

**Quality Promotion Committee Meeting**  
**11.00am – 12.00pm**  
**Wednesday 16<sup>th</sup> March 2022**  
**Zoom Online Conference Call**  
**Minutes**

**Attending:** Aisling McKenna, Annabella Stover, Margaret Heffernan, Gabriel-Miro Muntean, Deirdre Nic Mhathúna, Nuala Lonergan, Marie O'Flanagan, Orla Nic Aodha, Aisling Twohill, Karsten Fleischer, Monica Ward, Jennifer O'Halloran, Jing Burgi-Tian, Cora O'Farrell, Claire Gubbins, Ecaterina McDonagh, Thomas Kelly, Enda McGlynn, Saumava Mitra, David McCarthy & Kate Goodman, Fiona Dwyer (Recording Secretary)

- 1 **Apologies:** Anne Sinnott, Billy Kelly, Bobbie Hickey,
- 2 **Adoption of Agenda** – The agenda approved with no changes.
- 3 **Minutes of meeting held 19<sup>th</sup> January 2022**– The minutes of the previous meeting were adopted with no changes
- 4 **Matters arising** - all updates to be discussed within the Agenda of the meeting.  
QPO correspondence and documentation in line with the new approved wording terms has been updated.
- 5 **Quality Review Updates;**

**Information Systems and Support (ISS) – Follow-up meeting**

It was noted that the ISS Follow-up meeting took place on 10<sup>th</sup> February, 2022. QPC extended its thanks to Alan Mangan for attending the meeting. Documentation is now being prepared for Governing Authority.

QPO are working with ISS to finalise their Prioritised Spending Proposals and a QPC subgroup will be arranged to sign off.

**Finance Office – Follow-up Meeting**

It was noted that the Finance follow-up meeting took place on 2<sup>nd</sup> March, 2022. The QPO team are working with Finance on their Prioritised Spending Proposals. Documentation is now being prepared for Governing Authority.

**Action 1:** QPO will be looking for volunteers from QPC to sit on a QPC subgroup to sign off on agreed Prioritised Spending Proposals for both ISS and Finance.

**Dundalk Institute of Technology**

It was noted that the first in person on site review in early 2 years was completed 23<sup>rd</sup> – 25<sup>th</sup> February 2022 on both the DCU Glasnevin Campus and DKIT Dundalk. QPC extended its thanks to Enda McGlynn on behalf of QPC for acting as Coordinating Reviewer for this review visit. Enda noted that it was a complex review visit but enjoyable. The Draft PRG Report is due 21<sup>st</sup> March 2022. A process for the completion of a quality enhancement planning process is currently underway.

### **Estates Office**

It was noted that the review visit is due to take place next week from 23<sup>rd</sup> – 25<sup>th</sup> March, 2022. Final preparations are in order. Nuala Lonergan will act as Coordinating Reviewer on behalf of QPC for this review visit. It was noted that the review visit would take place on both campus Glasnevin and St Patricks Campus. Deirdre Nic Mhathúna asked if the peer review team will visit the All Hallows Campus. Aisling noted that a tour of the All Hallows was possible, and would be scheduled into the review visit.

**Action 2:** AMcK to ensure that the Estates Review includes a tour of the All Hallows Campus

### **Faculty of Science & Health**

It was noted that self-assessment is well underway. Timetable and visit preparation are very much at an advanced stage. The review visit is taking place 17<sup>th</sup> – 20<sup>th</sup> May.

### **2022/23 Upcoming Reviews**

#### **Library and IOE**

AMcK thanks Jennifer O'Halloran, Marie O'Flanagan and Saumava Mitra for attending a QPC Subgroup to select the external peer review group members for the Library and IOE. QPO will start inviting the selected external peer panel and we hope by early April to have complete panels.

#### **OVPA**

AMcK met with the Registrar to discuss a timeline for the review of the Office of Vice-President Academic Affairs in 2022/23. It is anticipated that this review will take place in June 2023. This will be confirmed by the next QPC meeting.

### **6 2022/23- DCU Business School Quality Review**

It was noted that AMcK met with Victor Lima to discuss the DCU Business School Quality Review and their aim to participate in the EQUIS accreditation process in 2023. It is proposed that the DCU Business School internal quality review take place in either May or June 2023, aligned to the standards of EQUIS accreditation. This will require a number of procedural adaptations, which the Quality Promotion Office will support, in co-operation with the Faculty. QPC discussed the proposed memo on the proposed format and structure of the DCU Business School Review", seeking to align the procedures of the internal quality review with the standards of EQUIS. QPC agreed to adopt the principles and procedural adaptations for the DCU Business School Review Visit.

### **7 QQI- DCU Annual Quality Report 2020/21**

QPC discussed the DCU Annual Quality Report for the 2020/21 academic year. It was noted that the QQI Annual Quality Report does not include information on all external accreditation of programmes by Professional, Statutory or Regulatory Bodies. It was noted that DCU are allowed to provide information on up to five of the main accreditations and the criteria that QPO decided to use was based on the largest number of students with the largest number of programmes. QQI agreed as part of a compromise all institutions that they provide their top 5 only. AMcK noted her thanks to all staff across the University for contributing to the completion of this document. It was noted that this Report will be provided on the QPO website later in the year.

**Action 3:** AMcK will ask QQI would there be an opportunity for some flexibility for some institutions to send more information on the smaller accreditations.

## 8 Student-Staff Forums- Semester 2

Jing Burgi-Tian provided a brief update on the Highlights from Semester 2 staff student forums. It was noted that the QPO in partnership with DCU Students' Union and OSL, facilitated a series of eight Student-Staff Forums, one for each of the five faculties as well as for Library, Finance and ISS. A total of 45 students and 30 staff members attended the forums. The Forums were well attended with a high level of engagement, open and transparent conversations, timely and constructive feedback from students, and positive engagement from lecturers and staff members.

**Action 4:** Discussion at next QPC meeting on the format and any refinements on the structure of the Staff Students Forums.

## 9 Studentsurvey.ie

AMcK wanted to acknowledge her appreciation of support with the SU in the joint approach and shared responsibility with the field work. It was noted that the prizes were co-funded with DCU Students' Union and are likely to have contributed to the strong response rate to date. Jing noted that 2800 responses had been received to date. It was noted that DCU currently had a response rate to the survey of 25%, and that this was currently the highest response rate of any university participating in the fieldwork in 2022. AMK extended thank all QPC members for their support so far in encouraging participation in the survey.

## 8. QPO Activity Report (March – May 2022)

The committee received a detailed update of QPO activities covering the period of March to May 2022.

## 9. AOB –

**The next meeting will be held on the 18<sup>th</sup> May, 2022**