

Quality Committee Meeting Minutes: 23rd October, 2018

Present: Paula Murray (Chair), Jeneen Naji, Stephen Buckley, Colin Graham, Katie Deegan

Apologies: Marie Griffin, Siobhán Harkin

In Attendance: Zsuzsanna Zarka (Secretary)

1. Minutes of last meetings

The minutes of meetings on 7th March, 20th March, 16th April, 27th June and 28th August were adopted.

2. Matters Arising

Professor Anne Ryan, a member of Academic Council representing the Faculty of Social Sciences on the Quality Committee, has retired from the University. The nomination of a new member to the Quality Committee is on the agenda for the Monday, 5 November meeting of Academic Council. A letter to Dr Mark Maguire, Dean of Social Sciences, asking for his support in securing the nomination of a new member to the Quality Committee in advance of the meeting of Academic Council, would be prepared for the Chair's signature.

The letter to Dr Alison Hood, Dean of Teaching and Learning noting the Committee's concerns regarding SELE has been finalized for signature by the Chair.

3. Correspondence

None

4. Update on Working Group on Collaborative Provisions

Dr Jeneen Naji, Chair of the Working Group on Collaborative Provisions, updated members on progress. Outlining the proposed approach, potential members approached and indicating initial discussions that took place at Faculty meetings, the Chair of the Working Group moved on to updating members about challenges encountered at this phase.

Following discussion, members agreed to action writing a letter to the Registrar asking for clarification on the status of the Working Group before further progress takes place.

5. Update on Working Group on Programmatic Review of Omnibus Programmes

Professor Stephen Buckley, Chair of the Working Group on Programmatic Review of Omnibus Programmes, updated members on progress. Outlining the proposed approach, discussions that took place with the Faculty Deans, the Chair of the Working Group moved on to updating members about challenges encountered at this phase.

Following discussion, members agreed to action writing a letter to the Registrar asking for clarification on the status of the Working Group before further progress takes place.

6. Office of Strategy and Quality Annual Report, 2017-18

Dr Zsuzsanna Zarka, Quality officer, introduced this item and outlined the structure, main components and overall approach to the annual report. Members noted and welcomed the report.

7. Schedule of 3rd cycle of quality reviews in 2018-19

Dr Zsuzsanna Zarka introduced the item to the Committee, noting that a list of potential internal reviewers has been finalized.

Internal reviews have been scheduled in semester two for the academic departments in the Faculty of Science and Engineering, and the administrative unit of Estates & Capital Development.

Following discussion about the list of internal reviewers, the Secretary noted to follow up how the list is compiled, and check for any potential missing members of staff. Discussing the potential for identifying and reflecting on high-level learnings from peer review reports and quality improvement plans, the Committee noted that the synthesis report prepared for the Faculty of Social Sciences is alluding to such common learnings. The Committee welcomed the availability of faculty-level learnings from departmental reviews and the strategic opportunities this shift represented for the University.

8. Update on 3rd cycle of quality reviews in 2017-18

The Quality officer introduced the item to the Committee. Following discussion, members noted the quality improvement plan for Finance. Members noted that academic staff and Heads of Department would welcome the items identified in the plan. The Committee welcomed the robust document, and congratulated the review team on the report.

9. QQI Cinnte Institutional Review—Update on Planning Visit and Main Review Visit

The Quality officer provided an update to the Committee, discussing details and overall impressions about the Planning Visit (PV) while providing information on the proposed structure, schedule, expectations and the potential for members of the Quality Committee attending dedicated discussion slots during the Main Review Visit.

10. Irish Survey of Student Engagement (ISSE) 2018 national reports

Members of the Committee noted and welcomed the two national reports that were made available to institutions before their scheduled official publication date in November 2018.

11. Green Paper on Assessment of Learners and Learning (QOI)

The Quality Officer introduced the item to the Committee noting the consultation process that facilitates institutional and individual feedback on the Green Paper. The Quality Officer informed members that the Registrar is proposing the submission of an institutional response from Maynooth University by the 7th December deadline. Members were also informed that the Teaching and Learning Committee of Academic Council has also put the document on its agenda for discussion and feedback.

Following discussion, members welcomed and accepted Professor Colin Graham's offer to draft an initial response to the document. This initial draft would be circulated, providing members an opportunity to provide feedback.

12. A.O.B.

None