Meeting Minutes

Present:
Rachel Hoare (DTL UG/Chair)
Zuleika Rodgers (Director of MEELC)
Jürgen Uhlich (HoS)
John Murray (HoD) Department of Russian and Slavonic Studies
Susana Bayo (HoD) Department of Hispanic Studies
Ciara O’Hagan Department of Hispanic Studies
Pádraig de Paor Department of Irish and Celtic Studies
Mary Cosgrove (HoD) Department of Germanic Studies
Anne Fitzpatrick (HoD) Department of Near and Middle Eastern Studies

In attendance:
Rima Fitzpatrick (SAM) Annamarie O’Sullivan (AO)

Apologies
Michael Cronin (HoD) Department of French Studies
Balazs Apor Director Centre for European Studies
Peter Arnds (HoD) Department of Italian

1. Minutes of last Meeting (enclosed)

Minutes approved from last meeting.

2. Matters Arising

Change to language admission requirements (see Directors report)

3. Directors report

Turnitin is now integrated with Blackboard, all submission through Blackboard.
Guide on CAPSL website.

Calendar no longer to have module information but will contain programme information. Communication will be sent to Schools to review their programme entries in the Calendar.

Trinity Electives
- Stand alone college wide modules
- No pre-requisites
- Taken in SF/JS years
- 19/20 first rollout to Phase 1 Schools
Timetable

- Rotational block timetable
- Introduced 19/20
- On a partial block system
- Pillars are the foundation of the block
- Non pillar subjects will fit in remaining slots
- Will be done by central resource
- Language and groups timetabled at local level
- No information on sophister years yet
- Test environment fits for School
- Concern for ES + FR, French + History, cross year teaching
- Rooms will be booked centrally

Revision of language requirements for admissions

- Identified in admission for Dual degree, different admission requirements between Trinity and Columbia.
- Students may not have qualification in their native language and therefore do not meet entry requirements of TCD.
- Alternatively students may speak language proficiently but are not literate in the language.
- Only Non EU students were discussed however Jurgen asked if it affected EU students.
- A review of current practices is underway with a view to streamlining the process.

4. Student Concerns

Students are concerned about the results to be published in January. Only results for modules complete in Semester 1 will have provisional results in January.

5. Curriculum mapping – joint honors harmonisation (enclosed)

Do we want to take the opportunity during the current curriculum mapping task to harmonise?

Issues with harmonisation

- There is a risk of disaggregation of integrated degrees with other schools – overstretches resource to fulfil requirements.
- Departments need to think strategically to maintain student numbers and offer good options for students
- BSL programme very important to maintain and the Business school have a set number of credits to their accreditation.

6. Court of examiners scheduling (AYS enclosed for reference)

Timeline to be worked out at School level to fit in with short timelines

MEELC can only hold CoE after ES.

Resourcing issue in some departments regarding exam officers – French have 4 exam officers – 1 for each year. MEELC and NMES not enough resource for each year. HoD is the exam officer for SP and RU.

7. SS orals

Departments traditionally held orals after exams. The School has been given permission to continue this practice for this year. All Departments bar 2 are holding SS orals after exams (FR+GR). It is possible to hold orals in the week after Trinity week but not during Trinity week.

8. TEP
Provisional results for semester 1 modules taught and assessed in semester 1 to be finalised in SITS by Friday 25th January 2019. Results will be published to my.tcd.ie the week beginning 28th January 2019.

9. A.O.B.

Issue identified in Open day is there are 2 CAO codes for FR + GR, GR + FR combination – Rima working on communication.

10. For noting (enclosed)
   - TEP forum report Oct 2018
   - Late Submission of Coursework
   - TEP forum repost Nov 2018 (to follow)