



Trinity College Dublin, The University of Dublin

Quality Committee

1 December 2022

2 - 4pm

Minutes

Present

Professor Orla Sheils, Vice-Provost/Chief Academic Officer, *Chair*
Professor Sylvia Draper, Dean of Faculty of Science, Technology, Engineering & Mathematics (STEM)
Professor Brian O'Connell, Dean of Faculty of Health Sciences (HS)
Professor Gail McElroy, Dean of Faculty of Arts, Humanities & Social Sciences (AHSS)
Professor Martine Smith, Dean of Graduate Studies
Professor David Shepherd, Senior Lecturer/Dean of Undergraduate Studies
Ms. Patricia Callaghan, Academic Secretary Ms.
Roisin Smith, Quality Officer
Ms. Julia Carmichael, Chief Risk Officer
Ms. Vickey Butler, Secretary's Office
Mr. Patrick Magee, Corporate Services Division (CSD) representative
Mrs. Jessie Kurtz, Deputy Librarian
Professor Breiffni Fitzgerald, Faculty of Science, Technology, Engineering & Mathematics
Professor Dirk Van Damme, External Member
Ms. Zöe Cummins, Education Officer Students' Union

Apologies

Ms. Orla Cunningham, Interim Chief Operating Officer
Ms. Breda Walls, Director of Student Services
Professor Jan de Vries, Faculty of Health Sciences
Professor Gizem Arikan, Faculty of Arts, Humanities and Social Sciences representative

In attendance

Professor Derek Nolan (Head of the School of Biochemistry & Immunology) for *QC/22-23/017 Implementation Plan for the School of Biochemistry & Immunology*.
Professor John Gormley (Programme Director, TCD) and Professor Colin Doherty (Head of School of Medicine), for *QC/22-23/018 Implementation Plan for the joint B. Sc. (Hons) in Physiotherapy, Singapore Institute of Technology (SIT) and Trinity College Dublin (TCD)*.
Mr Declan Coogan, Associate Director – Recruitment, Global Office for *QC/22-23/019 Consultation on the IEM White Papers*.
Dr Caroline Jagoe, Head of Discipline, Clinical Speech and Language Studies for *QC/22-23/020 Accreditation Report – B.Sc. Clinical Speech and Language Studies*

QC/22-23/015 *Draft minutes of the meeting of the 20 October 2022*
The draft minutes of the meeting of the 20 October 2022 were approved.

QC/22-23/016 *Matters arising*

The Vice-Provost/Chief Academic Officer (VP/CAO) reported that the following were approved by Council on the 2 November 2022:

QC/22-23/010 Quality Review of the LIR Programmes

QC/22-23/012 Royal Irish Academy of Music (RIAM)

- (i) Review of RIAM Finance Office,
- (ii) Review of RIAM level 7/8 programmes,
- (iii) Revised RIAM Quality Standards and Assurance Policy

QC/22-23/013 Progress Report for Academic Practice

QC/22-23/B.2 Updated schedule of Quality Reviews

The VP/CAO also reported that agenda item *QC/22-23/011 Report on the National Student Survey.ie (UG & PGT) 2022* will be considered by Council in the Spring.

QC/22-23/017 CINNTE review report and Institutional response

The Vice-Provost/Chief Academic Officer advised the Committee that the final CINNTE review report had been submitted by the review team, and that the report and a response from Trinity was published on the QQI website in November. She noted that the report included 16 commendations and 15 recommendations, and she briefly spoke to the top five of recommendations and commendations. She reported that many of the issues raised in the review had been highlighted by Trinity in its Institutional Self-Assessment Report (ISER) and that the review report provided an added impetus to progress work to address these issues. She concluded by reporting that an Implementation Plan (IP) was due within three months.

The Dean of STEM welcomed the report but stressed the importance of clearly identifying those recommendations that can be implemented and those that cannot. The Academic Secretary remarked on the importance of the implementation plan, noting that it will be a published document.

The Chief Risk Officer suggested that the implementation plan should clearly lay out the steps that will be taken to address the recommendations and what challenges will be faced in doing so. She suggested that the approval of the Implementation Plan through the governance processes should be expedited. She recommended that monitoring of the Implementation Plan should be included on the agenda of the Executive Officers Group, at regular intervals.

The Academic Secretary noted the importance of aligning the commitments in the Implementation Plan with the ongoing governance discussions. The Deputy Librarian reported that performance management will go under the auspices of the HR committee. She also volunteered to be on any working group, if it were to be established, to consider the recommendations. In response to a query from the Director of IT Services, it was confirmed that all recommendations will be addressed in the IP. In response to an invitation from the VP/CAO to comment on the report, Professor Van Damme expressed disappointment in the report and suggested it focused on marginal issues only and that the recommendations were not strong. The VP/CAO thanked the Committee and closed the discussion.

Decision/Action:

QC/22-23/017.1: The Quality Committee noted the CINNTE review report and Trinity's institutional response.

QC/22-23/018 Implementation Plan for the School of Genetics and Microbiology and Implementation Plan for the School of Biochemistry and Immunology (Appendix 1 and 2)

The VP/CAO welcomed Professor Derek Nolan, Head of the School of Biochemistry and Immunology to the meeting. She noted apologies from Professor Jane Farrar, Head of the School of Genetics and Microbiology. In response to an invitation from the VP/CAO, the Dean of STEM provided a high-level summary on the key points from both Implementation Plans.

The VP/CAO thanked the Dean of STEM and invited the Head of the School of Biochemistry and Immunology to comment. Professor Nolan remarked that repayment of the School's capital loan is

a critical issue. He reported that the loan will not be cleared by the agreed deadline of September 2025 and that a plan was required to address this legacy debt. With regard to staffing, he reported that the School has developed a 5-year staffing strategy to address future staff recruitment and to retain academic leadership in the School.

The VP/CAO thanked Professor Nolan and invited comments from the Committee. The Academic Secretary asked whether the planned combined technical support team, co-chaired by the Chief Technical Officers (CTOs) from the Disciplines of Genetics and Microbiology was designed to consider the spread of workload. The Dean of STEM responded that it would provide an opportunity for the CTOs to disseminate information from the School Executive, on which they sit, and for the technical staff to bring forward ideas for escalation to committees. It would also provide a forum for discussion of instrument maintenance etc. across the School. With regard to the legacy debt in Biochemistry and Immunology, the Chief Risk Officer noted that the IP did not outline the next steps in terms of addressing it. Professor Nolan reported that he had written to the Chief Finance Officer (CFO) to request a meeting and that since that request, some financial benefit had accrued to the university from the buyout of Inflazome, which was founded on key research carried out in the School by Prof Luke O'Neill. This, he felt, should form part of the discussion with the CFO. The VP/CAO thanked Professor Nolan and undertook to follow-up on the issue separately.

Decision/Action:

- (i) **QC/22-23/018.1:** The Quality Committee recommended the Implementation Plan for the School of Biochemistry and Immunology to Council for approval;
- (ii) **QC/22-23/018.2:** The Quality Committee recommended the Implementation Plan for the School of Genetics and Microbiology to Council for approval;
- (iii) **QC/22-23/018.3:** The VP/CAO to follow-up on a meeting between the School of Biochemistry and Immunology and the CFO to discuss the legacy debt.

QC/22-23/019 *Implementation Plan for the joint B. Sc. (Hons) in Physiotherapy, Singapore Institute of Technology (SIT) and Trinity College Dublin (TCD)*

The VP/CAO welcomed Professor John Gormley (Programme Director, TCD) and Professor Colin Doherty (Head of School of Medicine) to the meeting, and they spoke to the Implementation Plan for the joint B. Sc. (Hons) in Physiotherapy, Singapore Institute of Technology (SIT) and Trinity College Dublin (TCD), circulated with the papers. The Academic Secretary queried what 'ongoing' meant in relation to the due date assigned to the implementation of some recommendations. Professor Gormley reported that in the case of recommendation 16, strengthening of content in the curriculum based on changes in the Physiotherapy field was undertaken on a rolling basis annually. With regard to the recommendation to move the clinical placement from 3rd year to 2nd year, the Academic Secretary queried whether this had been started. Dr Gormley reported that work on this had been initiated but that it took time to liaise with all of the clinical providers and that it may not be completed within the lifetime of the programme. The Dean of STEM suggested that it would be useful in the IP to assign responsibility to someone for each of the recommendations. Dr Gormley undertook to delegate the appropriate Trinity and SIT role-holder to each recommendation and the Quality Officer suggested that a revised IP reflecting this should be brought to the next meeting for noting.

Decision/Action:

QC/22-23/019.1: The Quality Committee recommended the Implementation Plan for the joint B. Sc. (Hons) in Physiotherapy, Singapore Institute of Technology (SIT) and Trinity College Dublin (TCD) to Council.

QC/22-23/020 *Consultation on the IEM White Papers*

The VP/CAO welcomed Declan Coogan, Associate Director – Recruitment, Global Office to the meeting. The Quality Officer spoke to a presentation on the ongoing consultation process with QQI on the revised *Code of Practice for Provision of Programmes of Education and Training for International Learners* and a *White Paper Policy for Authorisation for use of the International Education Mark*.

The VP/CAO expressed concern that the very tight deadline for submitting an expression of interest in applying for the IEM did not allow sufficient time for clarification on the financial implications for the universities or on some of the poorly defined definitions included in the white paper. Dr Coogan stated that the expression of interest was non-binding and that QQI wanted to gauge the level of interest amongst institutions. The Vice-Provost for Global Relations stated that it was inappropriate for Trinity to sign up to the agreement without having full clarity on what it entails. She also questioned why it was necessary for Trinity to sign up to the IEM, as Trinity has been assessed on some of the criteria for the IEM in the institutional review process. She suggested that a sectoral response to QQI requesting further time to engage with the process should be considered. Mr Coogan reported that while there had been pushback at IUA working group meetings, none of the universities had suggested that they wouldn't sign up to it. The Senior Lecturer said that the possibility of a second round of expressions of interest should be suggested to QQI. The VP/CAO supported the idea of a sectoral approach through the IUA Registrars Group. She thanked Dr Coogan for his input and closed the discussion.

Decision/Action

QC/22-23/020.1: The Quality Officer to contact QQI regarding a second round of expression of interest for the IEM.

QC/22-23/020.2: The Quality Officer to provide feedback through the IUA Working Group on a sectoral response on the timeline for the Expression of Interest on the IEM, in the absence of information on costs, timeframe and clarity on definitions.

QC/22-23/021 Accreditation Report – B.Sc. Clinical Speech and Language Studies

The VP/CAO welcomed Dr Caroline Jagoe, Head of Discipline, Clinical Speech and Language Studies to the meeting to speak to the accreditation report for the B.Sc. Clinical Speech and Language Studies by the Irish Association of Speech and Language Therapists (IASLT). Dr Jagoe spoke to a presentation outlining the key commendations and recommendations arising from the accreditation and reported that the programme had been accredited with no conditions. The Deputy Librarian noted that three members of the accreditation panel were Dublin-based and she queried if this was normal practice. Dr Jagoe reported that it was not unusual to have three Irish reviewers and remarked that the pandemic had made it more difficult to source a panel. In response to a query regarding the role of the Head of Discipline vs that of the Head of School in the implementation of recommendations arising from the accreditation, Dr Jagoe reported that recommendations regarding staffing, for example, would require the approval of the Head of School but that the Head of School is very supportive in that regard. The Quality Officer asked if there is there any way in which this accreditation could feed into the CORU review in terms of mutual recognition. Dr Jagoe responded that the mandate of both bodies was different – CORU's mandate is protection of the public and IASLT is concerned with standards. She reported however that they used all of the CORU paperwork for the IASLT accreditation and that the plan going forward is that accreditation reviews by the two bodies will be scheduled so as not to occur in the same year. The VP/CAO thanked Dr Jagoe and closed the discussion.

Decision/Action:

QC/22-23/021.1: The Quality Committee noted the Accreditation Report for the B.Sc. Clinical Speech and Language Studies

QC/22-23/022 Any other business

There was no other business and the meeting closed.