**Quality Promotion Committee Meeting Online**

**11.00am – 12.00pm**

**Wednesday 21st September**

**Minutes**

**Attending:**

Aisling McKenna (Chair), Ecaterina McDonagh, Annabella Stover, , Margaret Heffernan , Paul Young, Saumava Mitra, Deirdre Nic Mhathúna , Michael Freeley, Ashling Bourke , Martin Brown, Nuala Lonergan, Darren Myler, Deirdre Reynolds, David McCarthy, Jing Burgi-Tian, Eoin Crossen, Christina O Keeffe, Fiona Dwyer (Recording Secretary)

1. **Apologies**: Anne Sinnott, Marie O'Flanagan, Monica Ward, Aine MacNamara, Claire Gubbins & Thomas Kelly
2. **Adoption of Agenda** – The agenda was approved with no changes.
3. **Minutes of meeting held June**– The minutes of the previous meeting were adopted with no changes
4. **Matters arising -** all updates to be discussed within the Agenda of the meeting**.**

All new QPC members are welcomed.

* Paul Young, Faculty of Engineering & Computing
* Áine MacNamara, and Michael Freeley, Faculty of Science & Health
* Ashling Bourke and Martin Brown, Institution of Education
* Darren Myler, Registry
* Deirdre Reynolds, HR

1. **Quality Review Updates;**

**Information Systems and Support (ISS) and Finance Office**

Both ISS and Finance have been allocated their Prioritised Spending Requirements to progress their quality enhancement plans.

**Dundalk Institute of Technology**

It was noted that Dundalk Institute of Technology have completed their Quality Enhancement Plan the final report is currently going through Governance structures for Graduate Research provision in both DKIT and DCU. The final report will be provided to QPC in the next papers.

**Action 1:** Final Report to be provided to QPC at next meeting

**Estates Office & Faculty of Science & Health**

It was noted that both Peer Group Reports are now finalised. It was noted that both areas have submitted their Quality Enhancement Reports to the QPO Office and will be provided to SMG to provide the University recommendations.

**Library**

It was noted the review visit is taking place from the 22nd-24th February 2023 and the QPO have finalised the Peer Group Panel. The QPO provided training to the Library Quality Review Committee. The QPO will be continuing liaison and advice regarding development and delivery of Self-Assessment Report (SAR).

**IOE**

It was noted the review visit is scheduled for 19th -21st April, 2023. It was noted that recruitment of PRG is complete and the review team is now confirmed. Thank you to Claire Gubbins who has agreed to be the co-ordinating reviewers for this review. This review is will complete a busy year for the Faculty, as the IOE teacher education programmes are further undergoing Teaching Council accreditation during this academic year.

**OVPAA**

It was noted that the review visit dates are confirmed for 31st May - 2nd June 2023. It was noted that recruitment of external members of the PRG is complete and the QPO are in the process of recruiting an internal staff member and student representative. Thanks was extended to Deirdre Nic Mhathúna who has agreed to join the PRG as coordinating reviewer for this review. It was noted that this review will encompass a range of offices and functions under the executive office of the OVPAA, with the exception of Registry, which undergoes quality review in its own right.

**Action 2:** QPO will work on the recruitment of a student representative

**DCU Business School**It was noted that the Business School will hold their Quality Review Visit on the 6th-8th of September 2023. It was noted that the structure of the Peer review team may be slightly amended for this review, to ensure strong representation among peers with knowledge of the EQUIS accreditation process. It was noted the review panel will include a DCU internal panel member and a student representative.

1. **Staff Student Forums 2022**Aisling and Eoin provided QPC members with a brief update on the 2022 Staff Student Forums (SSFs). Aisling will be meeting with the faculty ADTLs this week to discuss the SSFs format for this year. It was noted that at the start of each SSF there will be a short presentation on the 2022 results of Studentsurvey.ie for each faculty. Membership of the SSFs are usually fixed for the academic year which makes collaborations possible with staff and student but also a significant commitment by both the staff and students involved.

It was noted that the QPO depend on the ADTLs to nominate staff members to SSFs, the QPC discussed how we encourage new staff members to get involved. It was noted that in order to keep the SSF discussions evolving throughout the year, that each SSF may explore particular themes or projects that would involve collaboration during the year.

It was noted that Registry would like to look at their time line for the next Forums with one at post registration and then one in February.

**Action 3**: QPC members to put forward any ideas to keep the forums fresh and also recognise/ acknowledge the time and effort of the staff & student members? Final format will be addressed at the next QPC meeting,

QPO will follow-up on rooms with zoom function availability for the next SSFs.

**8. QUID Funding Call 2022/23**

The Quality Improvement Fund is an open call for enhancement-focused proposals across DCU. Previously, up to €30,000 funding has been identified to facilitate the continuation of this very successful internal funding call. The QPC discussed possible themes that relate to quality for 2022/23 QuID funding call.

**QUID Themes for discussion:**

1. Leveraging information assets; challenges in relation to collecting data throughout the university. QUID does not have the funding available for big systems integration. Culture change, training and awareness of data information.
2. Internationalisation; Leverage of our ECIU partnership, International Student Support and internationalisation in the curriculum. Important Global Theme for Higher Education. Catering for migration background students. Cultural responsive teaching.
3. Graduate Employability; DCU Future Programme’s, Employable ready graduates. Given its strategic importance, this topic might be an interesting one.

QPC discussed the relative benefits of suggested themes. It was noted that a broad theme of engagement, which may encompass domestic and international engagement, industry and other stakeholder engagement had the potential to yield strong proposals from around the University.

**Action 4;** Ais;ing will work on a proposal for Engaged Communities Theme to bring to the next QPC meeting for discussing.

**9. QPO Activity Report (September – November 2022)**

The committee received a detailed update of QPO activities covering the period of September - November 2022.

**10. AOB** – **The next meeting will be held on** the 16th November 2022 in person meeting.