



A meeting of the RIAM ACDC was held on 11 May 2022 at 9.00 am via Zoom.

Present: Professor Neville Cox, Registrar (*Chair*)
Professor Martine Smith, Dean of Graduate Studies
Professor David Shepherd, Senior Lecturer/Dean of Undergraduate Studies
Professor Ruth Barton, Head of School of 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
Professor Colma Briescu, Chair of Doctoral Committee
Professor Sarah Sew, Chair of Undergraduate Committee
Professor Lynsey Callaghan, Research Representative
Professor Kathleen Tynan, Chair of Postgraduate Committee

Apologies: Professor Evangelia Rigaki, Second Representative from the Creative Arts

In attendance: Ms Ciara Conlon, Academic Affairs; Ms Linda Darbey, Assistant Academic Secretary;
Mr Conn McCluskey, School of Education Manager; Mrs Jo McNamara, School of Creative Arts
Manager.

RIAM/ACDC/21-22/019 Minutes of the meeting of 2 February 2022

The minutes of the meeting of 2 February 2022 were approved.

RIAM/ACDC/21-22/020 Matters arising

RIAM/ACDC/21-22/010 The RIAM Director confirmed that she has communicated with the Library regarding renewing library membership for two RIAM staff members, however, membership is still currently valid and will be renewed when necessary

RIAM/ACDC/21-22/012 The Registrar advised that the change to IELTS requirement was approved by USC and GSC before being approved by Council on 9 March 2022

RIAM/ACDC/21-22/015 The Registrar advised that the Trinity Elective delivered by RIAM and the School of Education was approved by Council 6 April 2022.

RIAM/ACDC/21-22/021 Standing update on Quality Assurance of Linked Providers by Quality Officer

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

i. Institutional Quality Review

The Quality Officer thanked colleagues in RIAM for participating in the Trinity Institutional Quality Review held in March 2022 and advised that the draft Review report is expected in June 2022.

ii. Linked Provider Annual Dialogue Meeting

The annual dialogue meeting will be held on 12 May 2022.

iii. Approval of the Linked Provider Quality Review Procedures

The Linked Provider Quality Review Procedures was approved at the last Quality Committee and was presented to Council on 4 May, 2022 and the Quality Officer advised she will confirm if this will proceed for approval to Board. Planning for the RIAM quality review will commence once approved.

iv. QQI Updates

Trinity's annual dialogue meeting with Quality and Qualifications Ireland (QQI) will be held on the 18th May in which clarification may be provided on whether the application process for the International Education Mark (IEM) is open to Linked Providers, or if they are to be included in the IEM Application of their Designated Awarding Body. One identified need that has emerged from discussions with QQI is the development of an English Language Teaching Policy. Professor Lorna Carson, Head of the School of Linguistic, Speech and Communication Sciences and founding Director of the Centre for English Language Teaching has agreed to lead out on the development of the Policy and will consult on the draft policy with RIAM.

The Quality Officer advised that QQI is to release the Quality Assurance Guidelines for Online and Blending Learning in the coming weeks, as well as the revised Code of Practice for the Provision of Programmes of Education and Training to International Learners' which will form the basis for assessment for the IEM.

RIAM/ACDC/21-22/022

Programme changes to the Bachelor in Music Performance

A memorandum from the RIAM Director, dated 29 April 2022, was circulated. The RIAM Director explained that the curriculum is being reviewed to ensure that offerings are in line with students' needs and to reflect modern conservatoire practices. She brought members through the changes, which will apply to students in years 2 -4 on the BMusPerf, stating that these consist of restructuring or renaming modules, with no changes to the module or programme learning outcomes. The module previously known as Chamber Music (5 ECTS) and Performance Electives (5 ECTS) have been merged, along with a unit of learning (Chorale for singers) from the Principal Study module, to create a module called Performing in Context which is worth 15 ECTS credits. The ECTS credit for Principal Study has been reduced from 30 to 25 ECTS credits, and as a result the volume of student hours for this module have reduced. A group of modules that was previously entitled Supporting Academic Studies, which holds 15 ECTS credits, has been re-named Academics, and the modules under this umbrella have been re-named to better align academics and performances. Recent feedback from students has prompted some other structural changes, such as reducing the number of assignments and timetabling of classes in the morning to promote a better work/life balance for students. She highlighted that the Bachelor in Music, which was approved by ACDC in May 2021, will commence in 2022/23 and will offer specialist streams to the new cohort.

In response to a query on the changes to assessment, the RIAM Director advised that the duration of performance exams for the Principal Study module were reduced during COVID, and this has been retained as it has resulted in better student performances and higher student engagement

in other areas. Modalities of assessments have also been changed and she gave the example of whereby students will now be asked to create a podcast instead of an essay. She explained that remedial academic classes are offered to students where necessary.

In response to a query on streaming on the BMusEd, the RIAM Director advised that this applies to years one and two, with elective modules available to students in third year of the programme.

Members welcomed the changes, commenting on the fact they are very student focused. One member suggested that the names of the modules 'Performing in context' and the 'Context of Performing' could cause confusion among students and could be simplified to strongly reflect the content of the modules, which the RIAM Director advised that she would take on board.

Action/Decision RIAM/ACDC/21-22/022

RIAM ACDC approved the programme changes to the Bachelor in Music Performance, to be delivered to students in years 2-4 commencing in the academic year 2022/23.

RIAM/ACDC/21-22/023

RIAM programme entries for Calendar part II and III for 2022/23

Changes to RIAM programme entries for Calendar Part II and Part III were circulated and the Registrar invited the RIAM Director to speak to this item. With respect to undergraduate programmes, changes reflect the suspension of the Bachelor in Music Composition programme and the Bachelor in Music Performance (although this programme is still running for students on years 2 -4) and a new entry for the Bachelor in Music has been inserted. Amendments in relation to admissions have been modified throughout both Part II and Part III entries to reflect the application deadlines for 2022/23 and the recent change to IELTS requirements.

A number of amendments were suggested to ensure the Calendar entries are oriented to regulatory aspects of each programme. To this end, it was suggested that the detail on the BMus could be reduced, the term 'you' or 'your' should be replaced by 'student', and reference to the review of the pilot and ACDC to lower the IELTS requirement should be removed. It was also pointed out that the Masters MusPerf entry needs to be amended to ensure the IELTS requirement is accurate.

Action/Decision RIAM/ACDC/21-22/023

RIAM ACDC approved the entries for the Calendar Part II and III 2022/23, subject to the minor amendments being addressed, and will recommend the changes to proceed to USC and GSC for approval.

RIAM/ACDC/21-22/024

Changes to RIAM Handbooks

A memorandum from the RIAM Director was circulated and the Registrar invited the RIAM Director to speak to this item. The RIAM Director explained that updates related to the changes to the BMusPerf, as outlined in item RIAM/ACDC/21-22/022 and the introduction of pathways to the Diploma in Music Teaching and Performance, approved in May 2020. Separate faculty handbooks will be provided to students on the Bachelor of Music based on their chosen specialist stream.

The Registrar and the RIAM Director thanked everyone for their painstaking work in preparing handbooks and other administrative tasks.

Action/Decision RIAM/ACDC/21-22/023

RIAM ACDC approved the changes to RIAM handbooks for the academic year 2022/23.

RIAM/ACDC/21-22/025 Standing Items on Communication

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

The Registrar invited the Heads of School of Education and Creative Arts, and the RIAM Director to provide an update.

The Head of School of Education advised members that work is progressing on the institutional agreement for the Trinity Elective that will be hosted in the School of Education which she hopes to have finalised in the coming weeks. It is anticipated that Dr. Fiona Smith will contribute to teaching the TE. Members noted the very good news that Dr Smith had been awarded major grant funding.

The Head of Creative Arts informed members that while Creative Arts were formally contacted about the TE proposal by both RIAM and the Chair of the TE sub-committee at the time of development, the School was engaged in a curriculum review and were not in a position to participate. It is hoped that a TE collaboration between Creative Arts and RIAM could be developed in the future and wished the School of Education and RIAM the best with the endeavour.

The School of Creative Arts Manager flagged to members that a new Head of Creative Arts may be announced in the coming months.

The RIAM Director was invited to give an update from RIAM. She highlighted that the new teaching block should be completed by September, with the recital hall opening in late 2022. A performance will be held on 22nd December 2022 to mark the completion and invitations will be issued to colleagues for this event. While RIAM has ensured that students have had many opportunities to perform, the combination of COVID and the building project has had an impact and they are very much looking forward to the project being completed.

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

The Registrar thanked both the Head of School of Education and Head of Creative Arts and invited an update from the Senior Lecturer/Dean of Undergraduate Studies and Dean of Graduate Studies.

The Senior Lecturer advised that work will be progressed to embed principles of sustainability and equality in the undergraduate curriculum, through the work of Prof. Jane Stout, the Vice President for Biodiversity and Climate Action and Prof. Lorraine Lesson, the Associate Vice Provost for Equality, Diversity and Inclusion.

The Dean of Graduate Studies advised that a working group on academic integrity was approved by Council, and a statement of principles has been developed. The implementation of this work will commence, with a review of policies and processes, as well as pedagogy and sub-working groups will be established to progress this work. She also advised that the External Examiner policy and practice will come under review in the coming months.

She advised that the overall vision for the Postgraduate Renewal Programme and the implementation phase of this, which will be delivered across three Horizons to address short, medium, and long term imperatives, has been approved by Council.

The Dean of Graduate Studies highlighted that, following temporary suspension of this rule during the Covid period, PhD students are again required to submit both an electronic version and a hard copy of their research theses. For sustainability reasons it may well be preferable to require only an electronic version, but for now the current technological infrastructure may not be able to support long term storage, which presents a risk to digital preservation.

RIAM/ACDC/21-22/027

Any Other Business

- i. The Head of School of Education noted that this may be the last ACDC meeting Prof Marita Kerin will attend. Members expressed their appreciation for the contributions of Prof Kerin over the years and noted the immeasurable impact she has had on students.
- ii. The Head of School of Education informed members that presentations related to the applications for the for a post of Assistant Professor in Music Education will be held on Friday 13th May and invited RIAM colleagues to attend.
- iii. The Registrar put forward the suggestion that a curriculum development sub-committee of ACDC be established that would examine matters related to new course proposals and curriculum reviews. This has been established for the Marino Institute of Education, a Trinity Linked Provider, and he will communicate with relevant parties regarding terms of reference for such a group.
- iv. The Registrar enquired if members would prefer to continue to utilize Zoom for ACDC meetings or if in person meeting are preferred. Members agreed to hold the first ACDC meeting of 2022/23 in person.

Agenda B (for noting)

RIAM ACDC noted and approved the following:

RIAM/ACDC/21-22/028

External Examiner Nominations

A memorandum from the RIAM Director was circulated which outline the nomination of Dr. Kathleen Coessens as an external examiner for the Diploma in Music Teaching and Performance, the Bachelor in Music and the Master in Music Performance.

RIAM/ACDC/21-22/026

Provisional ACDC dates for 2022/23

A Memorandum from the RIAM ACDC Secretary was circulated and members noted the proposed dates for the next academic year.