



A meeting of the RIAM ACDC was held on 10 November 2021 at 9.00 am via Zoom.

Present: Professor Neville Cox, Registrar (*Chair*)
Professor David Shepherd, Senior Lecturer/Dean of Undergraduate Studies
Professor Ruth Barton, Head of School of Creative Arts
Professor Evangelia Rigaki, Second Representative from the Creative Arts
Professor Carmel O Sullivan, Head of School of Education
Professor Marita Kerin, Second Representative from the School of Education
Ms. Roisin Smith, Quality Officer

RIAM:

Professor Deborah Kelleher, RIAM Director
Mr. Pdraig Rynn, Administrative Officer, Registry

Apologies: Professor Colma Brioscu, Chair of Doctoral Committee
Professor Sarah Sew, Chair of Undergraduate Committee
Professor Lynsey Callaghan, Research Representative
Professor Martine Smith, Dean of Graduate Studies
Professor Kathleen Tynan, Chair of Postgraduate Committee

In attendance: RIAM ACDC Secretary: Ciara Conlon; Assistant Academic Secretary, TT&L: Linda Darbey;
School of Creative Arts Manager: Jo McNamara, School of Education Manager: Conn McCluskey.

RIAM/ACDC/21-22/001 To note the 2021/22 membership of new/continuing Chairs of RIAM committees

The Registrar welcomed the new members. The RIAM Director confirmed there are no changes to committee Chairs.

RIAM/ACDC/21-22/002 Minutes of RIAM ACDC of 5 May 2021

The minutes of the meeting of 5th May 2021 were approved.

RIAM/ACDC/21-22/003 Matters arising

RIAM/ACDC/20-21/021

The Registrar advised that following a request from RIAM re a change in abbreviation for the Bachelor in Music from Mus.B. to B.Mus. this was submitted to the Senate for approval. The Senate approved the change, and he advised that this will be considered by University Council on 17th November 2021.

RIAM/ACDC/20-21/021(i)

The Registrar confirmed the suspension of BMus Composition was approved by USC in May 2021 and University Council in June 2021.

RIAM/ ACDC/20-21/025

The Registrar confirmed that University Council has now approved the proposed amendments to the Latin text on the B.Mus.Ed. parchment.

RIAM/ ACDC/20-21/022

The Registrar notified members that Calendar II and III Changes for 2021/22 were approved by USC and GSC in May 2021 and University Council in June 2021.

RIAM/ ACDC/20-21/025

The School of Creative Arts Manager confirmed information from the Equality Office on the review of the institutional plan on sexual consent was provided to the RIAM director.

RIAM/ACDC/21-22/004 Update on Covid-19 response from RIAM Director

The RIAM Director provided a brief overview of the RIAM COVID-19 response, as per circulated memo. The RIAM Director noted 70% of teaching is delivered in-person, with the rest, mainly academic classes, continuing remotely. The RIAM Director noted the delivery of teaching has largely been received well. She pointed out that no cases of COVID-19 have been identified on site so far and that regular public performances are beginning to take place. The Registrar enquired as to the student response to the delivery of teaching. The RIAM Director advised that students recognise the value of performance-based classes being taken in person and understand the logic of academic classes being held online. She noted that some objections had been raised by BMusEd students, and that this was addressed by increasing face-to-face teaching for this cohort. She advised that the RIAM library has installed stations for students to utilise when auditing remote classes. The Registrar commended RIAM for the actions it has taken. The Second Representative from the School of Education commented that BMusEd students have expressed gratitude as to how their teaching is structured and expressed praise for the RIAM director.

RIAM/ACDC/21-22/005 Update on Quality Assurance of Linked Providers from the Quality Officer

The Registrar invited the Quality Officer to provide an update on the following items

i. Update on Trinity's Institutional Quality Review

The Trinity Institutional Review will occur on 7-11th March 2022 and work on this is underway. She advised that a meeting of the external panel with linked providers will be held during that week and will contact the RIAM Director regarding this.

ii. RIAM Statutory Policies

The Quality Officer advised that the RIAM Statutory Policies regarding Child Safeguarding Statement, Retirement Policy, Flexible and Remote Working were approved by the Quality Committee in September 2021, by University Council in October 2021 and by the University Board on 3 November 2021. RIAM can now publish these online.

iii. QQI Blended Quality Assurance Guidelines

The Quality Officer stated that Quality and Qualifications Ireland (QQI) will reframe their blended learning guidelines to include online teaching. She advised that the guidelines are expected to be published in 2022 and she will provide them to RIAM for comment once they are available for consultation.

iv. QQI and DAB Draft Sectoral Protocol

The Quality Officer raised the QQI Amendment Act, 2019, advising that QQI is engaging with university awarding bodies on how awards are listed on the National Framework of Qualifications. Trinity is represented on the group by the Academic Secretary. The Quality Officer will inform RIAM of the impact of the new protocol when it is approved.

v. Irish Register of Qualifications

The Quality Officer commented on the Irish Register of Qualifications, which is a database listing all awards provided in Ireland. She noted that this is still a work in progress and deficiencies are still present, including a lack of information on ECTS values for Trinity postgraduate programmes. She advised that representations have been put forward to QQI as it is critical that the data is comprehensive. The RIAM Director commented that it is vital that RIAM is listed separately as this has caused confusion with prospective international students at times. The Quality Officer noted that RIAM is listed separately, with Trinity listed as Quality Assurance provider.

vi. National Recognition of Prior Learning in Higher Education Project

The Quality Officer advised a new project manager has been appointed to work on the RPL project in Trinity and that this will result in updated policy and procedures regarding the recognition of prior learning in Trinity.

vii. The Quality Officer informed the RIAM Director, that she is currently preparing the schedule of reviews for the coming period and will contact the Director re the timing of the RIAM review of effectiveness, following approval of RIAM's Quality Assurance Procedures in 2020.

RIAM/ACDC/21-22/006 Standing Items on Communication

The Registrar invited an update from the Heads of School of Education and Creative Arts on the following items:

i. Inter-Institutional Collaboration including research – Heads of School of Education and Creative Arts

The Head of School of Education drew members attention to the Tobar project, which is funded under the Higher Education Authority's (HEA) Programme for Access to Higher Education (PATH). Tobar is focused on removing barriers to initial teacher education programmes for members of the Traveller community. The Head of School of Education stated they are hoping to involve RIAM in terms of the BMusEd programme. She stated that Trinity is currently applying jointly with MIE for funding for Phase 2 following successful completion of Phase 1 in the period 2018 -2021. The Head of School of Education is confident of securing funding and will collaborate with the RIAM Director on this.

The Registrar invited the School of Creative Arts to provide an update. The School of Creative Arts noted that there are ongoing collaborations with the RIAM Professor of Percussion, Prof. Richard O'Donnell, and work on an ongoing project with visual artists will commence next term. The Representative highlighted the attempts to formalise a process to allow students to collaborate closely with the performer community and that she will contact the RIAM Director in the future regarding this.

The RIAM Director reported a Trinity Elective module proposal is currently being developed by Prof. Lynsey Callaghan, to be delivered by RIAM, on the impact of music in society. The RIAM Director stated that a member of the Trinity Department of Economics will potentially deliver some lectures on this. The RIAM Director noted her enthusiasm for this as it will promote closer collaboration between the institutions by facilitating all RIAM students to access the range of Trinity Electives. This was welcomed by the Registrar and Senior Lecturer, who offered to provide information and assistance. The Assistant Academic Secretary asked if approval would be sought this academic year. The RIAM Director advised that it will be submitted by 14th November 2021, with the view to commence in September 2022.

ii. Policies and procedures relevant to RIAM – Senior Lecturer/Dean of Undergraduate Studies and Dean of Graduate Studies

The Registrar invited the Senior Lecturer/Dean of Undergraduate Studies to update ACDC on relevant policies and procedures. The Senior Lecturer/ Dean of Undergraduate Studies highlighted that work will be progressed in Trinity on academic integrity and that a memo will be brought to Council on this in November. The RIAM Director expressed interest in discussing Academic Integrity with Trinity, which is also pertinent to RIAM and expressed her belief that a proactive approach is needed.

RIAM/ACDC/21-22/007 Any other business

- i. The Registrar proposed that the next meeting take place on Zoom and this was agreed by members
- ii. The Assistant Academic Secretary highlighted that some academic committees in Trinity are employing SharePoint to share meeting documentation ahead of meetings, due to environmental and GDPR considerations and in the interest of making the documentation readily accessible. Members agreed to trial SharePoint for the next meeting of RIAM ACDC with testing to take place in advance of the meeting.

Registrar: _____

Date: 2 February 2022