

MAYNOOTH UNIVERSITY Minutes of the Quality Committee 22nd April 2016

Chair: Paula Murray.

Also present: Jim Walsh, Dillon Grace, Fiona Lyddy, Roxanne Paul, Neil Trappe (Secretary).

Apologies: Michael Dunne, Marie Griffin, Siobhan Harkin, Anne Ryan

Welcome & introductions.

The committee introduced themselves and Neil Trappe volunteered to take minutes of the meeting.

Terms of Reference

Prof Jim Walsh, the Vice President for Strategy and Quality, outlined the terms of reference for the committee which is to give advice and oversight in quality assurance reviews and procedures in the University. The committee is a joint committee of Academic Council and Governing Authority and so must report to both bodies. It was highlighted the committee should meet at least four times per year and generally give recommendations on quality assurance matters and ensure procedures and in place to review quality issues.

Maynooth University Policy on Quality Assurance and Enhancement

Prof Jim Walsh summarised the working document 'Maynooth University Policy on Quality Assurance and Enhancement' which outlines the context for quality assurance and its principles, objectives and implementation in the University. Part 1 of the document outlines the background and legislative requirements for quality assurance both nationally (Quality and Qualifications Ireland, QQI) and at a European level (Council of Ministers). In Part 2 of the document, the local policy and implementation is outlined for Maynooth University. It was recognised that University rankings and indeed our current curriculum reforms all feed in to the quality assurance process in parallel. Prof Walsh will implement some recommendations received externally and circulate the latest draft of this document for final comment from the committee members. The approved draft will then be submitted to the May Academic Council and June Governing Authority Meetings for approval and then this document will form the central policy document on quality assurance within the University.

Schedule of Quality Reviews 2014-2021

A draft schedule of quality reviews (cycle 3) was circulated for note to the committee. This ambitious schedule outlines the plan to review administrative and academic departments as well as an institutional level review in a 7 year period to 2021. A number of ongoing reviews will generate reports in the near future to be assessed by this committee.

Reporting arrangements to the University and QQI

A quality assurance annual report is due in September for Academic Council and Governing Authority. The 2015 QQI annual quality assurance report is currently also due as they update their reporting template. Prof Walsh proposed to set up a working group to review the new QQI report template and then to align the University quality assurance procedures accordingly.

AOB

None

Date of Next Meeting

The next meeting will take place in May with a final date being sought via a Doodle poll.