**Quality Promotion Committee**

**Minutes**

**Meeting Online**

**Wednesday 28th June 2023**

**11.00am – 12.30pm**

**In attendance:** Anne Sinnott, (Chair), Rachel Keegan (Secretary), Claire Gubbins, Áine McNamara, Saumava Mitra, Deirdre Nic Mhathúna, Deirdre Reynolds, Eoin Crossen Margaret Heffernan, Martin Brown, Ashling Bourke, Michael Freeley, Annabella Stover, Marie O’Flanagan, Fiona Dwyer (Recording Secretary)

**Apologies**: Darren Myler, Ecaterina McDonagh, Monica Ward, Paul Young, Sarahann Mooney, Thomas Kelly, David McCarthy, Jing Burgi-Tian

**In attendance:** Aisling McKenna (item 6)

1. **Adoption of Agenda**

The agenda was adopted with no changes.

1. **Minutes of meeting**

The minutes of the previous meeting of 18 January 2023 were approved with no changes. The notes of 15 March and 17 May 2023 were noted.

1. **Matters arising**
* The Chair welcomed Dr Rachel Keegan to her first QPC meeting as the new Director of Quality Promotion and Institutional Research.
* It was noted that work on showcasing QuID-funded initiatives is ongoing, and QPO colleagues are working with Communications & Marketing on a video for the website.
* It was noted that QPO is reviewing the review template and visit schedule for the smaller quality review areas.
1. **Quality Review Updates**

Dr Rachel Keegan provided the following Quality Review updates to QPC:

**Library**

The PRG Report is finalised, and Library colleagues are now working on their QuEP Report, which is due 28 July 2023.

**IOE**

The PRG Report was circulated in the papers for this meeting. The area is working on their QuEP Report, which is due 31 August 2023.

Dr Claire Gubbins described her experience as the Coordinating Reviewer and offered to give advice to any prospective coordinating reviewers. She noted that the review panel worked incredibly well together. Mr Eoin Crossen noted that the report goes into detail in relation to the shortfall in student representation. He noted that it is important that programme chairpersons encourage student representation, and he informed members that DCU Students’ Union is working on this at the University level.

**OVPAA**

It was noted that the Quality Review visit took place from 31 May to 2 June 2023. The OVPAA is now working on the QuEP report, which is due 8th September 2023.

Dr Deirdre Nic Mhathúna, coordinating reviewer, noted the significant work involved in preparation for the review visit. She noted her thanks to QPO colleagues for their support and guidance throughout the process.

**DCU Business School**It was noted that the Business School will hold their Quality Review visit on 6 - 8 September 2023. The QPO are continuing discussions on quality review documentation with the Business School as this review is based on an EQUIS accreditation model. It was confirmed that the peer review group panel is now complete, and the SAR Report is due on 14 August 2023. The Chair extended her thanks to Dr Martin Brown, who would be the coordinating reviewer for the visit.

**DCU Sport**

It was noted that the DCU Sport Quality Review visit has been scheduled for 11 – 12 April 2024. The QPO met recently with the Director of Sport to discuss the focus of the review. The area is currently working on the peer group nominations list.

**Communications & Marketing**

It was noted that the QPO had an Initial meeting with the Director of Communications and Marketing, and a review visit has been scheduled for 24 – 26 April 2024. The area is working on the peer group nominations list.

**Faculty of Engineering & Computing**

It was noted that QPO had an Initial meeting with the Dean of the Faculty. The Quality Review visit has been scheduled for 7 – 10 May 2024. The area is working on the Peer Group nominations list.

**OVPR**

It was noted that QPO had an Initial meeting with the Vice-President for Research and Innovation. The Quality Review visit has been scheduled for 19 – 21 June 2024. The area is working on the Peer Group nominations list.

**Action;** The QPO will be recruiting QPC members to act as coordinating reviewers in the upcoming quality review visits in 2024.

**6. Studentsurvey.ie Taught Survey**

Ms Aisling McKenna provided a summary presentation on the Studentsurvey.ie Taught Survey. She provided a detailed overview of responses relating to the elective academic integrity module, which DCU selected for the 2023 survey. The slides were made available to members in the papers.

**7. QPO Activity Report (May to June 2023)**

The reportwas noted.

**8. AOB**

The Chair recorded her thanks to the following outgoing members, noting their engagement and contribution to the work of the QPC: Prof Claire Gubbins, Ms Nuala Lonergan, Ms Marie O'Flanagan, Mr Thomas Kelly, Dr David McCarthy and Dr Monica Ward.

The next meeting will be held on **20 September 2023 at 10am**