

**EDUCATION COMMITTEE****MINUTES**

Wednesday 15 February 2017

2.00 – 2.40 pm in A204

**Present:** Dr Claire Bohan, Dr Jennifer Bruen, Professor Michelle Butler, Professor Eithne Guilfoyle (Chair), Professor Greg Hughes, Ms Margaret Irwin-Bannon (Secretary), Mr Billy Kelly, Dr Garrett McGuinness, Ms Aisling McKenna, Ms Pauline Mooney, Professor Anne Sinnott, Dr Joe Stokes

**Apologies:** Professor Mark Brown, Professor John Doyle, Professor Barry McMullin, Professor Pádraig Ó Duibhir

**In attendance:** Ms Karen Johnston, Institutional Research and Analysis Officer

The Chair opened the meeting and welcomed Dr Joseph Stokes to his first meeting of Education Committee in his capacity as Dean of Graduate Studies.

**SECTION A: AGENDA, MINUTES AND MATTERS ARISING****1. Adoption of the agenda**

The agenda was adopted.

**2. Minutes of the meeting of 11 January 2017**

The minutes were approved, subject to the deletion of the following ‘*and the Dean of the Business School, who had raised the issue originally*’ (Item 3.1). The minutes were signed by the Chair.

**3. Matters arising from the minutes of 11 January 2017**

- 3.1 It was noted that following the introduction of the Guru system the External Examiner response rates in terms of submission of reports had increased from previous years. It is intended to review the item over the academic year 2016-2017 (Item 3.2).
- 3.2 It was noted that once submitted the Accreditation Report for the Master of Education in Literacy Professional Practice—originally validated by Education Committee as the Master’s in Literacy (Write to Read)—and the Faculty response to the report will be considered by Education Committee Standing Committee (Item 9).
- 3.3 It was noted that technical issues with respect to the publication of the First Destination Survey outcomes on the university website were being dealt with by ISS (Item 3.3).
- 3.4 It was noted that the link to the Climate Action and Low Carbon Development Act 2015 was circulated to Education Committee (Item 10.3).

**SECTION B: STRATEGIC MATTERS FOR DISCUSSION/NOTING****4. Update on strategic activities undertaken within the Irish Universities Association (IUA)**

Report on meetings of 19 January 2017 (IUA Registrars, Quality Officers and Deans of Graduate Studies)

**4.1 *IUA Registrar’s Group***

The Chair noted that she had not been in a position to attend the meeting of the IUA Registrar’s Group of 19 January 2017 however, she informed the Committee of a number of ongoing issues as follows:

- The Central Applications Office has taken over the operation of the HEAR and DARE schemes.
- A proposal to set up a National Access Policy Group to look at access issues across the HE sector more broadly is currently being developed and will be presented to the Registrars at their next meeting.

- In the context of Brexit, the HEA have clarified that students coming from the UK and registering in Irish universities will continue to be charged EU fees/registration for the next four years. This decision will be revisited at a future date.

#### 4.2 *IUA Registrar's Group and Institutional Quality Officers*

The Director of Quality Promotion and Institutional Research reported on the IUA Quality Officers meeting with the IUA Registrar's Group and the following were noted:

- The focus of the meeting was on the QQI Annual Institutional Quality Report which is due for submission on 17 February 2017. The appropriateness of the publication of the report in its current format was also discussed.
- Three open QQI consultations were noted as follows:
  - (i) Development of quality assurance guidelines for research programmes
  - (ii) Guidelines for Blended/e-learning Quality Assurance
  - (iii) Procedures for focused reviews by QQI of the implementation and effectiveness of provider quality assurance procedures. The IUA Quality Officers will be providing a collective response to the focused review consultation in particular, seeking clarity in a number of areas, including the threshold and conditions against which the use of this procedure could be triggered.

#### 4.3 *IUA Deans of Graduate Studies*

There were no items of note to report with respect to the meeting of the IUA Deans of Graduate Studies.

### 5. **Irish Survey of Student Engagement (ISSE) 2016-2017**

The Director of Quality Promotion noted that the working group to discuss communication for the ISSE survey had met and tasks had been delegated with respect to encouraging student participation. Initiatives and incentives to encourage participation include amongst others, prizes to the value of €1000 and a video produced by the students. A presentation to Heads of School to promote awareness of the survey will also take place.

## 6. Education Committee Goals 2016-2017

The Chair noted that it was intended that Education Committee would focus on developing a Teaching and Learning Strategy in the context of the institutional strategy currently being developed. It was intended that a discussion document would be submitted for the consideration of the Education Committee meeting of 15 March 2017.

The Deputy Registrar/Dean of Teaching and Learning indicated that he had met recently with the Associate Deans for Teaching and Learning and it was intended, as a starting point, to evaluate the achievement of commitments made in the Teaching and Learning strategy 2012-2017, review outputs from School and Faculty Quality Reviews and to generate some ideas on initiatives for a new strategy.

## 7. Registration, cancellation and withdrawal report 2006/07-2016/17

The Registration, cancellation and withdrawal report was discussed and the following were noted:

- Student withdrawals for the academic year 2016-2017 to date are up slightly on 2015-2016 for the same period—2.9% up to 3.4% (99 students up to 119).
- Trends in relation to the proportion of undergraduate entrants formally withdrawing during their first year remain relatively stable, when a full year of withdrawals is taken into account.
- Internal transfers at first year level are continuing to rise, but only slightly
- It would be useful to examine how those who transfer fare relative to their original cohort.
- There is some duplication in the categorisation of reasons for transfer due in part to the addition of categories to provide increased detail and the maintenance of the older withdrawal codes.

## SECTION C: PROGRAMME AND MODULE-SPECIFIC ISSUES

### 8. Proposed restructure of the Master of Engineering in Digital Health and Medical Technologies (3UMCHT)

The proposal was approved.

**9. Change of title and change in delivery mode for MSc in Computing (Data Analytics)**

It was noted that the programme as proposed is an existing accredited MSc programme which will be delivered off-campus by DCU staff at Princess Nourah Bint Abdulrahman University.

The programme was approved.

**10. Proposed stand-alone module, School of Nursing and Human Sciences: Teaching and Assessing in Health Care Practice, NS4543**

The proposed module NS4543 was noted, subject to clarification with respect to how the outline content delivery of 82.5 hours by the external provider relates to the 250 hours, required for the award of ten credits, and detailed in the module specification provided.

**11. Any other business**

There were no items.

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

**Date of next meeting:**

Wednesday, 15 March 2017

at 2.00 in A204