

**EDUCATION COMMITTEE  
MINUTES**

Wednesday 18 November 2020

2.00 p.m. – 3.15 p.m. via Zoom

**Present:** Dr Sarahjane Belton, Dr Claire Bohan, Professor Mark Brown, Professor Michelle Butler, Dr Brian Corcoran, Professor John Doyle, Professor Barbara Flood, Ms Margaret Irwin-Bannon (Secretary), Mr Billy Kelly, Professor Anne Looney, Professor Lisa Looney (Chair), Ms Aisling McKenna, Ms Pauline Mooney, Dr Joseph Stokes, Mr Lucien Waugh-Daly and Dr Blanaid White

**In attendance:** Mr Martin Grehan

**Apologies:** Professor Greg Hughes

**SECTION A: AGENDA, MINUTES AND MATTERS ARISING**

**1. Adoption of the agenda**

The agenda as circulated was adopted.

**2. Minutes of the meeting of Education Committee, 21 October 2020**

The minutes of 21 October 2020, were approved and it was noted the final version would be formally signed at a later date.

**3. Matters arising from the minutes of 21 October 2020**

3.1 The Chair noted that a meeting with Mr Billy, Kelly, Ms Pauline Mooney and Ms Margaret Irwin-Bannon is planned to review the outstanding matters arising and to develop an implementation plan, in the wider context. The outcome of the meeting will be reported to Education Committee (Item 3).

3.2 It was noted that discussions on the cycle of presentations and provision of statistical reports to Education Committee by the Institutional Research and Analysis Officer are ongoing (Item 3.2).

3.3 It was noted that work on a position paper on double and dual awards will be ongoing over the coming months (Item 3.3).

3.4 It was noted that teaching effectiveness, one of the key priorities of the Teaching and Learning Strategy will be discussed by the Director of Quality Promotion and the Chair (Item 3.5).

- 3.5 It was noted that work is ongoing on adaption of the PPR process with a view to ensuring there is a process for the quality assurance of the creation of 'new programmes' where the existing programme has changed substantially since its initial accreditation (Item 3.6).
- 3.6 It was noted that a memo was due to be sent to Senior Management outlining the University-level issues raised through the Faculty APR summary reports (Item 3.7).
- 3.7 It was noted that an external review of the newly approved programme, Graduate Diploma in Web Technologies had been completed and the programme response to that feedback was now awaited (Item 3.8).
- 3.8 It was noted that work on the update of the Revised Academic Offering form to take account of the creation of new major programmes as a response to funding calls will be completed in the context of a more in-depth review of academic approval processes (Item 3.9).
- 3.9 It was noted that an 'add-on' product that might provide a solution to the extraction of data from Loop which could measure the relative engagement of cohorts, is currently being explored. The Dean of Teaching and Learning/Deputy Registrar indicated that he would continue to update Education Committee as the matter is progressed (Item 3.10).
- 3.10 It was noted that further discussion would take place with respect to the accreditation process which should be applied to the DCU Futures new programmes funded under HCI, Pillar 3 (item 6)
- 3.11 It was noted that the Dean of the DCU Institute of Education was working on gathering qualitative data on the experiences of staff and students of changed assessment approaches in the COVID context (Item 7).
- 3.12 It was noted that work has commenced on the collation of PPR data across the University (Item 9).
- 3.13 It was noted that the minor title change to a programme mentioned in the HCI approval process documentation had been made (Item 6a).
- 3.14 It was noted that the DCU Business School Periodic Programme review schedule had been clarified and the revised schedule is reflected in the finalised documentation (Item 9.1).
- 3.15 It was noted that the Faculty of Engineering and Computing Periodic Programme review schedule had been clarified and the revised schedule is reflected in the finalised documentation (Item 9.2).
- 3.16 It was noted that a minor error in the documentation for the exit award from the MSc in Psychology and Wellbeing had been corrected and resubmitted (Item 10).
- 3.17 It was noted that as proposed to Education Committee, the Graduate Diploma in Business Analytics (HCI Pillar 1) had a start date of 18 January 2021 and an end date of 31 August 2021. DCUBS notified a change to the end date to correspond to Semester 1 of 2021-22 on 27 October 2020. The programme will be completed over the calendar year 2021.

- 3.18 It was noted that the Graduate Certificate in Business Administration, an exit from the MSc in Business Administration (PNU) was approved by Chair's action, 29 October 2020.
- 3.19 It was noted that the creation of the Graduate Certificate in Management (Business) as a stand-alone programmes (already an existing exit from the MSc in Management (Business) in response to the July Stimulus Higher Education Skills package was approved by Chair's action, 2 November 2020.

## **SECTION B: STRATEGIC MATTERS FOR DISCUSSION/NOTING**

### **4. Update on strategic activities undertaken within the IUA/sectoral updates**

The Dean of Graduate Studies reported that a formal IUA meeting had not taken place since the last meeting of Education Committee.

He reported that the IUA (on behalf of IUA, HEA, QQI and THEA) has begun a review of implementation of the National Framework for Doctoral Education, using EUA Solutions (a consulting group of the EUA). This review involves a survey being completed by each HEI (via Graduate Studies Offices) and consultation with the National Framework for Doctoral Education Advisory Board.

Ms Aisling McKenna reported that university Quality Officers are currently coming to the end of a year-long project with Quality Qualifications Ireland (QQI), which focused on making the annual institutional quality reporting a more streamlined and efficient process. She indicated that the new reporting structure will be applied from January 2021 onwards.

The Chair reported on the following issues currently being discussed by IUA Registrars, who are meeting on a weekly basis:

- Issues arising in relation to programme delivery under Covid-19 restrictions, and planning for semester 2
- The operational challenges of managing the various funding schemes that were launched over the last number of months
- Engaging with the e new Government ministry focused on Higher Education

Professor Anne Looney provided a briefing on discussions with Technological University Dublin (TU Dublin) and Athlone Institute of Technology (AIT) with respect to proposed collaborative programmes. She indicated that the Teaching Council has recently published the new standards for Teacher Education programmes and the subject criteria for recognition of qualifications to teach particular subjects at second level. Informal talks had been taking place with TU Dublin and AIT with regard to the development of a Bachelor of Education Tech qualification, which would be a concurrent teacher education qualification. The DCU Institute of Education intends to progress those talks more formally and the next step would be to agree an MOU to frame the work of proposed working groups which will be set up to develop the programme proposals.

It was noted that the proposed programme with AIT would be in the areas of Design and Communications Graphics, Engineering and Technology. The programme in conjunction with TU Dublin would be in Home Economics, with DCU in this case, providing both the education and second subject content. It was noted that input will be invited from experts in DCU's other faculties with respect to both proposed programmes.

Education Committee welcomed this development noting that the offering of these programmes in Dublin would ensure the widening of participation in these particular subjects for teachers in the region.

## **5. Update on DCU strategy implementation/Human Capital Initiative (HCI) Pillar 3: Innovation and Agility**

The Chair reported on the progress on the HCI pillar 3 project as follows:

- The initial posts required for the project have been progressed and the process is at the stage of recruitment of 22 posts, the vast majority of which are academic posts
- The most recent focus has been on a revised budget submission
- The project plan has been adjusted for the first quarter due to the later than expected start
- The faculties/schools are focused on developing the programmes and on academic staff recruitment
- It is planned that the Chair will participate in an information session for Guidance Counsellors at the upcoming DCU Open Days, to provide some information on DCU Futures programmes
- The engagement with industry is yet to be initiated and it is expected to commence in early January 2021
- The next step will be to set up the project governance structure.

## **6. Student Survey.ie update**

The Institutional Research and Analysis Officer reported the following:

- The StudentSurvey.ie national report will be launched on 24 November 2020
- The survey reporting template is being finalised and the piloting of the undergraduate dashboard template report can begin
- A new working group on the time series report at the national level for 2016-2020, has been set up.

The Deputy Registrar/Dean of Teaching and Learning advised Education Committee that DCU has been consulted about a possible timeframe for the Student Survey, from early February to the end of March. He recommended that the DCU survey starting week would be after the mid-semester break, from 22 February – 14 March 2021, which would be weeks six to eight in the semester two academic calendar. It was noted that a DES drug usage survey was also planned and was likely to be completed sometime in late January and early February 2020, therefore the later DCU survey would ensure that there would not be a clash. The proposed dates were agreed, subject to eliciting feedback from DCU Students' Union that there were no other clashes anticipated.

## 7. Section B of Education Committee agenda (discussion)

The Chair sought the views of Education Committee on the current format of Section B of the agenda. In the discussion that followed there was agreement that Section B should focus on DCU's emerging projects and strategic priorities and that there could be a quarterly update on external/sectoral issues, as relevant. The following items were suggested as regular items: ECIU University, and Human Capital Initiative projects, SIS and the broader student experience and broadening participation.

It was agreed that the Education Committee agenda would be amended to reflect these priorities.

## SECTION C: PROGRAMME AND MODULE-SPECIFIC ISSUES

### 8. Faculty of Science and Health: Proposal for Professional Diploma in Teaching Physics in collaboration with NUIG and UL.

The proposed Professional Diploma in Teaching Physics, to be delivered in collaboration with NUIG and UL was the subject of an extensive discussion that focused on the following issues, some of which were addressed during the discussion, and others which, it was strongly recommended would be addressed through the finalisation of the Memorandum of Agreement:

- It was queried if DCU was recognising NUIG or UL accredited modules or if UL and NUIG were delivering content that supported DCU modules. It was clarified by Dr Blanaid White that the modules will be DCU modules with assigned DCU module co-ordinators. It was noted that it would be important that the quality of those modules would be assured and the role of the module co-ordinator would be important in this regard. It was noted by Dr White that the programme proposer would be directly involved in the quality assurance of the module content.
- The recognition of UL and NUIG modules was discussed and the Chair expressed a preference for the recognition of modules from other institutions as the modules would be quality assured within the home institution. It was clarified subsequently that while elements of the content exist as other modules in UL and NUIG, they are not in the exact format in which they are going to be delivered in DCU and therefore not accredited.
- It was noted that DCU could work with either model of credit recognition: recognition of the other institutions' modules or the delivery of content into DCU accredited modules, however the Chair indicated that a consistency of approach with proposals of a similar nature would be preferred.
- It was noted that there were some differences between the original proposal and the proposal as presented to Education Committee in terms of the division of credits. It was agreed that it would be made clearer in the documentation that the balance between the taught modules and the practitioner and laboratory based modules would be maintained, as required by the funding body.

- It was noted that there were a number of aspects within the MOU/Operational Framework which should be clarified if the model of the delivery of content by collaborating institutions is the model to be adopted:
  - Student Code of Conduct and Discipline and Student Complaints
  - Parchment and logos (it was clarified that Registry has a process in place for the accommodation of logos for collaborative programmes)
  - The basis on which DCU students can access a wide range of services in the other institutions. It was noted that the regional nature of the programme was a critical component for the Department of Education and Skills and that these aspects of the operational framework had yet to be discussed with collaborating institutions.
- It was noted that the deadlines for the development and delivery of this programme in January 2021 had been extremely tight and it was suggested that the programme should be approved subject to resolution of the operational issues.
- It was noted in the course of the discussion that there was no requirement for an MOU at this particular stage as the intention to collaborate had already been signalled. It was agreed that the MOA/Operational Framework document should become a Memorandum of Agreement (MOA), and should include an introductory section.
- It was noted that elements of the existing Operational Framework had been shared with Registry however the document was in draft and a meeting would be held with Registry to progress the draft agreement in advance of circulation to the collaborating institutions.

Following the discussion, academic approval of the programme was agreed on the basis that it is a DCU award and the modules to be delivered will be DCU modules, with delivery of content by the collaborating institutions, both of which are peer institutions within the IUA. It was agreed that elements of the memorandum of agreement would be subject to further clarification to ensure that the basis of the collaboration and its operation are clear, in advance of circulating to the collaborating institutions.

It was noted that a report recommending the academic approval of the programme would be prepared for Academic Council consideration at its 9 December 2020 meeting

**9. Faculty of Humanities and Social Sciences: Periodic Programme Review activity undertaken in 2019-2020 and planned for 2020-2021**

Noted

**10. Faculty of Humanities & Social Sciences: Noting of Collaborative Provision Arrangements/Faculty approval of Stand-alone modules:**

The Faculty of Humanities and Social Sciences collaborative provision arrangements were noted and are as outlined in Appendix I.

It was noted that there were no stand-alone modules approved by the Faculty in 2019-2020.

**11.** Any other business

There were no items of business.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Date of next meeting:**

16 December 2020  
at 2.00 pm  
Via Zoom

**APPENDIX 1**

**Collaborative Provision arrangements approved by Faculties during 2019-2020 and noted by Education Committee, 18 November 2020**

| School (s)/Faculty   | Type of Collaboration  | Title of the module (s)/Programme(s) involved  | Approved by:   | Level of due diligence completed  |
|--|--|--|--|---|
| <p><b>School of Law and Government / Faculty of Humanities and Social Sciences</b></p> | <p><b>Renewal</b> of Consortium Agreement between DCU, the University of Glasgow, and Charles University, Prague, in relation to the delivery of an Erasmus Mundus Joint Master Award, with the addition of the University of Trento as a new partner institution (2019-2025).</p> | <p>International Master in Security, Intelligence and Strategic Studies (IMSISS)</p> | <p>Vice-President, Academic Affairs/Registrar</p>                | <p>Full internal review of Consortium Agreement, but no additional due diligence required for renewal. All partners are highly ranked, EU-based, public universities.</p>                                 |
| <p><b>School of Communications / Faculty of Humanities and Social Sciences</b></p>     | <p><b>Renewal</b> of MoA between DCU and Ballyfermot College of Further Education (BCFE) in relation to the delivery by BCFE of a DCU-accredited programme (Sept. 2016-Sept. 2021)</p>   | <p>BA in Media Production Management</p>   | <p>Executive Dean, Faculty of Humanities and Social Sciences</p> | <p>Following discussion with OVPAA, and in the context of short-term extension of MOU prior to full re-accreditation, no further due diligence required. BCFE have QQI compliant QA systems in place.</p> |