:193:04:03; AC:DOC:193:04:04):

- Higher Certificate in Engineering in Manufacturing Engineering (Apprenticeship Mode).
- Bachelor of Engineering in Manufacturing Engineering (Apprenticeship Mode).
- Bachelor of Engineering (Honours) in Advanced Manufacturing Engineering (Apprenticeship Mode).
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Proposed by: Dr. Breda Brennan

Seconded by: Dr. Brendan Ryder

Votes: 38
In Favour: 38
Against: 0
Abstention: 0

Dr. Breda Brennan outlined the background to Academic Council on the new consortium programmes with IBEC as Industry Lead and ATU (Galway Campus) as educational lead. Dundalk Institute of Technology award the students on completion.

Motion 193.04

That Academic Council approve the Programme Special Regulations for the delivery of the following programmes (AC:DOC:193:04:05):

- Higher Certificate in Engineering in Manufacturing Engineering (Apprenticeship Mode).
- Bachelor of Engineering in Manufacturing Engineering (Apprenticeship Mode).
- Bachelor of Engineering (Honours) in Advanced Manufacturing Engineering (Apprenticeship Mode).

Proposed by: Dr. Breda Brennan

Seconded by: Dr. Brendan Ryder

Votes: 39
In Favour: 39
Against: 0
Abstention: 0

Dr. Breda Brennan explained to Academic Council Members that as part of the signing of the MOU and Consortium Agreement. Dundalk Institute of Technology is obliged to align the quality assurance of the programme with ATU.

As a result, Dundalk Institute of Technology requires agreement on five derogations which are specific to this programme. These only apply to students on the programme and it is the responsibility of the school to ensure they are implemented. It was noted that these will need to be done manually at the examination boards.

193:05:01 Annual Monitoring

(A) External Examiners

Motion 193.05

That the Academic Council confirms the appointment of the External Examiners for the School of Informatics and Creative Arts

Title & Position – Dr. Eoin Smith, Course Director and Lecturer, Pulse College

Programme (s) –

Bachelor of Arts in Audio and Music Production
Bachelor of Arts (Honours) in Audio and Music Production

Time – 1st October 2024 to 30th September, 2027

Proposed by: Dr. Adele Commins

Seconded by: Prof. Fergal Mc Caffrey

Votes: 37

In Favour: 37

Against: 0

Abstention: 0

Dr. Adele Commins presented a new External Examiner for consideration.

(B) Programmatic Review 2024-2026 Timelines (AC:DOC:193:05:01).

Motion 193.06

That the Academic Council approves the timelines for the Programmatic Review 2024-2026 (AC:DOC:193:05:01):

Proposed by: Dr. Sheila Flanagan

Seconded by: Dr. Patricia Moriarty

Votes: 36

In Favour: 34

Against: 0

Abstention: 2

Dr. Sheila Flanagan, Vice President for Academic Affairs and Registrar presented the timelines for the Programmatic Review 2024-2026 for approval by Academic Council.

2024-2025

School of Engineering
School of Health and Science

2025-2026

School of Business and Humanities
School of Informatics and Creative Media

It was noted that Programmatic Review is a critical part of the Quality Assurance process and is considered a complex and significant piece of work for many staff throughout the Institute.

Ms. Sinead Dunne requested that it be noted that the 2nd June leaves very little time for set-up of programmes and will impact greatly on registration and timetabling for the following September.

The Registrar confirmed that this was discussed in great detail at the Programmatic Review steering group meetings, and that the timetable had been amended as much as possible and it was noted that additional personnel would be required.

It was proposed that one possible solution was to set up the completed programmes where no changes are required prior to the final approval by the review panel. A discussion ensued.

193:06:01 Policies

Entry Requirements for Bachelor of Arts in Community Youth Work and Bachelor of Arts (Hons) in Applied Youth Work (AC:DOC:193:06:01).

Motion 193.07

That Academic Council confirms the removal of Mathematics from the Entry Requirements for Bachelor of Arts in Community Youth Work and Bachelor of Arts (Honours) in Applied Youth Work with immediate effect (AC:DOC:193:06:01).

Proposed by: Dr. Annaleigh Margey

Seconded by: Dr. Patricia Moriarty

Votes: 35

In Favour: 35

Against: 0

Abstention: 0

Dr. Annaleigh Margey and Dr. Patricia Moriarty brought a proposal to Academic Council to remove the mathematics entry requirement to both the Level 7 Bachelor of Arts in Community Youth Work and Level 8 Bachelor of Arts (Hons) in Applied Youth Work (full-time and part-time modes). As this is a vocational programme, with modules aimed entirely at developing competent practitioners for the field of youth work, mathematics is not a prerequisite for study.

To date, mathematics has been a barrier to entry for many existing practitioners seeking to return to part-time study in youth work. Current, and future, students may also perceive it to be a barrier to their progression in the field. An analysis of competitor programmes also suggests that several have removed the mathematics entry requirement.

The current entry requirements for the programmes are the standard entry requirements for both Level 7 and Level 8 programmes.

In addition, all applicants must attend, and pass, an interview for entry to the programme, as a requirement of the endorsement body for youth work education, NSETS.

A discussion followed on the timeline for how soon the mathematics requirement could be removed from the CAO. Ms. Sinead Dunne, Admissions Officer to contact the CAO as the Department would like to see it implemented for September 2024.

193:07:01 Conferring Dates (31st October and 1st November, 2024) for noting.

The Conferring Dates for 2024 were noted.

193:08:01 Register of Prizes

Motion 193.08

That the Academic Council confirms the establishment of the following School Prize(s) in the School of Business and Humanities (AC:DOC:193:08:01):

“ACCA Prize for Academic Excellence on the Bachelor of Arts (Honours) in Accounting and Finance”

Proposed by: Dr Patricia Moriarty

Seconded by: Mr. Shane Hill

Votes: 36

In Favour: 36

Against: 0

Abstention: 0

Dr. Patricia Moriarty and Mr. Shane Hill presented a motion for the addition of a new prize entitled “ACCA Prize for Academic Excellence on the Bachelor of Arts (Honours) in Accounting and Finance” to the Register of Prizes.

Mr. Hill acknowledged the long-standing relationship with ACCA. The prize will be awarded to student with highest overall GPA on BA (Hons) in Accounting and Finance at DkIT

Motion 193.09

That the Academic Council confirms the establishment of the following School Prize(s) in the School of Health and Science (AC:DOC:193:08:02):

“Geraldine Killeen Prize for Care, Compassion and Commitment in Intellectual Disability Nursing.”

Proposed by: Dr. Edel Healy

Seconded by: Dr. Myles Hackett

Votes: 36

In Favour: 36

Against: 0

Abstention: 0

Dr. Edel Healy and Dr. Myles Hackett presented this poignant prize the “Geraldine Killeen Prize for Care, Compassion and Commitment in Intellectual Disability Nursing” for entry onto the Register of Prizes to be presented at the Graduation Ceremony in memory of their very dear colleague Geraldine.

Geraldine worked in DkIT since 2003 and sadly passed away in August 2023. Geraldine was an Intellectual Disability Nurse in St. John of God North East Services and worked with our students in the Nursing and Midwifery Allocations Office.

This honour will be awarded to the student who exemplifies core caring, compassion and commitment values. These values are reflective of the nature and character of Geraldine and are aligned to the core values of a nursing graduate as specified by the HSE and NMBI. Final Year students of the Bachelor of Science Honours in the Intellectual Disability Nursing programme shall be eligible for this award.

Dr. Myles Hackett noted that the development of the prize was a joint venture between both her clinical and Dundalk Institute of Technology colleagues with the approval of her family.

193:09:01 A.O.B.

The President and Dr. Edel Healy acknowledged Dr. Myles Hackett’s contribution to Academic Council and in particular the Programme Evaluation Sub-Committee over the last 14 years and wished him well in the future.