UCD Academic Council
Comhairle Acadúil UCD

Minutes of the meeting of the Academic Council
Thursday 24 November 2022, 2pm
Auditorium, UCD Village

Present: 66
In Attendance: 6
Apologies: 24

This meeting of Academic Council was chaired by the Acting President, Professor Mark Rogers. The Chair requested a minute silence on behalf of the following individuals who had recently passed away:
- Professor John Sheridan, Head of School of Electrical and Electronic Engineering
- Professor John Kelly, former Registrar of UCD
- Dr Gerrard Wright, former College Secretary
- Dr Michael Wiedorn, School of Languages, Cultures and Linguistics

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

Decision	Academic Council approved items from Part 2 and noted items from Part 3 of the agenda.

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

2   Minutes and Matters Arising

Minutes of the meeting held on 21 April 2022
The minutes of the meeting held on 21 April 2022 were approved subject to a title correction.

Matters Arising

Item 13, AC 21/04/22, 'New and Renewed Head of School Appointments'
- Academic Council was informed that Professor Suzanne Guerin's extension as Head of School was resubmitted in error to Academic Council at its meeting on 21 April 2022 for one year only (2022-23). The extension was already approved for two years (2022-24) by Academic Council at its meeting on 22 April 2021.

- Academic Council was informed that the Head of School appointment for Professor Orina Belton, approved from 1 September 2022 to 31 August 2027, has been postponed. The Academic Council Executive Committee (August 2022) approved the reappointment of Professor Wim Meijer for one year from 1 September 2022 until 31 August 2023.

<u>Item 10a, AC 21/04/22, 'Election of Academic Council Members to the Search and Selection Committees for the Appointment of the President' / Item 10b' Recommendations for Elections to Search Committee and Selection Committee'</u>
Academic Council was informed that the response from the Governing Authority to the issues raised by Academic Council regarding the procedures for the appointment of the next president of UCD, was presented under item 21 for noting on the agenda.

Declaration of potential conflicts of interest or perceived conflicts of interest
None were declared.

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<u>PART 1</u>
ITEMS FOR DISCUSSION / DECISION BY ACADEMIC COUNCIL

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3   QQI Principles for Professional Engagements with Education Providers, including Programme Validation, Professional Accreditation and Approval
The Director of Quality Assurance, Bronwyn Molony, was in attendance to introduce this item.

The Principles document was developed by the Quality and Qualifications Ireland (QQI) in collaboration with the Higher Education Institutions, Irish Universities Association (IUA) and Professional Statutory and Regulatory Bodies (PSRBs). It provides a set of high-level principles for awarding bodies and PSRBs on programme validation and programme accreditation/re-accreditation that supports a complementary approach on validating, accrediting and approving programmes. Its purpose is to avoid unnecessary overlap of processes and decrease administrative burdens for institutions. HEIs and PSRBs have been requested by QQI to consider endorsement of the Principles and institutions' names will be published on the QQI website.

The University Programmes Board (UPB) had considered the Principles document at its meeting on 11 October 2022. The document generated a considerable amount of discussion, in particular, with colleagues working directly with professional accreditation bodies. UPB recommended that UCD should not endorse the Principles. A briefing note on the discussions held at UPB (and ACQEC) was included for information.

Academic Council noted that there is no statutory requirement to implement the Principles. Meeting the requirements set-out in the Principles document would require additional resources and increase workloads. The benefit to the University in endorsing the Principals was unclear. Academic Council agreed that the University's key priority is to maintain the integrity of UCD awards and its programme offerings.

Academic Council was informed that other IUA universities have signed up and UCD would be an exception by not endorsing the Principles. However, UCD can decide to sign up at a later stage.

Decision	Academic Council approved the UPB recommendation not to endorse the QQI *Principles for Professional Engagements with Education Providers, including Programme Validation, Professional Accreditation and Approval.*

4   UCD Intellectual Property Policy

The Director of Enterprise and Commercialisation, Tom Flanagan, was in attendance to speak to this item.

The revised Intellectual Property Policy was endorsed by UMT on 1 November and once ratified by Academic Council, will go to Governing Authority for final approval. The updated Policy ensures that UCD meets the new HEA requirement to update the policy every four years. Proposed changes to the Policy include:

- The Commercialisation Committee may recommend to UMT to share proceeds from an equity sale with inventors where the inventors do not receive a share of licence income.
- All UCD Spin-out Companies are required to make provision for a future Employee Stock Option Plan (ESOP) and founder equity to attract key executives to join the company in the pre-investment phase.
- UCD shall be protected from any dilution until such time as the Company shall have received more than €250,000 in cash.
- Royalties received by inventors will not contribute to their pension calculations.
- Disputes may be referred to mediation by a mediator agreed by the parties, or in default of agreement, appointed by the president of the Mediators Institute of Ireland.

During discussion concerns were raised regarding the ownership of IP (section 1.1). The wording surrounding the ownership of teaching materials should be more carefully nuanced to assuage any concerns academics may have, in particular, relating to online material/recordings. The way the section is currently written acts as a barrier to lecturers providing lecture content online. Of key priority to the University is that teaching materials continue to be made available to the student for their time in UCD even if a lecturer resigns.

Academic Council agreed that editorial changes are required to section 1.1 and a modified version will need to be resubmitted to Academic Council for approval in advance of submission to Governing Authority.

Decision	Academic Council did not approve the updated UCD Intellectual Property Policy.

5   Amendments to the UCD Examination Regulations
Professor Peter Duffy, Chair of the Academic Council Committee on Examinations (ACCE), introduced this item.

Following on from the summer examination session, it was noted by Invigilators that students did not consider smart watches electronic devices and therefore did not remove them before exams. The Academic Council Committee on Examinations (ACCE) reviewed the Examination Regulations and updated them to clarify the definition of an electronic device. Academic Council agreed there should be no unintended consequences for those who use medical devices.

Decision	Academic Council approved the amendments to the UCD Examination Regulations.

6   Amendment to Existing Subject Title
The Head of Subject, Professor Anne Keegan, introduced this item.

Academic Council considered the proposal to amend the subject title from 'Human Resources and Industrial Relations' to 'Human Resource Management and Employment Relations'. It was highlighted that the Subject Area has been called 'Human Resource Management and Employment Relations' for at least five years. The name change was introduced prior to 2017 but the requisite approval process for the

change was not completed at the time due to an oversight by the College.

Decision	Academic Council approved the amendment to the existing subject title.

7 • **ACEC Response to Academic Council Subcommittee Annual Reports 2021-2022**
   • **AC Subcommittee Annual Reports 2021-2022**
The Acting Registrar introduced this item.

In accordance with the Academic Council Standing Orders (section 5.4), Academic Council Subcommittees are required to submit an annual report to Academic Council. The Academic Council Executive Committee (ACEC), at its meeting on 6 October 2022, reviewed and discussed the Annual Reports. The Chair of each Subcommittee was given an opportunity to highlight areas of good practice and areas which require further consideration in the upcoming academic year. The ACEC Response provides a condensed overview of the discussion. The Acting Registrar acknowledged the important work conducted by the Subcommittees, and thanked Chairs and members for their contribution.

Decision	• **Academic Council approved the ACEC Response to the AC Subcommittee Annual Reports.**
	• **Academic Council noted the AC Subcommittee Annual Reports.**

<u>**PART 2**</u>
ITEMS FOR APPROVAL BY ACADEMIC COUNCIL

8   Recommended Candidates for Award of Tenure 2022
At its meeting on 12 October 2022, the UCD Tenure Committee agreed to recommend to Academic Council for approval a number of Lecturer/Assistant Lecturers and Associate Professors for the award of tenure, effective 1 October 2022.

Decision	Academic Council approved the UCD Tenure Committee recommendations for the award of tenure as presented.

9   Academic Council Committee on Academic Centres (ACCAC) Report
The ACCAC Report recommended the appointment of Professor Imelda Maher, UCD School of Law, as the new Centre Director for the *Dublin European Institute.*

Decision	Academic Council approved the ACCAC Report and recommendation therein.

10   Proposal to establish the Academic Council Committee on Student Appeals and Complaints (ACCSAC) Working Groups
ACCSAC sought the approval of Academic Council to establish two working groups to undertake project activities included in the ACCSAC's Work Programme 2022/2023, as part of its Annual Report 2021/2022.

Decision	Academic Council approved the proposal from ACCSAC to establish two working groups.

11   New and Renewed Head of School Appointments
Head of School appointments are presented to Academic Council for consultation (Statute 25, Chapter 17, Paragraph 7). The 'temporary' Head of School appointment is presented for noting in accordance with Statue 25 (Chapter 17, Paragraph 9).

College	School	Proposed Head of	Duration

		School	
Social Sciences and Law	Archaeology	Professor Aidan O'Sullivan	Start Date: 23 January 2023 End Date: 22 January 2026
Engineering and Architecture	Electrical and Electronic Engineering	Professor Peter Kennedy	Start Date: 01/11/2022 End Date: 30/04/2023

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

12   **New and Renewed Head of Subject Appointments**
Head of Subject appointments are subject to Academic Council approval in accordance with Statue 25 (Chapter 17, Paragraph 11).

School	Subject	Proposed Head of Subject	Duration
School of Languages, Cultures and Linguistics	Portuguese	Dr Síofra Pierse	Start Date: 01/01/2023 End Date: 01/06/2025

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

13   **Proposal for Emeritus Professor/Associate Professor/Assistant Professor**
The conferment of Emeritus status is subject to Academic Council approval (as per Statue 25 and the *Governing Authority Schedules of Reserved Decision-Making Authority and of Delegated Authority*).

Name	Emeritus Title	School	Retirement Year
Professor Mohamed Al-Rubeai	Emeritus Full Professor	Chemical and Bioprocess Engineering	(Retrospective) 2015
Associate Professor David Timoney	Emeritus Associate Professor	Mechanical and Materials Engineering	2022

Decision   **Academic Council approved the Proposal for Emeritus Professor/Associate Professor/Assistant Professor as presented.**

14   **Academic Council Sub-Committee Membership**
The new membership term for Academic Council Subcommittees commenced on 1 September 2022. The new term of office will be for two years to allow for alignment with the term of Academic Council, ending 31 August 2024. Membership of Academic Council Subcommittees 2022-24 was presented to Academic Council for formal approval.

Decision   **Academic Council formally approved the membership of Academic Council Subcommittees for the term September 2022 to August 2024.**

15   **Academic Council Membership – President and Registrar Nominees**
In accordance with the Academic Council Terms of Reference and the Academic Council Composition Working Group Report (AC 26 November 2020), the President and Registrar may nominate up to three

persons each to Academic Council. Academic Council was asked to approve the proposed nominees put forward by the Acting President and Acting Registrar to act on the Academic Council.

Decision	**Academic Council approved the proposed President and Registrar nominees.**

16 Academic Council Committee on Student Conduct and Capacity (ACCSCC) Terms of Reference Update
Academic Council was asked to approve amendments to the composition of ACCSCC and to update the Terms of Reference accordingly.

Decision	**Academic Council approved the update to the ACCSCC Terms of Reference.**

17 Academic Council Quality Enhancement Committee (ACQEC) Terms of Reference Update
Academic Council was asked to approve an amendment to the composition of ACQEC and to update the Terms of Reference accordingly.

Decision	**Academic Council approved the amendment to the composition of ACQEC.**

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PART 3
ITEMS FOR NOTING BY ACADEMIC COUNCIL

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18 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
ACCAC • Minutes of meeting held on 13 October 2021 • Minutes of meeting held on 27 April 2022	22.02.N01a
ACCE • Minutes of meeting held on 28 January 2022 • Minutes of meeting held on 25 February 2022 • Minutes of meeting held on 25 March 2022 • Minutes of meeting held on 22 April 2022 • Minutes of meeting held on 20 May 2022 • Minutes of meeting held on 24 June 2022 • Minutes of meeting held on 22 July 2022 • Minutes of meeting held on 16 September 2022	22.02.N01b
ACCSAC • Minutes of meeting held on 6 December 2021 • Minutes of meeting held on 14 March 2022 • Minutes of meeting held on 25 April 2022	22.02.N01c
ACCSCC • Minutes of meeting held on 23 February 2022 • Minutes of meeting held on 26 April 2022	22.02.N01d
ACEC	22.02.N01e

• Minutes of meeting held on 7 March 2022 • Minutes of meeting held on 26 May 2022	
ACQEC • Minutes of meeting held on 2 February 2022 • Minutes of meeting held on 28 April 2022	22.02.N01f
UPB • Minutes of meeting held on 17 February 2022 • Minutes of meeting held on 7 April 2022 • Minutes of meeting held on 19 May 2022	22.02.N01g

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

19   Faculty Promotions Committee Annual Report 2021-22.
The purpose of the report is to provide Academic Council with an update on the Faculty Promotion process for the period 1 September 2021 to 31 August 2022. The Report also provides the cumulative statistics for the five year period from 1 September 2017 to 31 August 2022.

Decision	**Academic Council noted the Faculty Promotions Committee Annual Report 2021-22.**

20   Academic Council Schedule of Reserved Decision-Making Authority
The Academic Council Schedule of Reserved Decision-Making Authority was approved by Academic Council on 26 November 2020. The Schedule sets out the decisions which are reserved to the Academic Council and cannot be taken by other Committees – as stated in the document, such decisions will only be taken by the Academic Council Executive Committee in exceptional circumstances. In accordance with the Academic Council Standing Orders (section 4.4), the Schedule will be reviewed and noted at the first meeting of the Academic
Council each year.

Decision	**Academic Council noted the Schedule of Reserved Decision-Making Authority.**

21   UCD Subject Register
In accordance with the 'Procedures for the Emergence and Review of Subjects', the UCD Subject Register is noted at the first meeting of the Academic Council each year. The Register outlines the University's Heads of Subject as of 3 November 2022.

Decision	**Academic Council noted the UCD Subject Register.**

22   Academic Regulations Review
The submission provided a brief update on the ongoing high-level review of the Academic Regulations. Academic Council approved this review in April 2019, and two Working Groups have since been constituted to undertake this review – focusing on taught regulations and research regulations respectively. The update indicates the Working Group membership, consultation, and highlights early-stage emergent issues.

Decision	**Academic Council noted the update on the Academic Regulations Review.**

23 **Governing Authority response to the issues raised by Academic Council regarding the procedures for the appointment of the next President of UCD**
Academic Council, at its meeting on 21 April 2022, approved the process by which it would elect two of its members for each of the Search and Selection Committees that the Governing Authority has established to progress the appointment of the next President at UCD. In the course of discussing this item, the Academic Council requested that four issues regarding this process be communicated to the Governing Authority. These matters were raised at the Governing Authority meeting on 12 May 2022. The Governing Authority wished to express its thanks to the Academic Council and provided a response to each of the points that were raised.

Decision	Academic Council noted the response from the Governing Authority to issues raised by Academic Council in relation to the procedures for the appointment of the next President of UCD.

24 **Conflict of Interest Policy**
Academic Council was asked to note the Conflict of Interest Policy as per protocol at the first meeting of the academic year.

Decision	Academic council noted the Conflict of Interest Policy.

25 **GDPR Summary for Committees**
Academic Council was asked to note the GDPR Summary as per protocol at the first meeting of the academic year.

Decision	Academic Council noted the GDPR Summary.

26 **Academic Council Standing Orders**
Academic Council was asked to note the Standing Orders as per protocol at the first meeting of the academic year.

Decision	Academic Council noted the Academic Council Standing Orders.

Other Business

There was no other business raised.

Signed: _____   Date: _____
       Chairperson

Appendix 1 - Attendees at Academic Council 24 November 2022

Present: 66   In Attendance: 6   Apologies: 24

Chaired by: Acting President, Professor Mark Rogers

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

Assistant Professor	Kelly	Fitzgerald	Yes
Associate Professor	Shane	Foley	Yes
Dr	Timothy	Frawley	Yes
Dr	Sarah	Fulham-McQuillan	Apologies
Associate Professor	Helen	Gallagher	Yes
Professor	Susi	Geiger	Apologies
Associate Professor	Amanda	Gibney	Yes
	Molly	Greenough	Yes
Professor	Martin	Grunewald	Yes
Professor	Suzanne	Guerin	Yes
Dr	Vincent	Hargaden	
Full Professor	Peter	Haughton	Yes
Dr	John	Healy	Yes
Associate Professor	Ciaran	Heavey	Yes
	Caillum	Hedderman	
Associate Professor	Maeve	Houlihan	
Associate Professor	Neil	Hurley	
Associate Professor	Georgiana	Ifrim	Apologies
	Robin	Jowett	Yes
Professor	Lisa	Katz	Yes
Professor	Donncha	Kavanagh	Yes
Full Professor	Michael	Keane	
Professor	Anne	Keegan	Yes
	James	Kennelly	
Associate Professor	William	Kinsella	
Professor	Jason	Last	Apologies
Professor	Madeleine	Lowery	Yes
Professor	Steven	Loyal	
	Aisling	Maloney	Yes
	Marc	Matouc	Yes
	Shane	McAuley	
Professor	Eilish	McAuliffe	Yes
Associate Professor	Paul	McCabe	Yes
Assistant Professor	Emma	McDaid	Apologies
Associate Professor	Susan	McDonnell	Yes
	Sarah	McGrath	Apologies
Associate Professor	Tara	McMorrow	Apologies
Associate Professor	Jonathan	McNulty	Yes
Associate Professor	Maria	Meehan	
Professor	Wim	Meijer	
Associate Professor	Julien	Mercille	
Professor	Frank	Monahan	Yes
Professor	Cal	Muckley	Yes
Professor	William	Mulligan	Yes
Professor	Liam	Murphy	Apologies
Professor	Aine	Ni Dhubhain	Apologies
	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	Apologies
Professor	Federica	Pazzaglia	Yes
Professor	Laurent	Pech	
Associate Professor	Paul	Perry	Yes
Associate Professor	Antoinette	Perry	Yes
Associate Professor	Siofra	Pierse	Yes
Associate Professor	Gillian	Pye	Yes
Assistant Professor	Aideen	Quilty	Yes
Professor	Deirdre	Raftery	Yes
Professor	Mark	Rogers	Yes
Professor	Mark	Scott	
Professor	Eugenia	Siapera	
Professor	Emma	Sokell	Yes
Professor	Kenneth	Stanton	
Professor	James	Sullivan	Yes
Professor	Aisling	Swaine	Apologies
	Hannah	Tilly	Yes
Full Professor	Fiona	Timmins	Yes
Professor	Regina	Uí Chollatáin	Yes
Professor	Akke	Vellinga	Yes
Professor	Michael	Wallace	Apologies
Professor	Wenxin	Wang	Apologies
Assistant Professor	Jessica	Whelan	Apologies
Associate Professor	Taha	Yasseri	Apologies

Non-members in attendance:

Siobhan Curran, University Secretariat

Jean Keating, Deputy Director of University Secretariat

Cameron Murrell, Director of University Secretariat

Philip O'Hanrahan, University Secretariat

Bronwyn Malony, Director of Quality Assurance (item 3)

Tom Flanagan, Director of Enterprise and Commercialisation (item 4)