EDUCATION COMMITTEE

MINUTES

Wednesday 3 September 2014

2.00-3.40 p.m. in A204

Present:	Mr Billy Kelly (Chair), Dr Claire Bohan, Professor John Costello, Mr Gary Gillick, Dr Lisa Looney, Ms Louise McDermott (Secretary), Professor Barry McMullin, Mr Martin Molony, Dr Anne Sinnott, Professor Fionnuala Waldron, Dr Sheelagh Wickham
Apologies:	Dr John Doyle, Professor Eithne Guilfoyle, Professor Alan Harvey, Dr Sarah Ingle
In attendance:	Dr Mairéad Nic Giolla Mhichíl, Ms Aisling McKenna

The Chair, on behalf of the Education Committee, welcomed the Vice-President – Education Officer of the Students' Union, Mr Gary Gillick, to his first meeting. He also expressed appreciation to Mr Martin Molony and Dr Sheelagh Wickham for their very significant contributions to the work of the EC during their terms of office.

SECTION A: AGENDA, MINUTES AND MATTERS ARISING

1. **Adoption of the agenda**

   The agenda was adopted subject to the inclusion of one submission under Item 8.

2. **Minutes of the meeting of 4 June 2014**

   The minutes, which had been confirmed electronically on 19 June 2014, were noted.

3.   Matters arising from the minutes

3.1   It was <u>noted</u> that an audit of assessment practice at module level was being carried out and that the outcomes would be available for the EC meeting of 1 October 2014.   (Item 3.2)

3.2   It was <u>noted</u> that the ePortfolio initiative would formally be launched in due course. (Item 3.4)

3.3   It was <u>noted</u> that the working group on timetabling was continuing its deliberations. (Item 3.5)

3.4   It was <u>noted</u> that the arrangements in respect of the revised approval procedures were now in place. (Item 3.7)

3.5   With respect to the revised Joint Honours programme in the Faculty of Humanities and Social Sciences, it was <u>noted</u> that discussions were in progress about the feasibility of grouping subject combinations on transcripts of results for ease of reference. (Item 3.8)

3.6   It was <u>noted</u> that Professor Guilfoyle and Mr Kelly were in discussion about the feedback to be drawn up and circulated to Faculties on foot of the Faculties' reports to the EC on the implementation of APR in 2013/14. (Item 3.9)

3.7   It was <u>noted</u> that the description of progress with respect to QuEST had been reworded and that consideration was being given to the implementation of the non-SSOT elements of QuEST. (Item 6.2)

3.8   It was <u>noted</u> that the proposal in respect of the MPhil (Education) award had been reworded. (Item 8)

3.9   It was <u>noted</u> that the protocol on the initiation, approval, management and implementation of 3U joint academic programmes had been approved by Academic Council at its meeting of 11 June 2014. (Item 15)

3.10   It was <u>noted</u> that an exit award from the MSc in Work and Organisational Behaviour, i.e. Graduate Certificate in Work and Organisational Behaviour, had been approved by Chair's action on 3 July 2014.

SECTION B: STRATEGIC MATTERS FOR DISCUSSION

4.   Update on activities undertaken within the IUA

4.1   With respect to quality issues, the following were <u>noted</u>:
- the IUA response to the QQI Review of Reviews report was submitted to QQI, and the DCU response will shortly be submitted
- work on the International Education Mark and the associated Code of Practice is continuing within QQI in consultation with the IUA
    - QQI will, in the coming months, be liaising with relevant institutions with a view to ensuring the implementation of the requirements of the Qualifications and Quality Assurance (Education and Training) Act 2012 with respect to linked institutions
    - the Annual Institutional Report (AIR) template is currently undergoing revision with a view to making it usable on a more flexible basis than is the case at present.

4.2   With respect to graduate research issues, the following were <u>noted</u>:
- dialogue is continuing with the HEA and QQI about issues relating to quality in doctoral education
- work on the database of PhD opportunities is ongoing, and the formal launch of PhD.ie will take place shortly; it is possible, though not known for certain, that the IUA may take ownership of the initiative
- dealing with student complaints and appeals is recognised as being very time consuming, and increasingly so; it is therefore all the more important to ensure that systems and processes are watertight.

5.   Report on the Irish Survey of Student Engagement

5.1   With respect to the 2014 ISSE exercise, it was <u>noted</u> that the institution-specific reports would be circulated in draft form on 22 September 2014, with the final reports being made available in October. A second type of report, focussing on the impact of engagement with ISSE on institutional behaviour, will be made available in January 2015.

5.2   One issue that emerges from the 2014 data, overall, is a concern about the work-readiness of students/graduates in the Humanities, as perceived by students themselves. It was <u>noted</u> that, to the extent possible given the low response rate, the outcomes of relevance to DCU in respect of this issue would be analysed.

5.3   Discussion has taken place about the desirability or otherwise of making the survey available in the same format to students in 2015. It is likely that this will be done; notwithstanding the length of the present survey, those who undertake it tend actually to complete it, and using the same survey as at present has the advantage of facilitating comparisons with the results of surveys in other places such as Australasia and the United States.

5.4   A series of workshops, designed to raise awareness and knowledge with respect to data integrity issues, is being held in four higher education institutions; one of these will be held in DCU in mid-October 2014.

5.5   The importance of ensuring synergy between ISSE and exit surveys of research students, which involve the use of a common set of questions agreed by the IUA institutions, was <u>noted</u>, as was the fact that the IUA is in discussion with funding agencies about the issues (such as data protection issues) that arise when such agencies contact research students or graduates of research degrees with requests for information.

5.6   It was <u>noted</u> that the working group on surveys includes the following as members: Mr Kelly, Mr Gillick, Ms McKenna and Dr Pip Ferguson of the Teaching Enhancement Unit.

5.7   It was <u>noted</u> that Ms McKenna had made a short presentation on ISSE outcomes 2014 to Academic Council at its meeting of 11 June 2014.

6.   EC goals 2014/2015

6.1   The importance of articulating goals at a high overarching level and maintaining a clear distinction between them and their associated projects was <u>noted</u>.

6.2   In the discussion, which took detailed account of the *Mission-Based Performance Compact between Dublin City University and the Higher Education Authority* (February 2014), the following were <u>noted</u>:
- it will be important to achieve clarity about the role of the EC vis-à-vis developments in terms of regional clusters
- the advent of a new staffing resource should foster developments with respect to the Age-Friendly University initiative
- the advice of Professor Guilfoyle will be sought with respect to the role of the EC vis-à-vis the forthcoming University access strategy

- it will be important to ensure that there are systems for recording all APR and PPR activity
- it will be important to ensure that there are systems for recording all relevant training undertaken by academic staff as well as broad guidelines as to what constitutes relevant training
- the definition of a blended programme will need to be clearly articulated, and all relevant data captured
- it would be desirable to include a goal relating to global mobility for the student body
- it would be desirable to articulate what is considered to be the optimum size for DCU and to ensure that there is regular horizon-scanning with respect to potential new programmes as well as a system for terminating programmes where necessary
- discussions are in progress about revising the format of SSOTs.

6.3   It was <u>agreed</u> that Dr Looney, Ms McDermott and Ms McKenna would meet to draft revised goals on the basis of the discussion and that the information to be made available by Ms McKenna to Governing Authority on 18 September 2014, on progress in relation to the implementation of *Transforming Lives and Societies*, would inform this work. The revised draft goals will be circulated to the EC for comment prior to the 1 October 2014 meeting, with a view to having the goals finally agreed at this meeting.

6.4   It was <u>noted</u> that Dr Looney intended to make a presentation to one of the EC meetings in 2014/15 on the uptake of training opportunities by research students.

SECTION C: PROGRAMME- AND MODULE-SPECIFIC ISSUES

7.   **Proposed change of title to Professional Master of Education**

<u>Approved.</u>

8.   **Any other business**

Ms McDermott noted that she would be in touch with the EC with a view to determining the membership of the EC Standing Committee for the first half of 2014/15.

Date of next meeting:

Wednesday 1 October 2014, 2.00 p.m. in A204

Signed: _____   Date: _____
              Chair