

Quality Promotion Sub-Committee

Minutes of the meeting of 12th November 2012

Present: Professor Jim Walsh (Chair), Dr David Redmond, Dr Tom O'Connor, Mr Cathal McCauley, Professor Honor Fagan, Professor Rowena Pecchenino, Professor Bernard Mahon

Apologies: Professor Ray O'Neill,

In Attendance: Ms Helen Berry

1. Minutes of Meeting of 19th September 2012

The Minutes of the meeting were accepted

2. Matters Arising

Quality Implementation Plans

The QIP for Maths/Physics needs to be signed off by the President. A QIP for Access was submitted by Ann O'Brien before she retired and has been delayed by the transition period. The Student Services QIP needs to be followed up on and the Computer Centre is preparing their QIP. The Finance Office review predates the QIP process and is therefore not required. Going forward the President wants the relevant Dean and Jim Walsh to attend the QIP meetings.

QQAI Bill

The report came into effect on 6th November 2012.

National Student Survey (NSS)

There is a Steering Group now in place. Una Crowley is on the overall Group and Jim Walsh is joining the Group on the design of the survey instrument.

International Office Self Assessment Report

The Chair stated that the self assessment report had been returned to the International Office for updates to be made. The target date for a review is March 2013.

3. Draft Annual Report

The Chair introduced this item and pointed out the report needs to go to the University Executive, the Planning and Development Committee, and to the Governing Authority. The report was reviewed and discussed and some minor amendments were made.

4. Workplan 2012/13 and schedule for Cycle 3 Reviews

The Chair circulated a document summarising when Departments and Units were last reviewed. Forty reviews were completed and four are underway and we also had an Institutional Review. The Quality Bill will require us to undergo a Quality Review in the next four to five years, there are requirements for programme reviews also, and there is a move towards thematic reviews. A discussion followed on the pros and cons of Departmental

reviews, Faculty reviews, and thematic reviews. A sequence of reviews will need to be worked out and then decide where the different types of departments and administrative units fit into the scheme. In the first half of next year we should decide what type of reviews are required, and what the guidelines are for the reviews. The schedule should begin in 2013/14 and we should plan a five year schedule of reviews. The Chair will work on a draft schedule.

A discussion followed on what progress has been made on implementing the recommendations of the quality reviews completed. Clarity is needed on whether the Deans need to be involved at this point or if the Acting Director of Quality should go directly to the Departments. The Chair will discuss this with the President.

We are preparing to exit this cycle. The HR Office, the University Executive and Campus Planning will be reviewed next year.

5. AOB

None

6. Next meeting

The next meeting will be in December or January 2013