



## **Purpose**

The University Programmes Board (UPB), on delegated authority from the Academic Council, monitors and audits the programmes and CPD offerings of the University.

UPB shall:

### **Programme Governance**

- Oversee the development, approval, review, and delivery of programmes by governing boards to assure compliance with Academic Regulations and the effectiveness and quality of programmes.
- Establish frameworks for the development, approval, and review of programmes that delegates to Governing Boards or reserves to UPB decision-making as appropriate.
- Ensure procedures are in place to monitor trends and audit decision-making with respect to –
  - a. Admission
  - b. Progression
  - c. Continuation
  - d. Completion
  - e. Recognition of prior or concurrent learning
  - f. Internationalisation of programmes
  - g. Internships and employability initiatives
  - h. Other aspects of programme design or governance identified by UPB or Academic Council
- Develop policies, procedures, guidelines, and initiatives as appropriate to promote effectiveness, excellence, and fairness in the delivery and governance of programmes.
- Adjudicate on applications for derogation from the Academic Regulations submitted by schools or governingboards.
- Review the Academic Regulations at suitable intervals and where amendment is deemed advisable, propose amendments to Academic Council.

### **Governance of other Educational Offerings**

- Recommend policies, and approve and oversee procedures and frameworks as appropriate, for the development, approval, review, and delivery of the following educational activities, to assure the effectiveness and quality of such offerings:
  - a. Internship and employability initiatives
  - b. Study abroad opportunities
  - c. CPD offerings by schools

## **Quality Assurance**

- In consultation with the Academic Council Quality Enhancement Committee, approve and oversee policies, procedures, and frameworks as appropriate for the governance and continuous monitoring and auditing of programme quality
- Request, receive, and review reports pertinent to monitoring and auditing the quality of programmes
- Highlight existing and emerging good practice examples and promote dissemination of such practices

## **General**

- Consider such matters as Academic Council may refer.

## **Membership**

The composition of UPB is as follows:

1. Chair (appointed by the President)
2. Registrar
3. University Deans
4. Chairs of Governing Boards \*
5. Chairs of Board of Studies (or nominee)
6. Chair of Beijing-Dublin International College (BDIC), Chang'an-Dublin International College (CDIC), and Guangzhou-Dublin International College (GDIC) Academic Committees (or nominee)
7. Chair of the NCAD Academic Council (or nominee)
8. Chair of IOB-UCD Academic Programme Board (or nominee)
9. Three student representatives nominated by the Students' Union
10. Director of Quality
11. Director of Registry or nominee

\*In the case of the Engineering Taught Programmes Board the Chair may nominate the Associate Dean in their place.

UPB may co-opt additional members for specified purposes and periods of time as non-voting members to ensure appropriate expertise is available to conduct its business effectively.

## **Conduct of Business**

- The committee shall meet at least four times in an academic session.
- The committee may also meet electronically to note formal items or to make decisions as appropriate
- The meetings shall be convened by the Chair with a minimum of seven days' notice.
- Members may not nominate others to attend meetings on their behalf, except for student representatives who may nominate another student representative from a panel selected by the Students' Union and communicated in advance to the UPB secretariat.
- With the approval of the Chair, guests may attend meetings for particular items or for the whole meeting
- A meeting shall be considered quorate when a third of the members are present. No quorum shall be required for business transacted electronically.

## **Reporting Responsibility**

The Committee shall report to Academic Council at least once during the academic session

## **Committee Support**

The Committee shall be supported by University Secretariat