



Trinity College Dublin

Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

XX = Item is of
significance to
Council

A meeting of the Undergraduate Studies Committee was held on 16 September 2025 at 2.00 pm in the Boardroom, Trinity Business School.

Present: Professor Vincent Wade, Senior Lecturer & Dean of Undergraduate Studies
(Chair)
Ms Patricia Maguire, Academic Secretary
Ms. Patricia Callaghan, Academic Secretary
Professor Richard Porter, Dean of Students
Professor Stephen Smith, Senior Tutor
Professor Mark Sweetnam, Associate Dean of Undergraduate Common
Architecture (ADUCA)
Professor Andrew Jackson, Associate Dean of Undergraduate Science
Education (ADUSE)
Professor Martha O'Hagan Luff, Trinity Business School
Professor Mark Faulkner, School of English
Professor Dan Geary, School of Histories and Humanities
Professor Tylor Brand, School of Languages, Literatures and Cultural Studies
Professor Brian Barry, School of Law
Professor Yvonne Lynch, School of Linguistic, Speech and Communication
Sciences
Professor Paul Dockree, School of Psychology
Professor Paul Scanlon, School of Social Sciences and Philosophy
Professor Julie Byrne, School of Social Work and Social Policy
Professor Alexandra Grieser, School of Religion, Theology, and Peace Studies
Professor Jean Fletcher, School of Biochemistry and Immunology
Professor John Southern, School of Chemistry
Professor Goetz Botterweck, School of Computer Science and Statistics
Professor John Gallagher, School of Engineering
Professor Juan Pablo Labrador, School of Genetics and Microbiology
Professor Jan Manschot, School of Mathematics
Professor Robin Edwards, School of Natural Sciences
Professor Jan de Vries, School of Nursing and Midwifery
Professor Judith Meehan, School of Medicine
Professor Heather Reilly, School of Dental Science
Professor Deirdre D'Arcy, School of Pharmacy and Pharmaceutical Science
Mr. Buster Whaley, Education Officer, Students' Union
Ms. Eve Martin, STEM Faculty Convenor for TCDSU/AMLCT

Apologies: Ms Siobhán Dunne, Trinity Library, Ms Breda Walls, Student Services, Professor
Miranda Fay Thomas, School of Creative Arts, Professor Cormac McGuinness,
School of Physics, Professor Ana Perez-Luno, Academic Director of Tangent,
Professor Damian Murchan, School of Education (2-3pm).

In attendance: Ms. Rima Fitzpatrick, Assistant Academic Secretary: Academic Affairs; Dr.
Solange Daini, Academic Affairs; Dr. Pauline Rooney, Head of Academic Practice; Mr. Thomas



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Hayes (for item USC/25-26/003.i); Dr. Liz Donnellan, Academic Affairs (for item SC/25-6/005.i); Ms. Anne Marie O'Mullane and Sheena Browne, Secretary's Office (for item USC/25-26/005.ii).

The Senior Lecturer & Dean of Undergraduate Studies welcomed all members to the meeting. A round of introductions was undertaken. All the new Directors of Teaching and Learning were warmly welcomed, and the new Associate Dean of Undergraduate Science Education (ADUSE) Prof. Andrew Jackson and the incoming Academic Secretary Ms. Patricia Maguire were welcomed and introduced.

USC/25-26/001 Minutes of the meeting of 29th April 2025

The minutes of the meeting of 29th April 2025 were approved.

USC/25-26/002 Matters arising

The following items were approved by Council on 16th May 2025:

- Senior Lecturer Report.
- New and Revised Policies: English Language Policy; Policy on the Trinity Learning Management System; Student Garda Vetting Policy; Programme Suspension and Cessation Policy.
- Curriculum mapping for articulation agreement with IMU University (Malaysia).
- Non-EU Student Admission Pathway to BSc Gen Nursing Programme.
- Change of Award Classification of Nursing and Midwifery Undergraduate Programmes.
- Admission requirements changes: Chemistry TR061; Geography and Geoscience TR062.
- Request for continuation of suspension of Certificate in Innovation and Entrepreneurship for 2025/26.
- Bachelor of Nursing Studies and Bachelors of Midwifery Studies cessation.
- Proposal of removal of the additional 30 ECTS in Columbia Dual BA programmes and revised Columbia Dual BA Degree Calculation for entrants from 2026/27.

USC/25-26/003 Senior Lecturer's Updates

(i) Migration to Blackboard Ultra

The Senior Lecturer & Dean of Undergraduate Studies introduced Mr. Thomas Hayes, System Administrator from IT Services, who gave a presentation on Blackboard Ultra. He highlighted that Blackboard Ultra rollout is on track with phased timeline, and commended strong engagement among staff and almost the totality of students actively using migrated modules. The Senior Lecturer & Dean of Undergraduate Studies thanked Mr Hayes and all the Schools leadership teams for their support in transitioning to Blackboard Ultra. In response to a query regarding longer term LMS plan, the Senior Lecturer & Dean of Undergraduate Studies confirmed that background work carried out by the



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Schools, the previous Senior Lecturer & Dean of Undergraduate Studies and others will be carried forward, when medium and long term LMS plans are being considered over next year or so.

(ii) USC Self-evaluation Results

The Senior Lecturer & Dean of Undergraduate Studies presented the results of the 2024/25 Self-Evaluation Survey (29 April 2025). A very good response rate was noted, with positive feedback on meeting organisation, circulation of papers, and clarity of terms of reference. Members agreed USC plays an important role in undergraduate policy and action items are addressed in a timely way. Feedback for 2024/25 highlighted USC's support for Schools, professionalism and clarity, and suggested improvements such as FAQs for new DUTLs, guidance on generative AI, closer alignment with School committees, and more online options in winter.

Actions taken based on the feedback are increasing the number of USC meetings to eight; aligning dates with Council; introducing a follow-up mechanism for actions; reducing time on minor approvals and establishing sub-groups for policy and project work. Meetings will continue in person in the current location.

USC/25-26/004

USC workplan for academic year 2025/26

The of Undergraduate Studies outlined the 2025/26 USC workplan. Key focus areas include strategic initiatives, academic policies and regulation reviews, operational improvements, programme developments, and annual items. The Senior Lecturer & Dean of Undergraduate highlighted that strategic work this year will cover the implementation plan for the Strategic Plan 2025–30 and a review of Trinity Electives, while the Learning Research and Innovation Hub advances projects in Engineering, Pharmacy, and Education. Policy priorities include the Undergraduate Appeals Policy Resources, reassessment regulations, and generative AI guidance. Operational improvements target Erasmus OME processes, grade conversion, attendance management, and remote proctoring. Other USC work includes programme-specific matters, the revised Senior Lecturer's Report, and the Calendar Review. The Senior Lecturer & Dean of Undergraduate Studies invited members to submit other workplan ideas for consideration.

USC/25-26/005

Academic Policies

(i) Academic Policies workplan 2025/26

A memorandum from Dr. Liz Donnellan, Policy Advisor, dated 10 June 2025, was circulated, outlining policies that come to effect in 2025/26 and policies that will be reviewed this year.

Dr Liz Donnellan outlined the policies that come into effect for 2025/26 including the Late Submission of Assessments (Extensions) Policy, which sets procedures for late submissions and provides an automatic one-week extension for students with relevant LENS entitlements. She also presented Policy review and development



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workplan for 2025/26 and outlined a consultative approach and process for policy review work.

Committee discussed challenges related to effective implementation of extension policy, how students entitled to assessment extensions should be notified, and noted risks arising from inconsistent LENS/SITS data thus raising the need for Blackboard and LENS information to be synced.

Action:

USC/25-26/005.i Academic Affairs to circulate final copies of approved policies following final Council of the year to Schools.

(ii) Revised Fitness to Practice Policy

A memorandum from Ms Victoria Butler, Secretary to the College/Director of Governance, dated 11 September 2025, was circulated, with attached amended policy. The Senior Lecturer & Dean of Undergraduate Studies welcomed Anne Marie O'Mullane, Deputy Secretary to the College, and Ms Sheena Brown, Project Manager, Secretary's Office to speak to the item.

Ms Anne Marie O'Mullane presented to USC that the Fitness to Practise Policy, revised and approved in December 2024, required further amendments to align with updated Statutes, incorporate feedback on students with disabilities, and reference the new Student Capacity Advisory Group. The revised policy also allows Committees to consider a student's full record, and reflects the Reasonable Accommodation Policy. She concluded by advising that the stakeholder consultation is completed and approval is now sought from the Undergraduate Studies Committee.

Decision:

USC/25-26/005.ii USC approved the proposed revisions to the Fitness to Practice Policy and recommended it to Council.

USC/25-26/006 Any other business

The Senior Lecturer & Dean of Undergraduate Studies thanked Ms Patricia Callaghan for her services as Academic Secretary over the last 25 years.

USC/25-26/007 Section B (Minutes)

None



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USC/25-26/008 Section C (For information)

USC noted and approved the following items:

1. Suspension of Dual Degree Programme with University of Sydney

Memorandum from Dr Catherine Conlon, Head of School – School of Social Work and Social Policy, dated 13 August 2025.

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2. List of Derogations 25/26

Memorandum from Ellen Kampinga, Academic Affairs on Derogations from Progression and Award Regulations for 2025/26, dated 5th September 2025.

3. Trinity Elective Sub-Committee Membership 2025/26

Memorandum from Prof. Mark Sweetnam, Associate Dean of Undergraduate Common Architecture and Chair of the Trinity Electives Sub-Committee, dated 02nd September 2025.

4. Laidlaw Programme Report

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5. Request to change branding for Trinity Columbia Dual B.A. programme

Memorandum from Dual Degree Programme Director, dated 12th September 2025.

6. Matters approved under vacation procedures

Changes to the Calendar Part II regulations for Dental Science as approved by USC circulation in date 21st July 2025 and Council in date 22nd July 2025.