



Trinity College Dublin

Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

A meeting of the Undergraduate Studies Committee was held 25th February 2025 at 2.00 pm in the Boardroom, Trinity Business School.

Present: Professor Vincent Wade, Senior Lecturer Dean of Undergraduate Studies (*Chair*)

Professor Stephen Smith, Senior Tutor

Professor Mark Sweetman, Associate Dean of Undergraduate Common Architecture (ADUCA)

Professor Fraser Mitchell, Associate Dean of Undergraduate Science Education (ADUSE)

Professor Joanne Banks, School of Education

Professor Julie Bates, School of English

Professor Goetz Botterweck, School of Computer Science and Statistics

Prof Tylor Brand, School of Languages, Literatures and Cultural Studies

Professor Anna Chahoud, School of Histories and Humanities

Professor Deirdre D'Arcy, School of Pharmacy and Pharmaceutical Science

Professor Richard Deane, School of Medicine

Professor Paul Dockree, School of Psychology

Professor Jean Fletcher, School of Biochemistry and Immunology

Professor Alexandra Grieser, School of Religion, Theology, and Peace Studies

Professor Dino Hadzic, School of Social Sciences and Philosophy

Professor Sarah Hamill, School of Law

Professor Kevin Kelly, School of Engineering

Professor Yvonne Lynch, School of Linguistic, Speech and Communication Sciences

Professor Jan Manschot, School of Mathematics

Professor Cormac McGuinness, School of Physics

Professor Martha O'Hagan Luff, Trinity Business School

Professor Matthew Saunders, School of Natural Sciences

Professor Heather Reilly, School of Dental Science

Professor Richard Porter, Dean of Students

Mr Eoghan Gilroy, Education Officer, Students' Union

Mr Conchúr O Cathasaigh, Student Representative

Apologies: Ms Patricia Callaghan, Academic Secretary

Dr Pauline Rooney, Head of Academic Practice

Ms Breda Walls, Director of Student Services

Professor Ana Perez-Luno, Academic Director of Tangent

Professor Valeria Nicolosi, School of Chemistry

Professor Miranda Fay Thomas, School of Creative Arts

Professor Phillip Curry, School of Social Work and Social Policy

Professor Juan Pablo Labrador, School of Genetics and Microbiology

In attendance: Ms Ciara Conlon, Academic Affairs, Ms Siobhán Dunne, Library

Representative Ms Rima Fitzpatrick, Assistant Academic Secretary: Academic Affairs, Ms

Joanna Kozielec, Academic Affairs, Dr Catherine Conlon, Head Of School Social Work and

Social Policy (for item USC/24-25/044); Ms Sarah Hunter, Associate Director for International

Partnership (for item (USC/24-25/044); Professor Julie Byrne, School Social Work and Social

Policy (for item USC/24-25/044); Dr Aileen Patterson, School of Medicine (for item USC/24-

25/045); Ms Orla Mulligan, Curriculum Reform Project Manager (for item USC/24-

25/046); Ms. Ciara Deane, Teaching Fellow, Trinity School of Business (for item USC/24-

25/047); Mr Declan Treanor, Director College Disability Service (for item USC/24-25/047); Dr

Liz Donnellan, Academic Policy Developer, Academic Affairs (for item USC/24-25/048); Ellen

Kampinga, Academic Affairs.

USC/24-25/040 Minutes of the meeting of 21st January 2025

The minutes of the meeting of 21st January were approved.

USC/24-25/041 Matters arising

- i. USC/24-25/023 The Senior Lecturer and Dean of Undergraduate Studies confirmed Academic Year Structure approved by Council. Students can be advised of the later start date in semester one next year.
- ii. USC/24-25/024 The Senior Lecturer and Dean of Undergraduate Studies confirmed Trinity Electives proposal "Histories and Futures of Climate Change" was approved by Council.
- iii. USC/24-25/037 The Senior Lecturer and Dean of Undergraduate Studies confirmed that the amendments to undergraduate regulations Pass by Compensation and repeating the year were approved by Council
- iv. USC/24-25/039 The Senior Lecturer and Dean of Undergraduate Studies confirmed that Higher English Entry Requirements for the Bachelor in Social Sciences were approved by Council

USC/24-25/042 Senior Lecturer's Updates

The Senior Lecturer and Dean of Undergraduate Studies updated USC on the following issues:

- i. Efforts undertaken to raise awareness about the proper management of students' LENS reports and proposed changes to policy regarding assignment submission.
- ii. Blackboard Ultra training and the need for all teaching staff to complete the training before implementation.

USC/24-25/043 Guidance on Operational Procedures for Examiners during the Examination Period

A memorandum from the Senior Lecturer and Dean of Undergraduate Studies, dated 18th February 2025, was circulated. He brought the meeting through the key points included in the guidance. A member noted that the guidance did not explicitly outline the need to limit number of examiners to low distraction venues.

Action/Decision:

USC/24-25/043 The Guidance document was approved, pending an amendment to highlight the need to limit the attendance of examiners to low-distraction venues.

USC/24-25/044 Proposal for a new Dual Degree Programme in Social Policy and Human Rights with the University of Sydney

A memorandum from Dr Catherine Conlon, Head of School of Social Work and Social Policy and Dr Julie Byrne, Director of Global Engagement, SWSP, dated 18th February 2025 was circulated.

Dr Catherine Conlon delivered a presentation summarising the proposal for a dual degree in Social Policy and Human Rights with the University of Sydney. She highlighted the key benefits it will bring to College and the School and outlined actions the School will take to ensure sustainability and socio-economic diversity which will be prioritised within this proposal.

Action/Decision:

USC/24-25/044- The proposal for a Dual Degree Programme in Social Policy and Human Rights with the University of Sydney was approved by USC and recommended to Council. The first intake is scheduled in Sydney in 2026 a.

USC/24-25/045 Review of Year 1 Curriculum of Medicine

A memorandum from Dr Aileen Patterson, School of Medicine, dated 17th February 2025 was circulated.

Dr Aileen Patterson delivered a presentation on the revised curriculum structure for Year 1 (Medical Curriculum) and explained the rationale for introducing such reforms on a phased basis. A discussion was had on the challenges presented by Generative AI in relation to continuous assessment.

Action/Decision:

USC/24-25/045 USC approved the proposed changes to the Medicine curriculum of Year 1 Medicine, to be implemented from 2025/26, and recommended it to Council.

USC/24-25/046 Presentation on Blackboard Ultra

The Senior Lecturer and Dean of Undergraduate Studies introduced Ms Ciara Deane from the School of Business who delivered a presentation on her experience of using Blackboard Ultra. The Senior Lecturer and Dean of Undergraduate Studies added that Blackboard Ultra was very useful in grouping students who have LENS Reports within modules, to manage their specific NSRA accommodations e.g. prior release of lecture notes/presentation, assignment submission extensions etc.

USC/24-25/047 Presentation from the DisAbility Services on LENS Reasonable Accommodations

The Senior Lecturer and Dean of Undergraduate Studies welcomed Declan Treanor (Director Disability Service) to the meeting to deliver a presentation on the issue of ensuring students with LENS reports are appropriately accommodated. He provided an overview of college disability data, and highlighted best practice to ensure accommodations are met. He detailed the 'Project Lens' – which is being rolled out to facilitate better practice, including the establishment of a Disability Officer in the Academic Registry, and a pilot project being carried out in three Schools to identify challenges and develop a workflow for disseminating LENS and resources for Schools. A discussion ensued with contributions from members on difficulties teaching staff experience to ensure they are responding appropriately to accommodations needed, unique problems in professional programmes, and some apparent discrepancies in reported data. Mr Treanor advised that he investigate the data issue.

Action/Decision:

USC/24-25/047 Mr Treanor to follow up on discrepancies in reporting data on students LENS Reports.

USC/24-25/048 Academic Polices

i. Revisions to the Assessment and Academic Progression Policy

Dr Donnellan spoke to a memorandum, dated 17 February 2025, circulated with the papers which outlined the consultation process that had taken place regarding the proposed revisions to the policy and the changes that had been incorporated to reflect feedback received. The Senior Lecturer thanked Dr Donnellan and invited comments from the Committee. There were no additional comments, and the meeting approved the Policy.

Action/Decision:

USC/24-25/048 (i) USC approved the revisions to the Assessment and Academic Progression Policy and recommended it to Council.

ii. Revisions to the Return of Coursework Policy

Dr Donnellan spoke to a memorandum, dated 17 February 2025, circulated with the papers which outlined the key updates to the policy following a consultation process. A short discussion took place during which the following points were made, and actions emerged:

- Consideration of whether end of semester examinations should or should not be considered within the scope of the Policy.
- Protocols for providing feedback on semester 1 provisional results to be examined.
- Clarification is required in section 7.6 of the definition of formal formative assessment.

The Senior Lecturer and the Education Policy Developer to bring a revised version of the Policy to the next USC meeting for approval.

Action/Decision:

USC/24-25/048 (ii) Education Policy Developer to bring a revised version of the Return of Coursework Policy to the next USC meeting for approval.

iii. Late Submission of Assessed Work (Extensions) Policy

Dr Donnellan spoke to a memorandum, dated 17 February 2025.

A short discussion took place during which the following points were made:

- i. The wording of section 6.3 should be strengthened to reflect the fact that it is not always possible to grant an automatic default extension of one week to students due to marking deadlines.
- ii. Consideration should be given to scenarios where students who are entitled to an automatic default extension of one week are engaged in groupwork activities.

The Education Policy Developer undertook to bring a revised version of the Policy to reflect these comments back to USC for approval.

Action/Decision:

USC/24-25/048 (iii) The Education Policy Developer to bring a revised version of the Policy on Late Submission of Assessments (Extensions Policy) to the next USC meeting for approval.

USC/24-25/049 Any Other Business

None

USC/24-25/050 Minutes (Section B)

USC noted and approved the following minutes:

1. Undergraduate Common Architecture Governance Committee

Minutes of the meeting of 14th January 2025.

2. MIE Associated College Degree Committee

Draft minutes of the meeting of 11th February 2025.

3. RIAM Associated College Degrees Committee

Draft minutes of the meeting of 4th February 2025.

4. Trinity Electives Sub-Committee

Draft minutes of the meeting of 10th February 2025.

USC/24-25/051 Section C (For information)

USC noted and approved the following items:

1. Removal of Policy on Covid-19 Vaccination for Students in Clinical Placements or Placements in Allied Settings

Memorandum from Dean of the Faculty of Health Sciences dated 6th February 2025.

2. Proposals for Trinity Electives

i. Introduction to Medicinal Plant Use and Integrative Medicine, School of Pharmacy

ii. Entrepreneurial Action, Portal, Trinity Innovation & Enterprise.

3. Proposals for Bespoke Open Modules, School of Law

Memorandum from the Associate Dean of Undergraduate Common Architecture, dated 18 January 2025.