



**UCD Academic Council
Comhairle Acadúil UCD**

**Minutes of the meeting of Academic Council
Wednesday 30 April 2025, 2pm
Village Auditorium, UCD Village**

**Present: 56
In Attendance: 4
Apologies: 20**

The meeting of Academic Council was chaired by the President, Professor Orla Feely.

1 Introduction

Apologies

The Chair acknowledged that a number of apologies had been received and will be noted into the record.

Welcome

The Chair welcomed members and advised that Part 3 of the agenda is for decision en bloc and Part 4 is for noting. Members were given the opportunity to indicate if they want any items from these parts moved to Part 1 for discussion.

At the request of members, it was agreed that the following items will be taken under Part 1 for discussion:

- Item 11, ACCSCC Proposed Amendments to the Student Discipline Procedure
- Item 12, UPB Academic Regulations Recommendations to AC

Decision Academic Council approved items from Part 3 and noted items from Part 4 of the agenda.

2 Minutes and Matters Arising

Minutes of the meeting held on 12 February 2025

The minutes of the meeting of 12 February 2025 were approved.

Matters Arising

There were no matters arising from the minutes.

Declaration of potential conflicts of interest or perceived conflicts of interest

No conflicts of interest were declared.

Decision Academic Council approved the minutes of the meeting held on 12 February 2025.

PART 1

ITEMS FOR DISCUSSION / DECISION BY ACADEMIC COUNCIL

3 ACCSCC Review and Revision of Student Academic Misconduct Procedure

Academic Council approved a recommendation to review the Student Academic Misconduct Procedure in April 2024. The review was conducted by the *Academic Council Committee on Student Conduct and Capacity (ACCSCC)*.

The Chair of ACCSCC, Professor Evelyn Doyle, gave a presentation outlining the recommended key changes to the Procedure. The updates are intended to improve clarity and provide additional information regarding the procedural steps that are taken in response to suspected incidents of student academic misconduct.

Professor Doyle thanked members of the Working Group and colleagues from UCD SECCA for their work in reviewing the Procedure.

Decision	Academic Council approved the recommended updates to the Student Academic Misconduct Procedure.
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4 ACCASP Working Group for Academic Scholarships and Prizes

The Chair of the Academic Council Committee on Scholarships and Prizes (ACCASP), Professor Frank Monahan, introduced this item.

The ACCASP Working Group was established to examine awards and scholarships across the University with a view to potentially broadening the remit of ACCASP and to give consideration to whether awards and scholarships should be brought into one area under a single academic governance structure. The paper provided an update on the progress of the Working Group to date. The main information points are that:

- the Working Group has focused initially on a data gathering exercise to establish the extent of awards and scholarships across the university;
- the collection of data relating to merit-based awards and scholarships is challenging (involving interaction with several units and stakeholders across the university);
- the analysis of the data acquired, both centrally and locally, is complex;
- the Working Group will proceed to making recommendations when it has a comprehensive picture of the extent of awards and scholarships across the university.

Professor Monahan thanked members of the Working Group and UCD Registry for their assistance in gathering information. Next steps for the Working Group include completion of data gathering; reviewing current ACCASP remit; expand composition of Group; bringing recommendations to Academic Council; and aligning the work of ACCASP with the new UCD Strategy. The Working Group was asked to consider carrying out a comparison of the proportion of UCD students receiving scholarships or prizes with that of students at other universities.

Decision	Academic Council welcomed the progress update report from the Working Group for Academic Scholarships and Prizes.
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5 Review Group on Honorary Degrees and Major Awards Report/Recommendations

The Registrar, as Chair of Review Group, spoke to this item and provided an outline of the work carried out in reviewing the procedures for the awarding of honorary degrees. The Review Group made a number of recommendations intended to support a rigorous review of nominations.

These recommended included a subcommittee of ACCHDMA to carry out a pre-screening of all nominations before they are reviewed in detail by the committee, inclusion of a requirement to carry out a short risk assessment exercise, proposed amendments to the composition of ACCHDMA, a clear statement that UCD should not normally honour serving politicians with special consideration given to nominations of political figures, and greater communication and a continuing association with recipients of Honorary Degrees.

These recommendations will be implemented by ACCHDMA by June 2025.

Decision	Academic Council approved the recommendations of the Review Group on Honorary Degrees and Major Awards.
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6 Policy for the Recruitment, Support & Development of Graduate Research Students Supporting Teaching and Learning

The Dean of Graduate Studies Professor Emma Sokell, gave a brief oral presentation.

The original Policy was approved by ACEC in May 2024 and implemented in the academic year 2024/25. Feedback from stakeholders during the implementation phase led to the Graduate Research Board considering and recommending the following Policy revisions to Academic Council for approval:

- Extend the policy to cover all students who provide T&L support both i.e. undergraduate and graduate.
- Explicitly state that the students who receive instruction/demonstration can be either undergraduate and graduate students.
- Enable each School to dictate what constitutes a Postgraduate Demonstrator/ Senior Postgraduate Demonstrator eligibility criteria.

During discussion, it was queried whether the language used in section 5.2 should be amended to allow schools set an upper limit rather than 'mandate' hours as this may lead to confusion. It was agreed however that the existing language should remain and will be taken into consideration at the first review point. It was also suggested that the terminology used by the Working Group on Hourly Paid Appointments be aligned with the tutor demonstrator policy.

Decision	Academic Council approved the revisions to the <i>Policy for the Recruitment, Support & Development of Graduate Research Students Supporting Teaching and Learning</i>.
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7 Policy for Split-Site Research Degree Student Arrangements – Revised

Professor Helen Gallagher gave a presentation overview from the Working Group which included aims, composition, timelines, scope, exclusions and key changes. The aim of the Working Group was to:

- review the existing Policy on Split Site Research Degrees, which was last updated in 2007,
- modernize the Policy - especially with regard to current trends and challenges post-COVID,
- strengthen UCD-led governance of students who are not based in UCD or its affiliated sites for a significant portion of their research degree.

The Policy covers any student registered to a UCD PhD, Research Masters or MD degree that intends to spend longer than one trimester/four months at an external site. During discussion, it was clarified that for a graduate research student to be considered “engaged” they should stay in touch with their principal supervisor, abide by UCD Academic Regulations and be aware of the programme requirements even if they are located elsewhere. In response to a query around resources, it was confirmed that a legal template already exists for split site agreements so the changes are resource neutral.

The proposed revisions were recommended by the Graduate Research Board (GRB). While Cotutelle Agreements do not form part of this remit, they too will be given consideration by the GRB shortly.

Decision Academic Council approved the changes to the *Policy for Split-Site Research Degree Student Arrangements*.

PART 2

ITEMS FOR CONSULTATION

8 Head of School Appointments

Heads of School are presented to Academic Council for consultation in accordance with Statute 32, Chapter 17, Paragraph 7. Extensions are presented for noting.

College	School	Proposed Head of School	Duration
Engineering and Architecture	Chemical and Bioprocess Engineering	Associate Professor Steven Ferguson	<u>New</u> Start Date: 01/09/2025 End Date: 01/09/2030
Engineering and Architecture	Biosystems and Food Engineering	Professor Paula Bourke	<u>Extension</u> Start Date: 01/09/2025 End Date: 01/09/2028
Arts and Humanities	Music	Dr Tomás McAuley	<u>Amended Duration</u> Start Date: 01/09/2025 End Date: 01/09/2026

Decision Academic Council endorsed the Head of School appointments. No objections were raised.

9 Renewal of the Agreement establishing the NCAD as a Recognised College of UCD

The Registrar introduced this item. Academic Council was consulted on the renewal of the Agreement between UCD and NCAD. The renewal agreement for a further 10 years was endorsed by UMT on 1 April 2025 subject to amendments to the composition of the Strategic Management Committee. The Agreement will be formally approved by Governing Authority in due course.

Decision Academic Council endorsed the Renewal of the Agreement establishing the NCAD as a Recognised College of UCD for a further 10 years.

PART 3

ITEMS FOR FORMAL APPROVAL BY ACADEMIC COUNCIL

10 Research Studies Panel Terms of Reference – Revised

Academic Council was asked to consider updates to the Research Studies Panel TOR to align them with the most recent version of Academic Regulations, and the associated *Policy for Supervision of Graduate Research Students*, as well as to provide clarity on roles and responsibilities.

Decision Academic Council approved the revised Research Studies Panel Terms of Reference.

11 ACCSCC Proposed Amendments to the Student Discipline Procedure

At a member's request this item was taken under Part 1 for discussion.

Academic Council was asked to consider revisions and proposed textual amendments to the Student Discipline Procedure which were endorsed by the Academic Council Committee on Student Conduct and Capacity (ACCSCC) at its meeting on 24 March 2025. Amendments to the Student Discipline Procedure will take effect from 1 September 2025.

In response to a concern raised by the SU related to proposed updates to sections 5 and 6, it was clarified that during a Student Conduct Meeting students are always advised of their right to request that their case be referred to a Student Disciplinary Committee and also have the right to appeal decisions taken at the Student Conduct Meeting and by Student Disciplinary Committees under the Student Appeals Procedure.

Decision Academic Council approved the amendments to the Student Discipline Procedure.

12 UPB Academic Regulations Recommendations to AC

At a member's request this item was taken under Part 1 for discussion.

The Chair of the UPB Standing Committee on Academic Regulations, Professor Marie Clarke, spoke to this item.

Academic Council was asked to consider recommendations put forward by the UPB Standing Committee on Academic Regulations and endorsed by UPB at its meeting on 3 April 2025:

- Proposed Amendments to the Academic Regulations
- The Programme Director Role Description (to be incorporated as an appendix of the Academic Regulations).

The changes are due to be implemented from September 2025.

The SU raised a concern with regard to wording in the proposed Programme Director Role Description under the 'Student Welfare and Progress Monitoring' section. In particular, the point around engaging with student representatives "where permitted". Student representatives often engage with Programme Directors and it was queried whether the "where permitted" was necessary or could be removed. It was clarified that the clause had been added to give assurance that confidentiality would be maintained. The Chair suggested that the clause could be split into two parts to distinguish between 'general engagement with student representatives' and 'engagement in the case of a specific student (where permitted)'.

Academic Council agreed to delegate agreement of the exact wording of the Programme Director Role

Description to ACEC.

- Decision**
- **Academic Council approved editorial changes to Academic Regulations 4.19 and 2.5.**
 - **Academic Council approved the Programme Director Role Description subject to agreement of the exact wording by ACEC.**

13 Social Sciences Taught Programme Board Terms of Reference

Academic Council was asked to consider a proposal from the *College of Social Sciences and Law* to establish a new unified Social Sciences Taught Programmes Board, and the standing down of two existing boards:

- **Social Sciences Undergraduate Taught Programmes Board**
- **Social Sciences Graduate Taught Programmes Board**

The proposal aims to bring all taught Social Science programmes into alignment with other programme areas in the University, streamline communication between schools and the College and ensure all taught programmes are governed by the same Terms of Reference and follow the same processes. The new board structure will be implemented from 01 September 2025. UPB reviewed and endorsed the proposal, including the updated TOR, at its meeting of the 13 February 2025.

- Decision**
- Academic Council approved:**
- **establishment of the *Social Sciences Taught Programme Board* and its Terms of Reference.**
 - **standing down of the *Social Sciences Undergraduate Taught Programmes Board*.**
 - **standing down of the *Social Sciences Graduate Taught Programmes Board*.**

14 PHPSS Taught Programme Board Terms of Reference – Revised

Academic Council was asked to consider minor edits to the PHPSS Terms of Reference along with changes to the composition of the Board.

- Decision**
- Academic Council approved the revised PHPSS Taught Programme Board Terms of Reference.**

15 Head of Subject Appointments

Head of Subject appointments are presented to Academic Council in accordance with Statute 32. New Heads of Subject are presented for approval, extensions are presented for noting.

School	Subject	Proposed Head of Subject	Duration
Social Sciences and Law	Politics	Professor Jos Dornscheider-Elkink	<u>New</u> Start Date: 01/09/2025 End Date: 31/08/2028
Arts and Humanities	French and Francophone Studies	Associate Professor Derval Conroy	<u>Extension</u> Start Date: 22/08/2025 End Date: 21/08/2027

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

16 Proposal for Emeritus Professor/Associate Professor/Assistant Professor

The conferment of Emeritus status is subject to Academic Council approval (as per Statute 32 and the *Governing Authority Schedule of Reserved Decision-Making Authority and of Delegated Authority*).

Name	Emeritus Title	School	Retirement Year
Professor Ursula Fanning	Professor Emeritus	Languages, Cultures and Linguistics	2024

Decision Academic Council approved the proposal for an Emeritus title as presented.

PART 4

ITEMS FOR NOTING BY ACADEMIC COUNCIL

17 UCD English Language Policy (approved by AC electronically)

Due to exceptional circumstances this Policy was approved by Academic Council via electronic consultation in March to enable submission of the IEM application by the deadline of 28 March 2025. Academic Council was asked to note that the approved Policy can be amended in line with the Policy Review Framework.

Decision Academic Council noted that the approved UCD English Language Policy.

18 Visiting, Adjunct and Clinical Appointments

Academic Council was asked to note the 'Visiting Academic, Adjunct Appointments 1 April 2024 to 31st March 2025' under the revised *Visiting Academic and Adjunct Staff Appointment Policy*, and the 'Clinical Pathway Appointments 2024/2025' under the *UCD Medicine Clinical Pathway* and the *Dublin Academic Healthcare Centre Initiative*.

Decision Academic Council noted the Visiting, Adjunct and Clinical Appointments.

19 UCD Governance Framework Proposal

Academic Council was asked to note the proposal to develop a UCD Governance Framework which will bring together existing governance mechanisms, provide clarity on decision-making in UCD and provide the Governing Authority with necessary assurances that its obligations as set in legislative and regulatory instruments are fulfilled. It is intended that the Framework will bring greater clarity, transparency and confidence to UCD's governance arrangements and decision making processes.

During discussion the circumstances in which the Governance Framework proposal was drawn up were referenced. It was highlighted that recent (international) threats to Academic freedom also contribute to the need for a Framework. The Framework should provide an opportunity to strengthen and reaffirm governance processes around academic freedom. The importance of engaging staff in a wide consultation process throughout the development of the Framework was acknowledged.

UMT, at its meeting 1 April 2025, endorsed the Governance Framework Proposal which will go to Governing Authority for approval.

Decision Academic Council noted the UCD Governance Framework Proposal.

20 AC Meeting Schedule 2025-2026

Submission Date	Meeting Date
Wednesday 1 October 2025	Wednesday 29 October 2025 2-4pm
Wednesday 14 January 2026	Wednesday 11 February 2026 2-4pm
Wednesday 1 April 2026	Wednesday 29 April 2026 2-4pm

Decision Academic Council noted the Meeting Schedule 2025-2026.

21 UCD International Education Mark Application Statement (IEMAS)

Academic Council was asked to note the IEMAS prepared by the UCD Director of Quality on behalf of the University and submitted to QQI on 28 March 2025. It provides information on the wide range of UCD academic and student experience supports for international applicants and learners from their initial enquiry through to the completion of their studies, ensuring students can fully engage with their programme of study and more broadly within the student community.

Decision Academic Council noted the *UCD International Education Mark Application Statement*.

22 Appointment of Chair of ACCSCC – Dr Joyce Senior

Academic Council was asked to note, in accordance with the *AC Committee on Student Conduct and Capacity* Terms of Reference, that the President has appointed Dr Joyce Senior as Chair of ACCSCC for the period 1 September 2025 to 31 August 2027.

The Chair offered thanks to the outgoing Chair of ACCSCC Professor Evelyn Doyle.

Decision Academic Council noted the Appointment of the Chair of ACCSCC.

23 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.

The Chair acknowledged the huge amount of excellent work conducted by the AC Subcommittees which is captured in the various minutes, and thanked members for their contribution.

Committee
ACCAC Minutes of meeting held on 25 September 2024
ACCE - Minutes of meeting held on 17 December 2024 - Minutes of meeting held on 28 January 2025 - Minutes of meeting held on 18 February 2025
ACCSAC - Minutes of meeting held on 29 April 2024 - Minutes of meeting held on 21 October 2024

ACEC • Minutes of meeting held on 12 December 2024 • Minutes of meeting held on 13 March 2025
UPB • Minutes of meeting held on 20 November 2024 • Minutes of meeting held on 13 February 2025

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

Other Business

24 Acknowledgements

The Chair thanked the outgoing SU Sabbatical Officers and Representatives for their valuable contribution throughout the academic session.

Data Concern

Concern was raised with regard to data security and a growing lack of confidence in American technology firms to protect data. It was recognized that this is a wider issue not just for UCD but for Ireland and the EU. The University's dependency on U.S. technology firms such as Google and Microsoft is not ideal but currently there is no European competitor that can compete with these platforms.

Hourly Paid Appointments

A recent decision by UMT to no longer employ people over the age of 70 on an hourly paid basis has had a significant impact in the School of Medicine and caused disruption for both students and staff. The change had been introduced based on legislation and legal advice. The Chair has sought a response from UCD HR to the concerns raised.

Signed: _____
Chairperson

Date: _____

Attendees at the meeting of Academic Council on 30 April 2025

Present: 56

In attendance: 4

Apologies: 20

Chaired by: President, Professor Orla Feely

Address Title	First Name	Last Name	In attendance
Assoc Professor	Marguerite	Barry	
	Miranda	Bauer	Yes
Associate Professor	Alessandro	Benati	
Professor	Paula	Bourke	
Assistant Professor	Martin	Brady	
Professor	Rory	Breathnach	
Full Professor	Don	Bredin	
Professor	Michael	Brophy	Yes
Associate Professor	Conor	Buggy	Yes
Dr	Orla	Byrne	
Dr	Abey	Campbell	Yes
Professor	Deirdre	Campion	Yes
Full Professor	Marie	Clarke	Yes
Associate Professor	Mary	Codd	Apologies
Associate Professor	Mark	Coen	Yes
Dr	Sandra	Collins	Yes
Associate Professor	Derval	Conroy	
Professor	Cathryn	Costello	
Dr	Philip	Cottrell	Apologies
Professor	Catherine	Cox	
Professor	Tasman	Crowe	
Full Professor	Mark	Crowe	
	Tia	Cullen	Yes
Associate Professor	Paul	Curran	
Associate Professor	Tara	Cusack	Yes
	Ciara	Donohue	Apologies
Associate Professor	Jos	Dornschneider-Elkink	Apologies
Professor	Evelyn	Doyle	Yes
	Aoibhe	Doyle	Apologies
Dr	Paul	Dylan-Ennis	Apologies
Professor	Benjamin	Elsner	
Professor	Roland	Erne	Yes
Full Professor	Alexander	Evans	
	Peter	Falvey	Yes
Full Professor	Paul	Fanning	Yes
Dr	Rachel	Farrell	
Full Professor	Orla	Feely	Yes
	Phillip	Fischer	Yes
Assistant Professor	Kelly	Fitzgerald	Yes
Professor	Damian	Flynn	Yes
Dr	Timothy	Frawley	Apologies
Full Professor	Nial	Friel	
Associate Professor	Helen	Gallagher	Yes
Full Professor	William	Gallagher	

Dr	Marco	Garcia-Vaquero	Yes
Full Professor	Susi	Geiger	Yes
Professor	Martin	Grunewald	Yes
Professor	Suzanne	Guerin	Apologies
Dr	Vincent	Hargaden	Apologies
Full Professor	Peter	Haughton	
Associate Professor	Ciaran	Heavey	Yes
Associate Professor	Maeve	Houlihan	
Associate Professor	Neil	Hurley	
Associate Professor	Georgiana	Ifrim	
	Noah	Johnson	Yes
Professor	Lisa	Katz	Yes
Full Professor	Michael	Keane	
Dr	Karen	Keaveney	Yes
Full Professor	Anne	Keegan	Yes
Professor	Mary	Kelly-Quinn	Yes
Associate Professor	Oliver	Kinnane	
Professor	Jason	Last	Yes
	Kate	Lawlor	
Professor	Madeleine	Lowery	Yes
	Laura	Lysaght	Apologies
	Aisling	Maloney	Apologies
Associate Professor	James	Matthews	Apologies
Assistant Professor	Tomás	McAuley	Apologies
	Kylie	McCardel	Yes
	Saskia	McCormack Eiffe	Yes
Dr	Emma	McDaid	Apologies
Professor	Louise	McHugh	
Associate Professor	Tara	McMorrow	Yes
Professor	Jonathan	McNulty	Yes
Associate Professor	Maria	Meehan	Yes
Professor	Pauline	Mellon	
Associate Professor	Julien	Mercille	
Full Professor	Bettina	Migge	Yes
Dr	Jennifer	Mitchell	
Full Professor	Frank	Monahan	Yes
Full Professor	Cal	Muckley	Apologies
Dr	Aogan	Mulcahy	
N/A	Stephen	Mullen	Yes
Professor	Cormac	Murphy	Apologies
Associate Professor	Neal	Murphy	Yes
Professor	Enda	Murphy	
Dr	Ross	Neville	
Full Professor	Niamh	Nowlan	Yes
Dr	Harvey	O'Brien	
Professor	Brian	O'Connor	
Associate Professor	James	O'Donnell	
Dr	Barry	O'Donnell	Yes
Associate Professor	Emma	O'Neill	Apologies
Full Professor	Michael	O'Neill	Yes

Associate Professor	Sharleen	O'Reilly	Yes
Full Professor	Dolores	O'Riordan	Apologies
Associate Professor	Patrick	Orr	Yes
Associate Professor	John	O'Sullivan	Apologies
Full Professor	Aidan	O'Sullivan	
Associate Professor	Niamh	Pattwell	Yes
Full Professor	Federica	Pazzaglia	Yes
Full Professor	Laurent	Pech	
Associate Professor	Siofra	Pierse	
Associate Professor	Gillian	Pye	
Associate Professor	Fangzhe	Qiu	Yes
Associate Professor	Aideen	Quilty	Yes
Professor	Susan	Quinn	
Professor	Kate	Robson Brown	
Dr	Marina	Rubini	Yes
Associate Professor	Amalia	Scannell	
Full Professor	Mark	Scott	
Professor	Colin	Scott	Yes
Full Professor	Jeremy	Simpson	
Dr	Keith	Smart	Yes
Associate Professor	Veronica	Sofianos	
Professor	Emma	Sokell	Yes
Full Professor	Rowland	Stout	Yes
Professor	James	Sullivan	
	Siobhan	Surban Black	Apologies
Associate Professor	Alexander	Thein	Yes
Full Professor	Fiona	Timmins	
Professor	Ben	Tonra	
	Pearce	Wang	
Associate Professor	Barry	Wardell	
Assistant Professor	Jessica	Whelan	
Dr	Elaine	Wilson	
Dr	Jon	Yearsley	Yes
Professor	Dominic	Zerulla	Yes

Non-members in attendance

Siobhan Curran, University Secretariat

Jean Keating, University Secretariat

Philip Hanrahan, University Secretariat

Ewa Szczupak, Student Engagement (SECCA) [item 3]