



A meeting of the MIE ACDC was held on 11 May 2023 at 10.00am 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 Carmel O'Sullivan, Head of School of Education
Professor Joanne Banks, Second Representative from the School of Education
Ms. Róisín Smith, Quality Officer

MIE:

Professor Teresa O'Doherty, President of MIE Education
Dr Seán Delaney, MIE Registrar
Dr Gene Mehigan, Postgraduate Taught Programmes
Dr Sandra Austin, International Foundation Programme
Dr Aimee Brennan, Further Education
Dr Joan Kiely, Undergraduate Programmes

Apologies: Ms Linda Darbey, Assistant Academic Secretary, Conn McCluskey

In attendance: Ms Shauna Cassidy, MIE Assistant Registrar; Ms Ciara Conlon, Academic Affairs; Mr Conn McCluskey, School of Education Manager; Ms Julie O'Donnell, MIE Quality Officer; Ms Nora Varga, Admissions and Recruitment Manager for IFP; Mr Brendan White, MIE IFP Programme Manager; Dr Liz Donnellan, Academic Affairs.

MIE/ACDC/22-23/026 Minutes of the meeting 2 March 2023

The minutes of the meeting held on the 2 March 2023 were approved, subject to amendments in relation to the noting of a query from the MIE President on the recording of data on attrition rates and the correction of the name of the research centre referred to by the Head of School of Education.

In response to the MIE President's query, the Quality Officer confirmed that Trinity records the attrition rate on 31 January annually and data is provided to the Higher Education Authority on 7 February.

MIE/ACDC/22-23/027 Matters arising.

- i. **MIE/ACDC/22-23/019.1:** The Registrar confirmed that the MES Master in Education Studies (Christian School Leadership) Online Proposal was approved by Council on 10 May 2023
- ii. **MIE/ACDC/22-23/019.2:** The Registrar confirmed that Council approved the cessation of the MES (Leadership in Christian Education) from 2023/24. He noted that ACDC had approved the suspension of the MES for 2023/24 and asked the MIE Registrar to clarify if it was the intention of MIE to suspend or cease the course. The MIE Registrar confirmed that this was an error on the course proposal documentation that went to GSC and that MIE wish to suspend the programme. The Dean of Graduate Studies advised that a memo



is to be submitted to GSC to reverse the cessation, highlighting that the matter is time sensitive.

Action/Decision

22-23/027.1: The MIE Secretary to liaise with the MIE Registrar on submitting a memorandum to GSC to change the status of the MSE in Leadership in Christian Education from discontinued for entry from 2023/24 to suspended for entry for 2023/24.

- iii. **MIE/ACDC/22-23/025:** The Registrar confirmed that the External Examiner nomination of Dr Eleanor Lingham, for the International Foundation Programme (Pathway B and Mathematics strand) and Prof Claire Cassidy for the B.Sc. Education Studies and Professional Diploma in Education (Further Education) were approved by Council on 10 May 2023. The nomination of Prof Gabriel Stylianides for the Master in Education Studies (Primary Mathematics) will be submitted to Council for approval on 7 June 2023.
- iv. **MIE/ACDC/21-22/019:** The Registrar provided an update on the ongoing discussions in relation to the guiding principles for the relationship between Trinity and MIE, thanking the Head of the School of Education and the MIE President on their input into a constructive meeting with the Provost which took place in March 2023. A document will be drawn up by the Registrar and the Vice Provost addressing the nature of the relationship between the institutions, particularly in relation to new programme proposals.

MIE/ACDC/22-23/028 Standing update on International Foundation Programme by the Recruitment and Admissions Manager, Global Relations & MIE IFP Manager

The Registrar welcomed Ms Nora Varga to the meeting, who has replaced Ms Clíodhna Martin as the IFP Recruitment and Admissions Manager, Global Relations and invited her to provide an update on the IFP.

The Recruitment and Admissions Manager advised that as of 28 April 2023, 61 deposits have been received, in comparison to 34 paid at a similar period last year. The quotas for some programmes are already filled for 2023/24, including Computer Science, Film and Pharmacy.

The Recruitment and Admissions manager advised that the United Arab Emirates has paused the allocation of sponsorship to students going to the UK and Ireland for 2023. It is expected that this will be lifted in January 2024 in time for recruitment for 2024/25.

The Registrar thanked the Recruitment and Admissions Manager and invited the MIE IFP manager to provide an update.

The MIE IFP manager advised that the final exams on the IFP will be held the week starting 22 May 2023, the results of which will be made available to Academic Registry on 15 June 2024. It is expected that 70 students out of 104 will meet the progression requirements of their chosen programme. He



highlighted the return of on campus teaching for students on the Science pathway, with students reporting a positive experience.

Speaking to the review of the IFP, he thanked the Senior Lecturer/ Dean of Undergraduate Studies for their work on the IFP curriculum working group, advising that the review report will be considered by the IFP curriculum working group committee today.

The Senior Lecturer/ Dean of Undergraduate Studies raised a query on the approval of the IFP review report, stating that it would preferably be approved by MIE ACDC in order to progress to USC for consideration at the meeting on 23 May 2023. The Registrar suggested that the report can be approved via email procedures before being submitted to USC for noting on 23 May 2023, unless significant issues are raised which would require a discussion. Members agreed to approve the report via email or to hold an additional meeting if necessary.

Action/Decision

22-23/028: The MIE ACDC Secretary to circulate the International Foundation Programme (IFP) Curriculum Working Group Report to MIE ACDC members via email for consideration and approval.

MIE/ACDC/22-23/029 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:

▪ **Institutional Quality Review**

The Quality Officer confirmed that the RIAM Institutional Quality Review will take place between the 22 -24 November 2023. The MIE President thanked the Quality Officer for meeting with MIE and providing helpful advice on the review process.

▪ **International Education Mark**

The Quality Officer advised that QQI are yet to publish the guidelines and clarification on the cost has not yet been issued.

▪ **Revised QQI Quality Assurance Guidelines for providers of programmes supported by Digital Education (Blended, Hybrid, Online Programmes)**

MIE are invited to provide feedback to QQI on the draft quality assurance guidelines before 9 June 2023. It is expected that these guidelines will be in place in the next academic year.

▪ **Linked Provider Annual Dialogue Meeting**

The Quality Officer confirmed that the annual dialogue meeting will be held on 11 May 2023.



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MIE/ACDC/22-23/030 MIE programme entries for Calendar part II and III for 2023/24

A memorandum from the MIE Registrar, dated 26 April 2023, with enclosed Calendar entries for 2023/24 was circulated. The MIE Registrar advised clarification has been provided in the entry for the B.Sc in Early Childhood Education in relation to professional requirements. Further minor amendments to wording have been made to other Calendar Part II entries. The entries relating to Calendar Part III have been amended to include information on assessment and progression, a link to the programme handbook and details on the Programme Director to bring the entry in line with Trinity delivered programme entries.

The Quality Officer advised that a discussion took place on the English language requirements for applicants whose first language is not English at a recent GSC meeting and reservations were expressed on granting language requirement exemptions to students who have been educated through the medium of English. She explained that it is difficult to establish to what extent programmes are delivered through English, and some may only be teaching partly through English.

The Dean of Graduate Studies advised that Trinity is examining ways to frame language requirements in a more robust manner as applicants are challenging the need to provide further evidence of their English attainment. The MIE Registrar stated that MIE are happy to align their requirements with Trinity.

The Senior Lecturer/ Dean of Undergraduate Studies pointed out a minor typing error in the entry for the MES in Early Childhood Education and the MIE Registrar stated this would be amended.

Action/Decision

22/23.030: MIE ACDC approved the entries for the Calendar Part II and III 2022/23, subject to minor amendments, and recommend the changes to USC and GSC for approval.

MIE/ACDC/22-23/031 Module Amendments to the Bachelor in Education

i. Teaching English as an additional Language/ Teagasc Cruthaitheach Teanga (Creative Language Teaching)

A memorandum from the MIE Registrar, dated 3 May 2023, was circulated along with a module descriptor form. The MIE Registrar spoke to the item, explaining that the module is currently delivered on the B.Ed taught through English only. The changes related to a streamlining of the content from three themes to two leading to the module being retitled from *Language Study, English as an Additional Language and Ag múineadh trí mheán na Gaeilge* to *Teaching English as an additional Language/ Teagasc Cruthaitheach Teanga (Creative Language Teaching)*. Assessment has been reduced from three to two components.

The Head of School of Education stated that she was pleased to see the emphasis on literacy and commended MIE on the assessment design,



stating the reflective journal creates space for student agency and inherently prevents plagiarism due to the focus on the personal learning process. Referring to the recommended reading materials, the Head of the School of Education stated that External Examiners often emphasize the desire for smaller, curated lists and to ensure the required reading is clearly distinguished from recommended additional literature. Dr Mehigan advised that colleagues were encouraged to reflect institutional research into reading lists which may have led to a longer list in this instance. Dr Joan Kiely advised that the list available to students on Moodle clearly distinguish the required literature. The MIE Registrar thanked the Head of the School of Education for her feedback, stating that MIE will clearly distinguish between required and recommended reading on the module template in the future. In response to a query from the MIE President, the Senior Lecturer/ Dean of Undergraduate Studies stated that he is not aware of any guidance on reading materials provided by Trinity but can look into this further.

ii. Language, Literacy and Literature 1 (English and Irish)

A memorandum from the MIE Registrar, dated 3 May 2023, was circulated along with a module descriptor form. The MIE Registrar advised that the changes relate to the B.Ed delivered through the medium of English and Irish. Proposed changes relate to the learning outcomes, the module content and recommended reading. The MIE Registrar thanked the MIE Assistant Registrar and Academic Affairs on their work on the proposals.

Members welcomed the proposed changes, commenting on the alignment with the new curriculum framework and the positive impact that will filter down to students that are taught by graduates of the programme.

Action/Decision

22/23.031(i): MIE ACDC approved the proposed amendments to the Teaching English as an additional Language/ Teagasc Cruthaitheach Teanga (Creative Language Teaching), which will be on offer to students from September 2023.

Action/Decision

22/23.031(ii): MIE ACDC approved the proposed amendments to the Language, Literacy and Literature 1 (English and Irish), which will be on offer to students from September 2023.

MIE/ACDC/22-23/032 Standing update on Communication

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

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



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The Head of the School of Education drew attention to a joint bid with MIE, UCD and the University of Oxford regarding funding for a longitudinal research project examining teachers professional learning, advising that the outcome will be made available on the 22 May 2023. She thanked MIE for hosting a recent event with the School of Education which brought colleagues in both institutions together to identify potential collaborative research opportunities. The meeting was also attended by the Trinity research office. She stated that she hopes the meetings will become regular events. The MIE President agreed, describing the meetings as very productive, highlighting the establishment of a research project as a result of the last event.

The MIE President provided an update on the ongoing preparations in relation to the International Congress for School Effectiveness and Improvement, which will be hosted jointly by Trinity and MIE in January 2024. She explained that the conference will be held in Trinity, with master classes held in MIE before and after the conference, providing an exciting opportunity to showcase Irish education on a global stage.

Speaking to the TOBAR project, the MIE President advised that the recruitment of a PhD candidate is ongoing. The Head of the School of Education confirmed that a potential applicant has been identified and they are currently examining additional supports to facilitate the application.

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

Updating the meeting on developments in relation to Postgraduate Renewal, the Dean of Graduate Studies advised that Council have approved a Postgraduate Taught research model framework, which offers five different models for showcasing research element produced within postgraduate programmes. Work is also progressing on revising English language requirements for postgraduate applicants, to address the diverse range of practices across College and to move from a single metric to a scaled option. Consultation with Schools on this will continue in the next academic year.

The Dean of Graduate Studies advised that Council approved a two-stage programme development process to be implemented on a one-year pilot basis from January 2024, which will involve a proof-of-concept process that, if successfully proceeds through the approval process, will be followed by the curriculum development. Lastly, she advised that a framework for the cyclical review of postgraduate programmes has been approved, which will implement a centralizing reporting system on programme reviews.

The Dean of Graduate Studies withdrew from the meeting. The Registrar invited an update from the Senior Lecturer/Dean of Undergraduate Studies.

He spoke to the topic of Academic Integrity, advising that the aim in Trinity is to nurture a culture of integrity, and providing supports to teaching staff in



responding to misconduct. To this end, faculty specific events are being held and policies and process on plagiarism are currently being reviewed and will go through the appropriate approval process this academic year. The Head of the School of Education enquired if MIE could also attend these events and the Senior Lecturer/Dean of Undergraduate Studies stated he will ensure details on activities are circulated to MIE.

The Senior Lecturer/Dean of Undergraduate Studies confirmed that the revised External Examiner policy will be brought to Council for approval in June 2023, which will make it easier for Schools to attract and retain External Examiners.

MIE/ACDC/22-23/033 Any Other Business

- i. The MIE Registrar notified MIE ACDC that the current External Examiner for the Bachelor in Education has recently informed MIE that they will be on sabbatical for 2023/23, and MIE will be in touch with the Senior Lecturer/Dean of Undergraduate Studies to nominate a replacement.
- ii. The Registrar notified the meeting that from 2023/24, Dr. Liz Donnellan will take over the management of ACDC. The meeting thanked the current ACDC Secretary for her work.

Section B (For noting)

MIE ACDC noted the following items:

i. Proposed Dates for ACDC 2022/23

A Memorandum from the MIE ACDC Secretary was circulated and members noted the proposed dates for the next academic year. Members agreed that the locations of the meetings will follow the same schedule as this academic year, with the first meeting being held in Trinity, the second in MIE and the final meeting to be held online.