**Quality Promotion Committee Meeting**

**11.00am – 12.00pm**

**Wednesday 27th June 2018, A204 Glasnevin Campus**

**Minutes**

1. **In attendance:** Daire Keogh – Chair, Aisling McKenna, Eamon Costello, Celine Heffernan Michael Gannon, Catherine Maunsell, Annabella Stover, Neil O’Boyle, Monica Ward, Callaghan Commons, Lark McGovern, Fiona Dwyer (Recording Secretary).
2. **Apologies**: Gillian Barry, Fiona Brennan, Miriam Corcoran, Goretti Daughton, Nicholas Dunne, Brian Freeland, Karen Johnston, Billy Kelly, Siobhan McGovern, Emer McMahon, Niamh O’Sullivan , James O’Higgins Norman, Paul Smith
3. **Adoption of Agenda** – The agenda approved with no changes.
4. **Minutes of meeting held 16th May 2018** – were adopted
5. **Matters arising and action items updates –**

Aisling and Daire welcomed our new student union representatives to the Quality Promotion Committee; Callaghan Commons and Karl McGovern.

Aisling and Daire thanked Mr. Michael Gannon, Dr. Neil O’Boyle and Dr. Emer Ní Bhrádaigh for their considerable contributes as members of DCU QPC over the past three years.

**New QPC members** starting in September 2018 are as follows;

Dr. Margaret Heffernan (DCUBS), Ms. Margaret-Irwin Bannon (OVPAA), Dr Sharon O'Brien (SALIS) and Dr Paula Murphy (School of English).

1. **Irish Survey of Student Engagement (ISSE)**

High level results presented by Aisling McKenna.

The partnership approach to the fieldwork has proven to be effective considering our 8% increase in response rates for 2017/18. Therefore, work will commence in Semester I 2018/19 with the incoming SU executive to develop faculty level relationships ahead of the 2019 survey. Data from 2017/18 will be disseminated before the end of the Summer.

**Action 1:** AMK toshare slides with QPC members

1. **DCU Institutional Review update**

AMK provided an update to the committee on the approach to self-assessment to date.

The implementation of QA procedures with DkIT should be finalised by in July 2018.

The Peer Review Team for institutional Review was finalised and details are provided in the QPC papers.

The QPO are working on the draft of Institutional Self-Evaluation Report to be completed for the final Steering Committee meeting on the 27th June and will be then sent to the President’s Office and Executive for review.

Daire Keogh and the QPC acknowledged the hard work and dedication by the QPO putting together the draft of Institutional Self-Evaluation Report.

**Action 2:** AMK to send QPC draft report for overview and any suggestions

1. **Quality Reviews updates**

AMK provided an overview of the review status as follows:

* **President’s and Deputy President’s Office** Review – Prioritised spending proposals agreed.
* **Office of Vice-President External Affairs** – final PGR report received, submitted to SMG for review, work has commenced on QUIP
* **School of Mathematical Sciences** – final PGR report received, submitted to SMG for review, work has commenced on QUIP
* **Office of Student Life** – Continuing liaison regarding development of Self-Assessment Report. Completion of Peer Review Group.
* **Student Support and Development** – Continuing liaison regarding development of Self-Assessment Report. Completion of Peer Review Group.
* **Chief Operations Officer** Quality review visit for 22nd, 23rd & 24th May 2019. External PRG nominations due in Mid-August 2018

1. **QUID Funding** – In June we have received all 22 QUID Funding Progress Reports.
2. **QPO Activity Report (May - June 2018)**

The committee received a detailed update of QPO activities covering the period May – June 2018, within their papers.

1. **AOB**

**N-STEP:** The Staff/Student Pilot Forums are now complete. Discussions to review the possibility of implementing similar forums across the remaining three faculties is currently underway and a proposal will be presented to QPC before the end of the summer. Plans to develop a framework, which may sit under the remit of the QPC, in terms of embedding these forums in faculty decision-making structures will be outlined in the aforementioned proposal.

**Next QPC meeting 2018:** 19th September 2018