



Maynooth University Quality Committee
Meeting 28th May 2025 at 10.30am

Minutes

Present: Professor Ronan Farrell (Chair), Dr Teresa Lee (Secretary), Dr Elizabeth Boyle, Dr Anne O'Brien, Ms Kyla Henry

Apologies: Professor Joseph Coughlan, Professor Fiona Lyddy, Mr Austin Power, Mr Eamonn Sullivan

In Attendance: Ms Helen Berry

Agenda Item	Key Points/Decisions	Actions, if any (Follow-up by)
1. Declaration of Interest	The Chair asked the Committee members if they had any conflicts of interest.	No conflicts.
2. Minutes	The draft minutes of the meeting on 5 th March 2025 were accepted as accurate.	Minutes approved.
3. Matters Arising	<p>The Director of Quality introduced the following items:</p> <ul style="list-style-type: none"> IEM Application The Maynooth University application was submitted on time. All institutions will receive the outcome in October 2025. Maynooth University has 100% complied. QQI Green paper Level 5 & 6 qualifications The Director of Quality thanked everyone for their comments, Maynooth University has made a good submission and has also contributed to the IUA submission. QQI Green paper on ATP policy The Director of Quality introduced this item and confirmed the Maynooth University feedback has been incorporated into the IUA submission. The Chair stated that the IUA has concerns about the proposed interactions between the FE Sector and the University Sector. There was strong feedback from the IUA. 	<p>For Note</p> <p>For Note</p> <p>For Note</p>

4. Fourth Cycle of Quality Reviews	<p>4.1. Research Development Office Quality Improvement Plan -12 month follow up report</p> <p>The Director of Quality introduced this item and stated that of the 19 recommendations made, 2 are incomplete, 2 are completed, with the remaining recommendations in various stages of completion. A lot has been achieved in the timeframe, considering the changes that have taken place in this Unit.</p> <p>It was noted that some fields were left blank. It was agreed that commentary should be provided against each item. This to be required going forward.</p> <p>A discussion followed on the follow up required for the next set of reviews. It was suggested to consider a 12 month follow up, a 24 month follow up and a 5-year short report to close matters out.</p> <p>4.2 Framework of Quality</p> <p>The Chair introduced this item and stated that this process has been outstanding for some time from the Internal Audit Review by Mazars and needs to be focused on. The Director of Quality stated the draft Framework is required to be completed by the end of June. The Director of Quality will work on this, send out a draft Framework to the Quality Committee for consultation and feedback and will arrange a Quality Committee Teams meeting at the end of June to discuss in detail. The draft document to be sent to the Deans/UE members/HOD's/Faculties for consultation over the Summer (Aug/Sept). The Quality Committee should meet early in the Academic Year to review all the feedback and formalize the document. The document will be sent to Academic Council and Governing Authority for note. The list of key documents (internal and external) that units need to consider as part of their quality review should be incorporated.</p> <p>The Quality Assurance & Enhancement Policy to be submitted to AC and GA for approval.</p>	<p>The Director of Quality to send out a draft Framework to the Quality Committee for feedback and arrange a meeting at the end of June to discuss the detail and finalise for distribution to the Deans/UE members/HOD's and Faculties for consultation over the Summer.</p>
5. QQI Matters	<p>5.1 QQI NFQ Programme of Works 2024-2030</p> <p>The Director of Quality introduced this item which highlights the projects set out by QQI between now and 2030 in relation to the NFQ. There are many other projects proposed by QQI for other elements of its work. This is resulting in a large amount of extra work for the HE sector.</p> <p>5.2 White Paper - Procedures for Focused Reviews by QQI of the Implementation and Effectiveness of Provider Quality Assurance and Access, Transfer and Progression Procedures -2025</p> <p>The Director of Quality introduced this item and stated that the existing policy has been expanded to incorporate provision for reviews of ATP procedures and effectiveness. It also provides for any other focused reviews that QQI considers necessary where concerns arise with individual HEIs, which was in the previous</p>	<p>For Note</p>

	<p>version of the policy also. This is of concern and may have significant implications. The Director of Quality is drafting our key concerns & the Quality & Qualifications Group are forwarding their concerns to the Registrar's Group.</p> <p>5.3 White Paper - QQI Monitoring Policy and Framework -2025</p> <p>The Director of Quality introduced this item and stated a previous policy existed, but this one expands greatly on the reach of QQI in terms of monitoring and reporting of and for HEIs including IUA universities. They are looking to collect a lot more data, both qualitative and quantitative. This needs a close look in terms of reach of QQI and consideration of the workload impact for HEIs. The Director of Quality will collate the feedback data for the submission due on 27th June.</p>	The Quality Committee to read the document and provide feedback to the Director of Quality in the next two weeks.
6. Quality Committee membership	<p>5.1 Membership</p> <p>The Director of Quality introduced this item and noted that our Quality Committee membership is small (10) in comparison to the other IUA universities which have approximately 24 members. As the amount of work is increasing it is essential that we increase the membership to approximately 15 members and include a more senior representation.</p> <p>A discussion followed and it was agreed we need to think about the structure of the Committee over the Summer and early in the new Academic Year. A broader mix is required and more representation from the Professional Services Units. It was suggested that new members would need an induction regarding the remit of the Committee and to highlight the Strategic importance of the Quality Office/Quality Committee to the broader community. It was agreed that a training programme/handbook would be developed.</p> <p>It was remarked that the Quality Committee's Terms of Reference do not capture quality enhancement and it is something the Committee does not consider or look at enough.</p>	
AOB	None.	
Date of next meeting	The next meeting will be scheduled at the end of June via Teams to discuss the draft Framework.	
Dates for Academic Year 2025/26	We will try and align the meetings with Academic Council and Governing Authority. It was suggested that the meetings be extended to 2 hours in duration.	