**Quality Promotion Committee Meeting**

**11.00am – 12.00pm**

**Wednesday 18th May 2022  
Zoom Online Conference Call**

**Minutes**

**Attending:** Anne Sinnott (Chair) Aisling McKenna, Annabella Stover, Deirdre Nic Mhathúna, Nuala Lonergan, Orla Nic Aodha, Aisling Twohill, Karsten Fleischer, Monica Ward, Jennifer O'Halloran, Jing Burgi-Tian, Claire Gubbins, Ecaterina McDonagh, Thomas Kelly, Enda McGlynn, Saumava Mitra, Margaret Heffernan, David McCarthy & Bobbie Hickey, Fiona Dwyer (Recording Secretary)

1. **Apologies**: Cora O Farrell, Marie O'Flanagan, Gabriel-Miro Muntean, Kate Goodman
2. **Adoption of Agenda** – The agenda approved with no changes.
3. **Minutes of meeting held March**– 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**.**
5. **Quality Review Updates;**

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

It was noted that the ISS Follow-up meeting took place on 10th February, 2022.. 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 2nd March, 2022. The review documentation was approved by Governing Authority at their April 2022 meeting The QPO team are working with Finance on their Prioritised Spending Proposals.

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

**Dundalk Institute of Technology**

It was noted that Dundalk Institute of Technology are working on their Quality Improvement Plan and they are scheduled to have a pre follow-up meeting with DCU Graduate Studies office on the 13th June ahead of their finalisation of the Quality Improvement Plan to address the DCU perspective to align with the partnership agreement. QPO are working with the Graduate Studies Office on this process.

**Estates Office**

It was noted the review visit took place from 23rd – 25th March, 2022. Thanks to Nuala Lonergan who acted as Coordinating Reviewer on behalf of QPC for this review visit. It was noted the QPO have received the draft Peer Group Report from the peer review team and the Estates Office have provided some feedback on the report. Aisling and Nuala will be discussing the Estates feedback on the final PRG Report this week. It was noted that QPC will see this final report at the June meeting.

**Faculty of Science & Health**

It was noted the review visit is taking place this week from 17th – 20th May. QPC is represented by Gabriel-Miro Muntean as the Co-ordinating Reviewer. It was noted that there has been very active engagement from the Faculty of Science & Health throughout the self-assessment process and the visit will include meetings with a wide range of stakeholders.

**2022/23 Upcoming Reviews**

**Library**

It was noted the review visit is taking place from the 22nd, 23rd & 24th February 2023 and the QPO have finalised the Peer Review Group. Thank you to Ecaterina McDonagh who has agreed to be the co-ordinating reviewers for this review. The QPO are in the process of finalising the DCU Internal Reviewers and will provide an update at the June 2022 meeting. The QPO anticipant that this department will start their self-assessment in September 2022.

**IOE**

It was noted the review visit scheduled for 19th -21st April, 2023. It was noted that recruitment of PRG is complete and the review team is now confirmed. Thank you to Claire Gubbins who has agreed to be the co-ordinating reviewers for this review. It was noted that this is the first time that the Institute of Education will be reviewed and the team in IoE have already commenced self-assessment activities.

**OVPAA**

It was noted that the review visit dates are confirmed for 31st May - 2nd June 2023

The QPO are working with OVPAA in relation to their suggested nominations for peer reviewers. The QPO will start recruiting the internal members of the review team in September 2022.

**Action 2:** QPC subgroup will be required to select the external members for the OVPAA quality review visit.

**DCU Business School**It was noted that QPC agreed to adopt the principles and procedural adaptations for the DCU Business School Review Visit. It was noted that the EQUIS accreditation has been approved for February/March 2024. It was noted that the Business School have proposed to hold their Quality Review Visit in September 2023.

1. **Student-Staff Forums Feedback Semester 2**It was noted that the QPO, in partnership with the DCUSU and OSL facilitated a series of eight Student-Staff Forums, one for each of the five faculties as well as for Library, Finance, ISS & Estates. The Forum for Institute of Education was cancelled due to scheduling conflicts with the graduation ceremony, and with the majority of attendees. 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.

Jing is looking forward to hearing any feedback on improvement to help us perfect this mechanism of collecting student feedback and making it more effective.

**QPC Comments:**

* SU are slightly concerned about fall off from attendance of students in the second semester.
* Staff expressed that they feel this is a positive and impactful process but feel we need to get a balance that suits students if its online or in person.
* SS&D would like to see an opportunity in relation to data gathering and scaffolding the conversation. Have more structure in place in terms of pulling together the feedback from the conversation. Co design a conversation framework around pillars of particular themes.
* Finance felt that the same themes surfaced at each of their forums on particular areas like Susie grants. The students who attended didn’t have any feedback on some of the knish topics of conversation.

**Action 3:** QPO to progress discussions on the model for Staff-Student Forums with members of the incoming DCUSU team to ensure active and positive engagement by both students and staff in 2022/23

1. **DCU Rankings Performance Presentation**University Rankings Performance- presentation by Nathalie Groszewski, Nathalie presented on the results from the most recently published rankings releases (THE impact rankings) and a number of anticipated releases over the coming months ( QS World University Ranking (WUR) 2023 – for publication June 2022, QS Graduate Employability (for publication September 2022). The presentation included information on the methodologies behind the main rankings that DCU participates in, and the activities being undertaken by the Rankings Performance Analyst to support positive outcomes in international rankings publications.

**8. QPO Activity Report (March – May 2022 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 29th June 2022