

Quality Promotion Sub-Committee

Minutes of the meeting of 3 November 2010

Present: Professor Jim Walsh (Chair), Professor Ray O'Neill, Dr Tom O'Connor, Professor Rowena Pecchenino, Dr David Redmond, Dr Richard Watson (Secretary).

Apologies: Professor Tom Collins, Dr Honor Fagan, Professor Margaret Kelleher, Mr. Cathal McCauley, Dr Bernard Mahon, Mr. Colm Nelson, Mr. Aengus Ó Maoláin.

In attendance for item 3: Professor Peter Denman

1. Minutes and Notes of meeting of 18 October 2010

The draft minutes and notes of this meeting had been circulated and were accepted.

2. Matters arising

Under 3, it was pointed out that it might be preferable, in providing feedback to a unit under review, to avoid conveying discussion of matters which the unit is not required to address in the Self Assessment Report.

Under 7, the Secretary reported that he had invited the President of the Students' Union to provide the name of a suitable second student representative to serve on the Sub-Committee.

3. Self Assessment Report from the Graduate Studies Office

The QPSC reviewed the draft Self Assessment Report (SAR) of the Graduate Studies Office. The Sub-Committee welcomed the delivery of the draft Report before the imposed deadline. Some concern was expressed that the Office had failed to reflect adequately the excellent work it had done and how much it had achieved in the few years since its establishment. It was pointed out that the Report had been produced in a short space of time and in very difficult circumstances, arising mainly from staff shortages, and that there was not much time for any major changes to be made in the draft under consideration.

There were two main suggestions which the Sub-Committee wished to make. The first concerns the mention of the Graduate School. Since one of the main functions of the Graduate Studies Office is to provide support for the Graduate School, it might be best to add at the start of the SAR a short preamble outlining the genesis of the Graduate School, with an account of the discussions inside and outside the University that gave rise to the establishment of one Graduate School, rather than three; this would facilitate discussion before and during the Peer Review Visit on matters which have not yet been decided at University level, such as the nature of a "One Stop Shop" which hopefully would provide a clear pathway for graduate students without leading to duplication of process and expertise in the areas of admission, registration, examination and use of the Student Record System. The Vice President for Research

is to help the Director of Quality in outlining to the Dean of Graduate Studies the main features of this addition.

The second suggestion is to include some of the commendations made in the Institutional Review and to make more mention in the SAR of the many positive aspects of the work of the Graduate Studies Office.

There were many other suggestions for improvements in various details of the SAR. In view of the shortness of time before the final version of the SAR is to be sent to the External Peer Reviewer, it was thought that it might be best if the Director of Quality conveys these verbally to the Dean of Graduate Studies.

4. IUQB visit concerning *National guidelines of good practice for the approval, monitoring and periodic review of programmes and awards*

Consideration of this item was deferred.

5. Peer Review Groups for forthcoming reviews

Dr Honor Fagan had offered to act as an internal reviewer for the review of the Centre for Media Studies. The Secretary pointed out that this would be her third review in this academic year, and that other volunteers would be welcome, if only to ensure the presence of a substitute on the panel.

6. AOB

None.