Trinity College Dublin
The University of Dublin

Minutes MIE ACDC

A meeting of the Marino Institute of Education, Associated College Degrees Committee (MIE ACDC) was held on 15 April 2025 at 11.30 am online via Microsoft Teams.

Present:	Professor Neville Cox, Registrar (*Chair*)
	Professor Vinny Wade, Senior Lecturer/Dean of Undergraduate Studies
	Professor Teresa O'Doherty, President of MIE
	Dr Seán Delaney, Registrar, MIE
	Professor Ann Devitt, Head of the School of Education, Trinity
	Mr Conn McCluskey, School of Education Manager, Trinity.
	Professor Michael Shevlin, Second Representative School of Education, Trinity
	Mr Grant Goodwin, Quality Officer, Trinity
	Dr Aimie Brennan, Dean of Education, Policy, Practice and Society, MIE
	Ms Amanda Ryan, MIE Quality Officer
	Dr Gene Mehigan, Postgraduate Taught Programmes, MIE
	Dr Joan Kiely, Undergraduate Programmes, MIE
Apologies:	Dr Clíodhna Martin, International Foundation Programme, MIE; Professor Martine Smith, Dean of Graduate Studies; Ms Nora Varga, Student Recruitment and Admissions Manager, Trinity Global.
In Attendance:	Ms Shauna Cassidy, Assistant Registrar, MIE; Mr Declan Coogan, Associate Director: Student Recruitment (for item 019); Ms Rima Fitzpatrick, Assistant Academic Secretary, Trinity; Ms Ellen Kampinga, Education Support Officer and Secretary, Trinity; Mr Brendan White, MIE IFP Programme Manager (for item 019).

Welcome and Introductions

MIE/ACDC/24-25/017   **Minutes of the meeting of 11 February 2025**
The minutes of the meeting on Tuesday the 11 February 2025 were approved.

MIE/ACDC/24-25/018   **Matters Arising**
The Chair noted no matters arising since the last meeting.

[Mr Declan Coogan, Associate Director: Student Recruitment and Mr Brendan White, MIE IFP Programme Manager joined for item 019.]

MIE/ACDC/24-25/019   **Standing update on International Foundation Programme by the Recruitment and Associate Director, Student Recruitment, and the MIE IFP Manager**
    a.   **MIE International Foundation Programme Manager Update**
The Chair welcomed the MIE IFP Manager to speak to the memorandum circulated.

The MIE IFP Manager considered the memorandum circulated as read by committee. He highlighted three key updates:

1. There was a higher number of interactions of Schools and departments with the International Foundation Programme. A number of departments accommodated half-day visits, and he thanked all staff involved for the welcoming of students and the positive impact.
2. There have been more lab practicals facilitated with Trinity as well. The IFP manager thanked all colleagues involved for hosting the full-day practicals and thanked specifically the School of Chemistry and School of Physics.
3. Changes were approved at last coordinating committee to review mathematics progression requirements as per recommendation of the May 2023 Curriculum Review. This aligns requirements to direct entry requirements of Trinity, and it is agreed that future changes in Trinity requirements would be automatically reflected in entry standards to the IFP.

b. Trinity Global, Associate Director for Student Recruitment Update

The Associate Director: Student Recruitment at Trinity Global was asked to present their updates, as circulated in the memorandum from the Student Recruitment and Admissions Manager. He reported the number of applications was similar to last year, with higher offers due to higher quality of students. The number of deposit payments also rose, and the target is set at 120 students enrolled. In the recruitment strategy, focus has been put on diversity of countries of origin via expanding the activity on the ground in core locations and spreading to Africa and further within the Middle East. For certain programmes, the number of places available for students exiting the IFP has been agreed with Trinity schools and the overall capacity for potential places in year 1 of a degree programme is also managed with Academic Registry. Therefore, admissions to the IFP seeks to align with those overall ambitions for Trinity. For example, the volume of students accepting places on the IFP for programmes such as Medicine and Computer Science has reached sufficient volume so these programme pathways through the IFP will soon be closed for this intake.

In terms of attrition rates and students not progressing from offer acceptance to registration, there can be challenges from a diversity perspective, as the decision making times for visas can be slower for certain countries especially in Latin America and Africa. Last year, visa issues caused higher attrition at the final stages of recruitment. Trinity Global maintains their work with embassies and offices in Dublin and in countries of origin where visa decisions are made to ensure a lower number of last-minute fails in visa applications.

The Chair noted that the programme is growing and it is great to see the higher number of qualified leads. He noted that the attrition due to visa issues is unfortunate but applauds the efforts made to improve the process and the enrolment numbers.

The MIE President noted that they are hoping to give over 120 offers this year, taking attrition into account will result in the final 120 students enrolled as desired. The attrition on the current programme is down to 109 students enrolled. The Associate Director Student Recruitment confirmed that they are able to go up to 135 offers to ensure 120 enrolments. This is a benefit for the programme in order to get qualified entries, good progressions, and subsequent entry into Trinity.

With no further questions, the Chair thanked the Associate Director: Student Recruitment and the MIE IFP Programme Manager for joining.

[The Trinity Associate Director Student recruitment and the MIE IFP Manager left the meeting]

MIE/ACDC/24-25/020   Standing Update on Quality Assurance of Linked Providers by Quality Office

The Chair invited the Trinity Quality Officer to share his update.

He reported that the International Education Mark (IEM) applications are still in the waiting period before screening feedback, the stage before the applications will be reviewed by review panels.

The MIE institutional review implementation plan has been approved by the Quality Committee and Council in October 2024. The Progress Report is due in October 2025 for the Quality Committee's approval. The Irish language copy of the Review Report is currently in the finalisation stage and the Quality Officer thanked the MIE Quality Officer for her support.

The next Trinity Quality Committee is on the 1st of May where a number of policies including Student Appeals, Academic Integrity and Student Research Ethics will be presented for approval, alongside the Review Report for the Registrar's Office that will go for noting as part of the Quality Committee's oversight.

The project of reviewing Trinity's *Approval of Linked Provider's Quality Assurance Procedures*, as part of the cyclical policy review is ongoing. The implications of this review for the relationship between MIE and Trinity will be communicated and the review is recognised as a large body of work. The review intends to ensure any amendments introduced into the Procedures are fit for purpose and beneficial for both Trinity and the respective Linked Providers.

The Annual Dialogue meeting for MIE ACDC will be held on Thursday May 8th, 2025, from 2-4pm.

MIE/ACDC/24-25/021   MIE Programme Entries for Calendar Part II and III for 2025/26
The Chair noted that feedback resulting from the February MIE ACDC meetings was reflected in some of the calendar changes before the committee. A memorandum was circulated by the MIE Registrar detailing the changes made to the Calendar entries. There were no changes for Undergraduate (Part II), and for Postgraduate (Part III), the English Entry requirements were clarified for the Professional Master in Primary Teaching per the query in the February ACDC meeting.

The Chair also noted a second memorandum by the MIE Registrar for the request of continued suspension for the MES in Leadership in Christian Education to remain suspended for 2025/26 including the rationale for approval at ACDC and subsequently at Graduate Studies Committee (GSC).

The Assistant Academic Secretary proposed two minor changes on the Calendar Part III entry, which the MIE Assistant Registrar undertook to make.

The committee approved the resubmitted Calendar Entries and the request for the continued suspension of the MES in Leadership in Christian Education, for subsequent approval at GSC.

> **Action/Decision**
> **MIE/ACDC/24-25/021.1:** The MIE ACDC approved the Calendar Entries Part II and Part III pending minor changes.
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> **MIE/ACDC/24-25/0.21.2:** The MIE ACDC approved the request for continued suspension of the MES in Leadership in Christian Education and submits for approval to the Graduate Studies Committee.

MIE/ACDC/24-25/022   Module Amendments
   a. **ES83110: 'Work Placement 3' – BSc Education**

Dr Aimie Brennan, MIE Dean of Education, Policy, Practice and Society was asked to speak to the first module amendment for Work Placement 3 as circulated via memorandum. She explained that the proposal to reduce the eportfolio component from 100% to 70% was made so that 30% of the overall mark could be assigned to a post-placement interview. This interview would combat concerns related to AI use in the portfolio, and the usual compensation rules would apply for the student to pass the component overall.

A discussion was held on how the usual compensation for re-assessment is combined in case of suspected plagiarism or breach of academic integrity and how AI would factor in the application of these processes. The point was made that, should the interview with the student reveal serious concerns of plagiarism or unattributed use of generative AI, then this would trigger an investigation in line with standard academic integrity policies.

> **Action/Decision**
> **MIE/ACDC/24-25/022.1:** The MIE ACDC approved the module amendment proposal for ES83110: 'Work Placement 3'.

> **b. PM9106: 'Inclusive Education' - Inclusive Education**

The Chair asked Sean Delaney, the MIE Registrar, to speak to his module amendment request as circulated via memorandum. The MIE Registrar explained that the amendment concerns an important development in line with the Department of Education policy by introducing an assessed placement in a special education setting. Currently there is a placement component that is not assessed. Introducing a local assessment during the placement and removing the separate assignment as detailed in the memorandum outside of placement, ensures a more practical approach for the student teachers in future better preparing them for teaching students with special education needs.

With no questions, the Chair noted the module amendment as approved.

> **Action/Decision**
> **MIE/ACDC/24-25/023.1:** The MIE ACDC approved the module amendment proposal for PM9106: 'Inclusive Education'.

MIE/ACDC/24-25/023   Standing Update on Communication
   a. Inter-institutional collaboration

Professor Ann Devitt, Head of the School of Education, was asked to speak to inter-institutional collaboration between Trinity and MIE. She noted two main points of collaboration currently.
1. the TOBAR project, which is progressing well, and the student is doing well under funding constraints,
2. The ongoing collaboration between research groups. There is a number of people in the School of Education working on this Summer's Association for Teacher Education (ATEE) Conference, namely Dr Una Murray and Dr. Louise Heeran-Flynn, in collaboration with MIE.

Professor Teresa O'Doherty, President of MIE, referred to the ongoing collaboration on the Upskilling in the Irish Language Initiative. The first cohort is progressing well, and the second cohort will commence in September. All is going well in the project.

She also referenced the new Modern Foreign Language Initiative. There has been a Department of Education pilot Scheme for Modern Foreign Languages that will be introduced in 2025-26. Conversations have occurred with Professor Carmel O'Sullivan, Dean of the Faculty of Arts, Humanities and Social Sciences, to discuss collaboration and support. Meetings have also occurred

with the Heads of German, Spanish and French and their colleagues to support MIE in the development of a full programme for the Modern Foreign Languages. The team also received a very warm welcome from Professor Omar Garcia, Head of the School of Languages, for the pilot project on Modern Foreign Languages. MIE is looking to offer the pilot to the BEd students, one cohort of about 180 students, with modules to be offered across second year in semester 1 and 2, outside of core hours. The expected time commitment and costings were discussed with the Heads of the languages involved for the Trinity Staff members to be involved. The students will be assessed both before and after the modules to gauge language learning progress with a focus on achieving B2 level language competence on the EU CEFR framework. The President also noted that the pilot project will be a fantastic opportunity to further collaborate with Trinity and to deliver language learning for the students on the BEd from September 2025.

Professor Ann Devitt confirmed that the Head of the School of Languages, Literature and Cultural Studies is involved with and has been supportive of Irish and the Modern Foreign Languages pilot.

The Senior Lecturer noted that the Central Timetabling Unit should be consulted regarding the Modern Foreign Languages pilot, as there might be impact on the capacity of staff and the exams team to host the additional hours and examinations for Academic Registry. The MIE President replied that the teaching and assessment will both occur at Marino Institute of Education and that the administrative burden will be taken on by MIE. MIE will be flexible in terms of the availability of teaching staff from Trinity involved and they will ensure there is consistency in the collaboration across the three language departments and their staff involved.

The Chair thanked the Head of School of Education and the MIE president for their update.

b. Policies and procedures relevant to MIE
The Chair invited the Senior Lecturer to provide the update on the policies and procedures relevant to MIE.

The academic year structure change in Trinity has been discussed with MIE and has now been announced to the University for the next two academic year cycles.

There is a number of policy reforms happening across Trinity, and those affecting MIE have been discussed to align ongoing practice.

The Senior Lecturer also suggested that in collaboration with the Quality Officer, a dashboard might be introduced focusing on the status of quality at any given time. This would be helpful for the ACDC as it functions as the link between the two institutions and their relationship.

The MIE Registrar added that the MIE Quality Committee Minutes can be shared to the ACDC for the current understanding of quality status and progression if necessary. The Senior Lecturer added that a dashboard would be a central way to track the progress in the most efficient way. The MIE Registrar added that all information on current policies and reviews are published on the MIE website for access to all.

MIE/ACDC/24-25/025   Any Other Business
The Chair welcomed any other business to be suggested by the committee.

A question was asked regarding the MIE Registrar's Office Peer Review Report on the Agenda B for Noting. The Review Report discussed recommendations in terms of a review of the current MoU

with Trinity and a recommendation of level 10 programmes to be introduced in collaboration with Trinity. The Chair noted that the review of the MoU would be beyond the remit of the ACDC alone and he noted that the recommendations from the panel are to be viewed as suggestions from peers. The Committee at present can note the recommendations as made by the review panel, but no discussion will be held at this time in relation to resulting actions. Rather should such actions arise, they should be brought to the ACDC in the normal fashion.

The MIE Registrar added that the opportunity of the review was positive as the preparation of the Self-Assessment Report was a great opportunity for reflection and valuable insights of the running of the office. The Registrar's Office at MIE is a complex and busy office, it includes both Academic Affairs and Student Supports. It was perhaps felt the reviewers might have had more familiarity with offices with different remits and so comparisons might be made in the recommendations that prove hard for this office to try and implement. While the Review Report is affirming, the panel might have outstepped the brief slightly and have a brought a wider review than anticipated. This will make it harder for the Registrar's Office to respond in the Quality Implementation Plan to all recommendations made, as the general nature of the recommendations would require wider conversations outside the remit of the office alone. Other recommendations are relevant to the workings of the office, for example regarding the running of the exams and status of the record system. The MIE Registrar noted his gratitude to the review panel and concluded that the full complexity of the office and its relationship with Trinity as Designated Awarding Body, might not have been fully understood by the review panel in this case.

The Chair thanked the MIE Registrar for the useful explanation and considers the Registrar's Office Peer Review Report as noted.

Agenda B

MIE/ACDC/24-25/026   Provisional dates 2025/26

The Committee noted no objections to the suggested provisional dates as circulated per memorandum by the ACDC secretary.

The Chair thanked the committee for their input today and this academic year. The Chair thanked everyone for their time today and for accommodating the later start time to accommodate the Trinity Commencement Ceremonies. He wished everyone a nice Summer before next year's meetings resume.

The ACDC annual dialogue meeting will occur on Thursday May 8th, 2025, at 2pm, organised by the Quality Officer.

The meeting was closed.