



A meeting of the MIE ACDC was held 02 May 2024 at 10:00 at Mary Immaculate College.

Present: Professor Neville Cox, Registrar (*Chair*)
Professor Martine Smith, Dean of Graduate Studies
Professor David Shepherd, Senior Lecturer/Dean of Undergraduate Studies
Professor Carmel O'Sullivan, Head of School of Education
Professor Michael Shevlin, Second Representative from the School of Education
Ms. Róisín Smith, Quality Officer
Professor Teresa O'Doherty, President of MIE
Dr Seán Delaney, MIE Registrar
Dr Joan Kiely, Undergraduate Programmes
Dr Gene Mehigan, Postgraduate Taught Programmes
Ms. Amanda Ryan, MIE Quality Officer
Dr Sandra Austin, MIE International Foundation Programme

Apologies: Mr Conn McCluskey, School of Education Manager

In attendance: Ms Shauna Cassidy, MIE Assistant Registrar; Dr Michael Cleary-Gaffney, Academic Affairs; Dr Elizabeth Donnellan, Academic Affairs; Ms Rima Fitzpatrick, Assistant Academic Secretary: Academic Affairs; Mr Brendan White, MIE IFP Programme Manager (for item MIE/ACDC/23-24/023-024); Ms Nora Varga, Admissions and Recruitment Manager for IFP (for item MIE/ACDC/23-24/023-024).

MIE/ACDC/23-24/021 Minutes of the meeting 29 February 2024

A member noted that that the minutes of the meeting held on the 29 February 2024 be corrected to include that Dr Sandra Austin was present at the meeting.

Pending the above correction, the minutes of the meeting held on the 06 December 2023 were approved.

MIE/ACDC/23-24/022 Matters Arising

- i. **MIE/ACDC/23-24/015.1:** The Registrar confirmed that GSC and Council approved the Master Education Studies (Further Education).
- ii. **MIE/ACDC/23-24/016.1:** The Registrar confirmed that GSC and Council approved an Irish Pathway within the existing Professional Master of Education (Primary Teaching).
- iii. **MIE/ACDC/22-23/017.1:** The Registrar confirmed that USC and Council approved the elective "Leadership in the Arts" (Bachelor in Education (Primary) & Baitsiléir san Oideachas trí mheán na Gaeilge (Bunmhúinteoireacht).

MIE/ACDC/23-24/023 Standing Update on International Foundation Programme by the Recruitment and Admissions Manager, Global Relations & MIE IFP Manager

The Registrar invited the Recruitment and Admissions Manager to provide an update



on this item.

A memorandum from the Admissions and Recruitment Manager for IFP, dated 23 April 2024, was circulated.

The Recruitment & Admissions manager stated that there had been 93 deposits payments made from 26 countries. At present the number of deposits paid are higher than the previous year. Applications have closed for a number of programmes. A waitlist will soon be introduced as the programme is reaching capacity. The Recruitment and Admissions manager stated recruitment trips had taken place in regions which target IFP students. To assist with marketing of the programme, Trinity Global have recorded videos of alumni from the IFP and videos of current students on the programme will be recorded shortly. These videos will be posted on social media channels.

The Registrar invited the MIE IFP Manager to provide an update on the IFP 2023/24 cohort. A memorandum from the IFP Manager, dated 22 April, was circulated which outlined information relating to the IFP 2023/24 cohort.

The MIE IFP Manager stated that current IFP students are sitting their examinations. Data on their performance and progression will be available in June. The MIE IFP Manager stated that there had been good collaboration between the IFP Team and Trinity and with individual Schools at Trinity. Examples of collaboration included IFP students taking laboratory practical experiments at Trinity's School of Physics and School of Chemistry, academic staff from Trinity assisting with the review of modules offered on the IFP programme and IFP students attending information sessions relevant to their destination degree. IFP students also attended the Trinity Open Days.

The IFP Manager stated that currently labs occur in April however, as part of the curriculum review, laboratory practical experiments will now occur earlier in the programme. It believed that this will further enhance student's engagement and motivation on the programme.

There are currently 117 students enrolled on the programme with 6 students having withdrawn from the programme. Students who withdrew from the programme withdrew in the first few weeks of the programme. The Senior Lecturer commended the excellent retention rate on the programme and queried whether students who withdraw from the programme are followed-up on. The MIE IFP Manager stated that he speaks with students who are intending to withdraw to identify if supports can be put in place or if they can be encouraged to stay on the programme. In some circumstances students are seeking to withdraw from the programme due to difficulties in their cultural, personal or financial circumstances. The Senior Lecturer queried what processes were in place for student's withdrawing from the programme. The MIE IFP Manager stated that students withdrawing from the IFP programme complete MIE's exit course withdrawal form which is the same form used by all students withdrawing from programmes at MIE.



The Registrar queried the age profile of students on the programme as previously there were students aged 16 years enrolled on the programme. The MIE IFP Manager stated most students on the programme are aged above 18 years, a small number are aged 16 years on enrolment and in the majority of cases these individuals turn 17 over the course of the programme. Students aged 16 years must have a legal guardian living in Ireland.

MIE/ACDC/23-24/024 Proposal to amendment existing modules on the IFP and consider for approval a new module.

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A memorandum from the IFP Manager, dated 22 April, was circulated along with the module review report and updated module descriptors.

The Registrar invited the MIE IFP Manager to speak to this item. The MIE IFP Manager stated that the current IFP had been running for 6 years and it was felt that it was an appropriate time to review the curriculum. This review took 12 months to complete and was influenced by recommendations from various stakeholders (external examiner reports, graduate of the programme, Trinity faculty involved in teaching undergraduate programmes that have received IFP Graduates and curricula benchmarking of comparable programmes).

The module review and development process was completed through engagement between current IFP teaching staff and Trinity Faculty with subject matter expertise. IFP Teaching staff provided an overview of the current approved version of the modules and outlined proposed revisions. Over 3 meetings Trinity Faculty and IFP teaching staff collaborated on the proposed revisions to IFP module descriptors. The IFP Curriculum Review Working Group reviewed the proposed revisions to existing modules and new module. These proposals were approved by the IFP Co-ordinating Committee and MIE Academic Council. The proposed revisions and new module were outlined in the Trinity International Foundation Programme Module Review Report which was circulated to MIE ACDC members.

The Senior Lecturer commended the work of all parties who participated in the curriculum review and in particular the work of the MIE IFP Manager. The Senior Lecturer stated that the review was rigorous and that he was happy with the proposed revisions. The Assistant Academic Secretary commended the quality of the report, the presentation of the proposed revisions and the clear rationale for the proposed revisions. The MIE President stated that the proposed amendments to the assessment strategy and assessment schedule would provide students with better balance across all modules. She noted that the IFP is a challenging programme however the proposed changes will enhance the programme. The Head of the School of Education commended the inclusion of Universal Design Learning (UDL) principles in relation to assessment. She noted that UDL is particularly important for learners on the IFP as student's previous teaching, learning and assessment experience may be considerably different to what they would experience in Ireland.

No other comments were made by MIE ACDC members in relation to the proposed revisions to existing modules or the new module.



The Student Recruitment and Admissions Manager and the MIE IFP Manager withdrew from the meeting.

Decision:

MIE/ACDC/23-24/024.1 MIE ACDC approved the revisions to current IFP modules and approved a new module entitled “*Introduction to Programming*”. These amendments will take effect from September 2024.

MIE/ACDC/23-24/025 Proposed Module Amendment (Tuiscintí Stairiúla ar an Oideachas) for Baitsiléir san Oideachas trí Mheán na Gaeilge

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A memorandum from Dr Claire Dunne, dated 19 April, was circulated along with proposed changes to the module.

The Registrar invited the MIE Registrar to speak to the item. The MIE Registrar stated that the proposed amendments were in relation to the assessment strategy for the above-named module. Currently, the module has two assessments (essay and terminal exam) while the equivalent module on the Bachelor in Education (Primary) only has one assessment. To bring equivalence to both modules, it is proposed that the above-named module’s assessment strategy is changed to have one written assignment only. The proposed change will enhance critical engagement and reflection on the content covered within the module.

MIE ACDC members did not voice any comments in relation to the proposed amendments.

Decision:

MIE/ACDC/23-24/025.1 MIE ACDC approved the amendments to the assessment strategy for the module entitled “*Tuiscintí Stairiúla ar an Oideachas*” on Year 1 of the Baitsiléir san Oideachas trí Mheán na Gaeilge. These amendments will take effect from September 2024.

MIE/ACDC/23-24/026 Proposed Module Amendment (Education and Culture (Literature)) for Bachelor of in Science Education Studies

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A memorandum from Dr Aimie Brennan, dated 19 April, was circulated along with proposed changes to the module.

The Registrar invited the MIE Registrar to speak to the item. The MIE Registrar stated that the proposed amendments related to broadening the themes covered in the module and removing specific reference to literature covered within each theme. The rationale for broadening the themes is to allow greater interconnectedness of themes with other modules on the programme. Minor modifications to the learning outcomes were proposed to reflect the broadening of themes. The MIE Registrar stated that the amendments were being proposed to the rationale and aims of the module descriptor and updating of the indicative reading list.

MIE ACDC members did not voice any comments in relation to the proposed



amendments.

Decision:

MIE/ACDC/23-24/026.1 MIE ACDC approved the amendments to the module entitled "*Education and Culture (Literature)*" on Year 2 of the Bachelor in Science in Education Studies. These amendments will take effect from September 2024.

MIE/ACDC/23-24/027 Proposed Programme Changes to the MES (Primary Mathematics Education)

A memorandum from the MIE Registrar, dated 17 April 2024, was circulated along with a track changed course proposal.

The MIE Registrar spoke to the item stating that feedback from the external examiner, programme team and students after the first year of delivery of the programme had lead to a number of amendments to the programme being proposed. These included:

1. Clarification that students would need to obtain an average of at least 70% of the available marks in the six taught first-year modules to obtain a distinction on the Postgraduate Diploma (Primary Mathematics Education).
2. Students who receive a grade of 40-49% be allowed to re-submit their dissertation at reassessment time. Students who receive 39% or below may be permitted to repeat the Research Methods module & Dissertation on books.
3. To reduce assessment burden amending the assessment strategy for the module entitled "*Contemporary Issues in the Teaching and Learning of Primary Mathematics*" and "*Differentiation and Challenge in Primary Mathematics*".
4. Amend the marking rubric for research proposals to be pass/fail and amend the marking rubric for the research dissertations to not include reference to a "third" grade.

The Dean of Graduate Studies welcomed the proposed amendments in relation to repeating the dissertation. She advised that MIE provide students with clear marking criteria on with what constitutes a fail score between 40-49% and 39% and below. She also noted that it must be made clear to students who fail their dissertation that they may require additional ethics approval if their dissertation is to alter prior to resubmission, and that this might have implications in so far as deadlines for submission are concerned.

Action:

MIE/ACDC/23-24/027.1 MIE to provide clarification in relation to the marking rubric for the dissertation to include what constitutes of fail grade between 40-49% and what constitutes a grade below 39%.

MIE/ACDC/23-24/027.2 MIE to make students aware that if they fail their dissertation and receive a mark between 40-49% they may not be able to re-submit during the re-assessment period if they require ethics.

Decision:



MIE/ACDC/23-24/027.3 MIE ACDC approved the proposed amendments to the Master's in Education Studies (Primary Mathematics Education). These amendments will take effect from September 2024.

MIE/ACDC/23-24/028 MIE Programme Entries for Calendar part II and III 2024/25

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A memorandum from the MIE Registrar, dated 22 April 2024, was April circulated along the proposed Calendar entries.

The MIE Registrar spoke to the item, stating that minor edits were being proposed for part II calendar entries. Proposed calendar part III entries include new approved programmes which will commence delivery in MIE in September 2024. The MIE Registrar stated that MIE are also seeking approval to suspend the MES in (Leadership in Christian Education) for 2024/25. The MIE Registrar noted that the programme named for suspension in the memo was incorrect.

The Dean of Graduate Studies stated that a separate memo from MIE stating their intention to suspend the Master in Education Studies (Leadership in Christian Education) would need to be submitted to Graduate Studies Committee for consideration and approval.

MIE ACDC members did not have any other comments in relation to MIE's proposed entries for the Calendar part II and part III 2024/25.

Decision:

MIE/ACDC/23-24/028.1 MIE ACDC approved the entries for the Calendar Part II and III 2024/25 and recommend the changes to USC and GSC for approval.

Action:

MIE/ACDC/23-24/028.2 MIE to submit a memo to Graduate Studies Committee seeking approval to suspend the Master in Education Studies (Leadership in Christian Education) for 2024/25.

MIE/ACDC/23-24/029 Standing update on Quality Assurance of Linked Providers by Quality Officer

The Registrar invited the Quality Officer to provide an update on matters related to Quality Assurance.

i. International Education Mark

The Quality Officer noted that it is proposed that the International Education Mark (IEM) will launch on May 13th 2024 and it is understood that institutions will submit their application on November 25th 2024. The Quality Officer noted that the delays in the launch of the IEM are related to a delay Department of Further and Higher Education, Research, Innovation and Science. The Quality Officer advised that MIE should start to prepare their application in advance of the summer. The Quality Officer stated that MIE needs to identify a member of staff who will lead on the IEM application and will attend meetings in relation to IEM.

The Quality Officer advised that MIE needs to outline within their IEM application how MIE provides a quality experience for international learners from pre-



enrolment though to the completion of their programme on both the IFP and other programmes offered at MIE.

The Quality Officer noted that feedback on MIE's revised English Language Policy had been received. The Quality Officer stated that it is important that the MIE's English Language Policy is approved in advance of MIE's IEM application.

The Quality Officer reiterated that the dates of the IEM launch and submission of application are tentative. She noted that once information becomes available to her, she will communicate this to MIE.

ii. MIE Institutional Review Report

The Quality Officer noted that the MIE Institutional Review Report would be considered for approval by Quality Committee on May 23rd and would be considered for approval by Council in June 2024. The MIE President and the MIE Registrar will attend the Quality Committee meeting. They will provide a short presentation speaking to the MIE Institutional Review Report and outline MIE's response to the report. The Quality Officer stated that after the report has been approved by Council, MIE can commence their implementation plan to action the recommendations from the Review Report.

iii. Annual Dialogue Meeting

The Quality Officer noted that MIE's Annual Dialogue Meeting with Trinity will be on June 6th.

MIE/ACDC/22-23/030 Standing update on Communication

- a) Inter-institutional collaboration including research – Head of School of Education and MIE President.

The Registrar invited the MIE President and the Head of the School of Education to give an update.

The Head of the School of Education stated that the "Tobar" project which is being led by Dr Miriam Colum of MIE in collaboration with colleagues from Trinity and MIE had received an additional year of funding. The extension of funding provides an additional year of fees funding to a PhD student working on the Tobar project. The funding covers fees only. MIE and The School of Education have provided financially toward the student's living expenses.

The Head of the School of Education informed MIE ACDC members that Trinity in partnership with MIE were successful in their tender to develop and provide a level 9 programme to upskill existing teachers to meet the Curricular Subject Requirements of the Teaching Council to register to teach Irish to Leaving Certificate Level. As a result of the successful tender, Trinity Council approved a Postgraduate Certificate in Irish for Teachers (30 ECTS) and Postgraduate Diploma in Irish for Teachers (70 ECTS). The first intake of students onto the programme will be December 2024/January 2025. The Department of Irish and Celtic Studies will



be the owners of the programme with staff from Trinity's School of Education and MIE teaching on the programme.

The MIE President informed members that the Teaching Council and National Tertiary Office had written to the Presidents/Provosts of the 7 centres of excellence who offer initial teaching education (primary) programmes to request a meeting to discuss proposals to develop new pathways onto primary teaching education programmes. The proposal is that Further Education providers and Higher Education Institutions co-design and co-deliver an initial teacher education (ITE) (primary) programme. Students would complete their initial 2 years with a Further Education provider and then transition to a Higher Education Institution and complete the remainder of the ITE programme. The Higher Education Institution could be a university or technological university. The rationale for this proposed pathway is to broaden the demographic profile of students who enrol onto ITE programmes.

The MIE President stated that she strongly opposes this proposal. She stated that since 2012, ITE providers place research-based teacher education at the core of ITE programmes. This results in students from ITE programmes being familiar with current research and are engaged in research on critical areas of teaching and teacher education. This practice of research-based teacher education would not be facilitated to the same extent if the proposed new pathway was introduced. The MIE President outlined that currently the demographic profile of students enrolled on ITE programme is quite broad. She outlined that similar ITE pathways were introduced in other countries and have not been successful.

The MIE President suggested that other pathways to ITE should be explored however, the proposal for 2 years at a further education provider followed by 2 years at a 3rd level provider raised concerns. Additionally, she noted that the proposal is in contrast with the Initial Teacher Education Policy which outlines that ITE provision will continue to be led by a small number of university-led centres of excellence.

The Head of School of Education, the Registrar, the Senior Lecturer and the Dean of Graduate Studies echoed the points made by the MIE President and noted that alternative pathways to ITE should be explored. The Head of School of Education and the Registrar stated that they would update the Provost on this matter. All members agreed that there are some concerns with the proposed plan and that will MIE and Trinity will inform the Teaching Council and the National Tertiary Officer of these concerns.

MIE ACDC members noted that MIE and TCD should be united in their opposition to this proposal.

- b) Policies and procedures relevant to MIE – Senior Lecturer/Dean of Undergraduate Studies and Dean of Graduate Studies.

The Registrar invited the Dean of Graduate Studies to provide an update.



The Dean of Graduate Studies noted that TCD had developed a research supervision framework which outlines the roles and responsibilities of the student and individuals involved in research supervision. The Dean stated that this framework would be shared with MIE.

The Dean of Graduate Studies noted that TCD updated its regulations and procedures in relation to suspected cases of academic misconduct. These procedures provide guidance to Schools on that steps must be followed when cases of suspected misconduct arise. She outlined that TCD had developed an Academic Integrity Form which calculates an indicative score and provides guidance on the recommended consequence. Based on feedback from the academic staff the procedure has been updated. The indicative score in relation to suspected misconduct will consider the year of study and the frequency of occurrence. The Dean of Graduate Studies reiterated that the indicative score does not dictate the consequence to the student but instead the parties involved (academic staff and student) decide the consequences to the student.

The Dean noted that Trinity was developing an institutional statement on generative artificial intelligence (Gen AI). She noted that Trinity would be developing policies in relation to Gen AI.

The Registrar invited the Senior Lecturer to provide an update.

The Senior Lecturer advised members that TCD is currently reviewing its regulations relating to student attendance. The Senior Lecturer stated that at present the consequences of poor attendance as stated in the regulations are not being applied and there are inconsistencies in practice across schools. The Senior Lecturer stated that updated regulations will provide greater clarity in respect of the definition and the consequences of poor attendance. The updated regulations will be socialised across Schools to ensure that faculty are aware of the attendance regulations to enable consistent application of the rules. The Senior Lecturer stated that the Virtual Learning Environment is currently being reviewed and it is hoped that its functionality can be enhanced to include monitoring student attendance.

The Senior Lecturer noted that Trinity was continuing to explore avenues to ensure that all undergraduate students complete credit bearing modules that address Education for Sustainable Development themes and develop key competencies for sustainability both within and beyond their discipline(s).

MIE/ACDC/23-24/031 Any Other Business

- i. The Registrar noted that the Head of the School of Education, Professor Carmel O'Sullivan had been appointed as Faculty Dean for Arts Humanities and Social Sciences.
- ii. The Registrar noted that Professor David Shepherd's term as Senior Lecturer was coming to an end.
- iii. MIE ACDC members noted their thanks and appreciation to Professor Carmel



Trinity College Dublin

Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

O'Sullivan and Professor David Shepherd.

MIE/ACDC/23-24/032 Provisional ACDC dates for 2024/25

A Memorandum from the MIE ACDC Secretary was circulated, and members noted the proposed dates for the next academic year. Due to the timing of University Council, it was proposed that the final meeting of the MIE ACDC to be changed. The MIE ACDC secretary that he will circulate new provisional dates.

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