

## **EDUCATION COMMITTEE**

### **MINUTES**

Wednesday 2 May 2018

2.00 – 3.45 pm in A204

**Present:** Dr Claire Bohan, Professor Mark Brown, Ms Jennifer Bruton, 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 and Professor Joseph Stokes

**Apologies:** Professor Michelle Butler, Professor John Doyle, Dr Anne Looney, Professor Lisa Looney and Mr Brendan Power

**In attendance:** Ms Karen Johnston

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

#### **1. Adoption of the agenda**

The agenda was adopted.

#### **2. Minutes of the meeting of 4 April 2018**

The minutes of the meeting of 4 April 2018 were approved and signed by the Chair.

#### **3. Matters arising from the minutes of 4 April 2018**

- 3.1 It was noted that the Annual Dialogue meeting with QQI took place on Monday 30 April 2018 at which DCU presented its proposed linked provider definition and its dual approach in discharging its duties as a Designated Awarding Body. It was noted that QQI expressed satisfaction with this proposed approach.

In the context of our current relationships it was clarified that under this proposed definition DCU is currently the Designated Awarding Body for the Dundalk Institute of Technology (DkIT) Graduate School only. It was noted that DCU's existing linked provider agreement with DkIT addresses DCU's responsibilities as a Designated Awarding Body, and oversight of policies and procedures is already in place through the Graduate Research Studies Board. DCU and DkIT will meet with QQI at the beginning of June 2018 to finalise the proposed approach and at this stage the process will be finalised. It was noted too that once agreement has been reached with QQI the DkIT Graduate School would then be included in the DCU cycle of quality reviews.

Ms A. McKenna noted her sincere thanks to all colleagues involved in bringing this matter to a satisfactory conclusion (Item 3.1).

- 3.2 It was noted that work on the publication of an interim First Destination Survey outcomes report is ongoing (Item 3.2).
- 3.3 It was noted that the form to address collaborative provision type 11 will be drafted over the coming months (Item 3.3).
- 3.4 It was noted that the Deputy Registrar/Dean of Teaching and Learning had met with the Associate Deans of Teaching and Learning to discuss the drafting of a student programme survey. However in discussions they had agreed that it would not be appropriate to substitute a module level survey with a programme level one in the context of assessing quality of teaching. It was felt students should continue to be offered the opportunity to provide feedback on a module level and therefore the module level survey would continue as previously (Item 3.4).
- 3.5 It was noted that a sub-group of Education Committee, convened to clarify issues with respect to the validation financial template, had met on 5 April 2018. At that meeting it was noted that the Director of Finance had commissioned a consultancy report in order to review the related issues of 1) setting up a business development unit in the university, 2) income generation 3) DCU's costs base, and 4) ensuring benefit flows to the relevant academic areas, all of which are explicit or implicit in the strategic plan. As this exercise intersects directly with aspects of the validation process, it was considered prudent to await the outcome before settling on the best route forward for Education Committee (Item 3.5).
- 3.6 It was noted that the recommended amendment to the title of the Springboard programme 'Higher Diploma in Science in Interaction Design' is on the agenda of this meeting (Item 3.6).

- 3.7 It was noted that clarification on implementation issues raised with respect to the additional pathways to the BEng/MEng in Mechanical and Manufacturing Engineering and the BEng in Biomedical Engineering by Education Committee at the 14 March 2018 meeting are ongoing. It was noted that a request had come from Registry to note that staff members had queries about the operationalisation of the programme and would contact the Faculty in this regard. As the outstanding items related to the operationalisation of a proposal already approved by Education Committee it was agreed that the matter would be taken off the Education Committee matters arising listing (Item 3.7).

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

### **4. Update on strategic activities undertaken within the Irish Universities Association (IUA)**

The Chair provided an update on the IUA Registrar's Group meeting which had taken place on 26 March 2018.

The following were noted:

- The Registrars have expressed concern about the garda vetting procedure and the burden of administration that has been placed on the universities.
- Concern was also noted with respect to the recent HEA request for additional personal data and compliance issues.
- The Chair noted that she is the IUA representative on the Teacher Supply Steering Group, which has been established to ensure that there is an adequate supply of primary and secondary teachers.
- The equivalency of the International Baccalaureate to the Leaving Certificate is being reviewed once again. The Admission Officers are currently completing a comparison of how the CAO and other systems, including the UK treat the qualification for admissions purposes.
- Discussions are taking place with respect to the new Leaving Certificate subjects and differences between institutions are becoming evident in relation to whether or not Information Technology and Physical Education should be treated as laboratory subjects.
- The Registrars are concerned about the approach being adopted by SFI with respect to the requirement for SFI funded doctoral students to receive graduate training in centres in the UK.

## 5. Irish Survey of Student Engagement (ISSE)

It was noted that ISSE data 2018 has been received by DCU and its analysis will take place in due course.

### 5.1 ISSE Dashboard (Tableau) presentation, Ms Karen Johnston

Ms Karen Johnston presented on a new analytics tool she has been researching for the analysis and presentation of ISSE results. She was seeking the view of Education Committee on its use in the absence of any other analysis tool. In the discussion which followed Education Committee noted its usefulness and ease of use and suggested the following:

- DCU should be mindful, in the absence of a comprehensive reporting tool currently, that there should not be a proliferation of different reporting tools throughout the University.
- That it would be useful to consult with Information Systems Services (ISS) on consolidation of data analysis tools.
- That it would be advised to put a proposal on the use of Tableau to the IS Governance Group
- That it would be useful to consult with Dr O. Duggan in the Strategic Intelligence and Operational Excellence Unit in this regard.

## 6. Teaching and Learning Strategy

The Chair noted that the final version of the Teaching and Learning Strategy document had been submitted to the President and Deputy-President.

## 7. Annual Programme Review Reports:

### 7.1 DCU Business School

Noted

### 7.2 DCU Institute of Education

Noted

## 7.3 Faculty of Engineering and Computing

Noted

## 7.4 Faculty of Humanities and Social Sciences

Noted

## 7.5 Faculty of Science and Health

Noted

## 7.6 Open Education

Noted

The Annual Progression Review Reports from each Faculty/Unit were reviewed. The following were noted with respect to those issues at University level which may require future consideration of Education Committee.

- The offering of INTRA to an increased number of programmes.  
It was noted that the Head of Student Support and Development is currently collating information from faculties on likely future demand for INTRA placements, and assessing resources in this regard.
- The move of 'change of module choice' for students from weeks two and three of semester to weeks one and two.
- Consideration of whether or not to introduce an undergraduate exit award before completion of the final year of a level 8 programme for students who have reached final year and who are unable to pass the programme.

The Chair noted that, in line with usual practice, she would submit a report on the University-level APR outcomes to Executive.

**SECTION C: PROGRAMME AND MODULE-SPECIFIC ISSUES****8. Faculty of Engineering & Computing: Collaboration with Beijing Normal University (BNU) MEng in Electronic and Computer Engineering**

The proposal was approved. It was suggested that the Faculty would be mindful of the use of Gmail for communication and the potential issues that might arise for students resident in China.

**9. Open Education: Change to programme titles****9.1 Higher Diploma in Science in Software Development to Higher Diploma in Software Development**

The change to title was approved

**9.2 Higher Diploma in Science in Interaction Design to Higher Diploma in Interaction Design**

The change to title was approved

It was requested that clarification should be sought on the date of implementation of the new titles--either September 2018 or September 2019.

**10. Faculty of Science and Health, BSc in Environmental Science and Health (ESH)/BSc in Environmental Science and Technology (EST): request to allow registration for existing ESH students to EST programme**

The request was approved on condition that each cohort chooses to exit with one award and not with 'either/or'.

**11. DCU Institute of Education: Validation proposal: Master of Education (Autism Spectrum)**

The validation documentation of the Master of Education (Autism Spectrum) was considered and the merit of the proposal was noted. It was requested that the following items would be addressed in the documentation and the proposal resubmitted for consideration of the 31 May 2018 meeting of Education Committee.

- To address the potential risk of taking potential applicants from the Master's in Special Educational Needs and not necessarily increasing the overall number of students
- To provide clarity on the various exit awards in each case
- The financial statement assumes a student population of 20 in year one and 37 in year two and so on, however the documentation indicates that there will be a target intake of 12 students in year one and the numbers will increase by five-seven in the second year i.e. year one should be based on 12 students, year two on 17 students and so on. It is requested that the finance template reflects accurate projected numbers.
- While recognising that it is an existing module, Education Committee would like further detail on the research methods module and assurance that the required hours for 15 ECTS credits can be accommodated.
- To consider if the titles of the existing modules taught on the GCEAS reflect that they are specialist autism modules
- To correct minor typographical errors.

## 12. Any other business

There were no items of business.

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

**Date of next meeting:**  
Wednesday, 30 May 2018  
at 2.00 in A204