



Quality Committee	
Meeting Date	Thursday 01 May 2025 14.00 – 16.00 Trinity Boardroom
Present	Professor Orla Sheils, Vice-Provost/Chief Academic Officer (Chair); Ms Victoria Butler, Secretary to the College/Director of Governance; Professor Vincent Wade, Senior Lecturer/Dean of Undergraduate Studies; Professor Carmel O’Sullivan, Dean AHSS; Professor Brian O’Connell, Dean of Health Sciences; Studies Professor Sylvia Draper, Dean STEM; Prof Graeme Watson, Head of School Representative; Mr Grant Goodwin, Quality Officer; Professor David O’Regan, STEM Representative; Dr Cormac Kennedy, HS Representative; Professor David Fennelly, AHSS Representative; Mr Noel Gorman, Chief Operating Officer; Mr Patrick Magee, Director IT Services; Ms. Breda Walls, Director of Student Services. Ms Anne Marie O’Mullane, Deputy Secretary Secretary’s Office; Mr Eoghan Gilroy, Education Officer TCD SU; Mr Finn Horgan, Postgraduate Student Representative.
Apologies	Professor Martine Smith, Dean of Graduate; Professor Emma Stokes, Vice President for Global Engagement; Ms. Julia Carmichael, Chief Risk Officer; Miss Jessie Kurtz, Deputy Librarian; Ms. Patricia Callaghan, Academic Secretary.
Vacant	External Member
Visitor/In - attendance	• Dr Michael Cleary-Gaffney (Secretary) • Ms Lena Doherty, Ms Valerie Smith and Dr Katie O’Connor for, QC/24-25/042 Annual Faculty Quality Reports • Professor Lorna Carson for, QC/24-25/043 Quality Review Report – School of Linguistic, Speech and Communication Sciences • Professor Jonathon Coleman and Dr Niamh Mc Goldrick for, QC/24-25/044 Quality Review Report – School of Physics • Professor Alan O’Connor and Ms Patricia Hughes for, QC/24-25/045 Quality Review Report – School of Engineering • Dr Seán Delaney, MIE Registrar for, QC/24-25/046 Marino Institute of Education Academic Policies



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	Key points arising from discussion	Actions/Decisions
QC/24-25/040 Quality Committee minutes		Decision QC/24-25/40.1 The QC minutes of the 06 th March 2025 were approved.
QC/24-25/041 Matters arising from the minutes	The following items were approved by Council on April 16th 2025: QC/24-25/25: Quality Review Report – Trinity Business School QC/24-25/027: Implementation Plan – Royal Irish Academy of Music QC/24-25/36: Implementation Plan – School of Psychology QC/24-25/037: Progress Report – Quality Office	
**QC/24-25/42 Annual Faculty Report: HS, AHSS and STEM.	HS – Professor Brian O’Connell (Dean) and Ms Lena Doherty (Faculty Administrator): The Dean highlighted in response to feedback from students via module/programme evaluation surveys and external examiner feedback, Schools had made enhancements to the student experience, assessments and allocation of clinical placements. Examples of enhancements are presented throughout the AFQR as case studies. Recurrent risks to quality remain which include challenges and limitations with existing physical infrastructure (e.g., accessibility issues, insufficient space, equipment failure). The Dean highlighted that the availability of clinical training placements available for students is finite and noted that DFHERIS is seeking to further increase student numbers. The Dean and VP/CAO noted that it is preferable that student intake numbers which have clinical placement requirements remain at levels which ensure that students obtain clinical placements. The Dean noted that external agencies seeking further increases	Decision QC/24-25/42.1 The Quality Committee recommends the Annual Faculty Quality Report from the Faculty of HS to Council for approval via the Consolidated Faculty Quality Report.



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	should explore strategies to ensure increase in student retention. Members noted that other HEIs are increasing the number of health-related programmes which require clinical placements which is putting increased pressure on the number of clinical placements available. Other recurrent risks to quality noted were the availability of student social space and financial challenges in maintaining staffing levels across programmes. The Dean highlighted that strategic funding was used to purchase a faculty wide Qualtrics licence which can be used for student evaluation and research activities. The fund was also used to purchase social seating in St. James Hospital. AHSS – Professor Carmel O’Sullivan (Dean) and Ms Valerie Smith (Faculty Administrator) The Dean noted that many of the recurrent issues raised by Schools as impeding quality are related to resources and that it is challenging to develop action plans to address these issues. The Dean noted that it would be welcome to see in next year’s AFQR a report of what actions were being taken by College to address matters raised. The Dean highlighted some quality enhancements which occurred in Schools. These included public, patient involvement in module development and review, initiatives to close the feedback loop in relation to student feedback, and the appointment of a student engagement officer in the School of Law whose remit is to enhance student engagement, participation and completion. The Dean highlighted issues which are impacting quality which include: 1. delays in external examiners getting access to the VLE. 2. workload associated with meeting the requirements of professional regulations and conducting quality reviews.	Decision QC/24-25/42.2 The Quality Committee recommends the Annual Faculty Quality Report from the Faculty of AHSS to Council for approval via the Consolidated Faculty Quality Report.



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	3. enrolment onto Open Module Enrolment due to IT infrastructure and time involved liaising with students. 4. access to LENS Reports: Information on SITs is often inaccurate and incomplete. Notification of new LENS reports only occurs with manual checking. Challenges in facilitating reasonable accommodations to students with additional needs due to time constraints. 5. Challenging assessment grading turnaround times. 6. Lack of Policy and guidance on GenAI The Senior Lecturer advised that the Return of Coursework policy and Late Submission of Assessed Work policy had recently been revised and include information in relation to accommodation requirements. The Deans noted that three Schools are conducting a pilot on how to manage non-standard accommodations. The HS Faculty Manager highlighted that the Disability Office met with Schools to discuss and increase awareness of how reasonable accommodations can be facilitated which was welcomed by the Schools. The AHSS Dean noted that facilitating reasonable accommodations is challenging for in-class assessments which occur during term time where space is limited. Challenges in relation to exam grading turnaround were noted however, members agreed that this challenge will be alleviated through the new academic year structure. The VP/CAO noted that staff from the Academic Service Division are examining how to make efficiencies to the OME process. STEM – Professor Sylvia Draper (Dean) and Dr Katie O'Connor (Faculty Administrator)	



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	The Dean highlighted a number of enhancements within the Faculty which included developing an automated approach to module evaluation, enhancements to support moderation of examinations, the School of Computer Science and Statistics set up a Generative AI workgroup to explore the opportunities and challenges associated with GenAI for teaching and learning and assessment. Some Schools have further enhanced links to industry with representatives from industry attending undergraduate and postgraduate events. Schools have embedded EDI and sustainability principles into their modules. The Dean highlighted that recurrent issues persist and highlighted challenges with the number of students academic staff are expected to supervise at UG and PGT level, large class sizes, and aging infrastructure (equipment and buildings). The Dean highlighted that the return of external examiner reports had decreased in some cases. She suggested that the external examiner report template be reviewed to only capture the most pertinent information. The Dean said that the centralisation of the external examiner reports brought challenges with Schools unclear if a report has been received. The Quality Office will examine the workflow of the external examiner reports to ensure that the relevant parties in the School are notified. Members suggested that payment to external examiners only be made on receipt of the external examiner report. Committee members commended the Faculty Deans and Faculty Managers in preparing the AFQR. The Faculty Deans noted that Schools are requesting concrete actions relating to recurrent issues raised in the AFQR and queried whether such issues which are resource dependent and beyond the scope of the School to resolve should be reported on in the AFQR. The VP/CAO advised that Schools continue to outline matters that can	Decision QC/24-25/42.3 The Quality Committee recommends the Annual Faculty Quality Report from the Faculty of STEM to Council for approval via the Consolidated Faculty Quality Report. Action QC/24-25/42.4 Quality Office to review workflow to ensure that Schools are informed about External Examiner reports received.



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	enhance quality and matters that are compromising quality. Schools should specifically outline matters which are in the Schools' control and matters which are not.	
**QC/24-25/043 Quality Review Report – School of Linguistic, Speech and Communication Sciences (LSCS)	The Head of School, Professor Lorna Carson presented an overview of the Quality Review Report's findings. Prof Carson outlined that the external Panels noted that the School was functioning at a very high level and listed ten commendations within their report. The Panel made 13 recommendations. These included: • diversifying the market for PGT programmes • developing partnerships with health and/or private sectors for increased funding • increasing the use of formative assessment across PGT programmes • the development new programmes • enhancements to technology for the purpose of teaching, learning and administration • that sign language interpreters are available exclusively on a permanent basis to the members of the Centre of Deaf Studies. Prof Carson outlined that the School was developing an implementation plan to address the recommendations. She noted that some actions would need to the support of the College and stated that the School was working with the College to action some items. Members commended the School on a positive report from the External Panel.	Decision QC/24-25/43.1: The Quality Committee recommended the School of Linguistic, Speech and Communication Sciences Quality Review Report dated 23rd April to Council for approval.
**QC/24-25/044 Quality Review Report – School of Physics	The Head of School, Professor Jonathon Coleman presented an overview of the Quality Review Report's findings. Professor Coleman noted that the recommendations made by the Panel were constructive and that the School is already in the process of actioning them. Prof Coleman highlighted some of the Panels' recommendations which included: • the development of a 5-year staff recruitment and staff replacement strategy	Decision QC/24-25/044.1: The Quality Committee recommended the School Physics Quality Review



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	• revision of the Freshers Physics curriculum • creation of an induction manual for new professional and academic staff In particular, Prof Coleman noted that the Panels highlighted that students reported that they had no female teachers. Prof Coleman stated that the School had appointed a Director of Equality Diversity and Inclusion whose role is to identify further mechanisms to enhance the visibility of female role models, to support greater diversity in the School's student recruitment, as well to identify increased social and career networking opportunities for students and researchers. Prof Coleman noted that the School appointed a Research Funding Manager whose appointment has been positive with regards to increases in both grant application and funding success. Prof Coleman noted that some recommendations will be challenging for the School to implement. The Panels noted within their report the School's dependence on aging infrastructure (buildings and research equipment) and the shortage of space within the School's footprint. Prof Coleman stated that actioning these issues will require assistance from College. The VP/CAO noted that matters related to infrastructure were not within the scope of the Terms of Reference for the School's Quality Review and advised that the School specify in their implementation plan matters which can be actioned by the School and matters which cannot. Prof Coleman highlighted that the documents required for the Quality Review were extensive and overwhelming for the Panels. He highlighted that the support and guidance provided by the Quality Office to Schools needs to be enhanced. The VP/CAO advised enhancements were being made to the School Review Quality procedures and	Report dated 23rd April to Council for approval.



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	noted that Schools can specify those areas they want the Quality Review to focus on. The STEM Dean and the VP/CAO commended the School on a positive Quality Review.	
**QC/24-25/045 Quality Review Report – School of Engineering	The Head of School, Professor Alan O'Connor presented an overview of the Quality Review Report's findings. Prof O'Connor noted that the Panel had made a number of commendations which included the Schools teaching and learning provision at UG and PG level, the transformative educational opportunities offered by the E3 Learning Foundry, the Schools research activity and the School's activities on Equality Diversity and Inclusion. The external Panel made a number of recommendations within their report. Prof O'Connor highlighted a number: • The Panel noted that increases in professional and technical staff had not occurred in parallel with increases to students and academic staff. With the expectation of further student numbers, the Panel have recommended that further academic appointments should be made subject to professional and technical resources being in place or planned for. • Reviewers noted that some of the buildings which Engineering occupy were in poor condition and/or had reached capacity. Prof O'Connor noted that the School is working with the College Bursar to identify additional space and is developing a contingency plan to ensure the School's research and teaching can continue in the event of the physical demise of the College estate. The Panel also highlighted the need to improve existing research infrastructure. Prof O'Connor and the VP/CAO acknowledged that actioning matters in relation to the College's physical footprint was not within scope of the Quality Review. The College will continue to advocate for increases to funding from Government/Research bodies for research equipment and physical infrastructure.	Decision QC/24-25/045.1: The Quality Committee recommended the School Engineering Quality Review Report dated 23rd April to Council for approval.



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	- The School offers a number of continuous professional courses in the form of micro-credentials and postgraduate diplomas and the Panel recommended that offering of these courses are reviewed in light of their long term financial viability and societal benefit. - Given the size of the School, aspects of the School Manager responsibilities should be distributed to enable the Manager to work on more strategic duties. The School is developing an implementation plan to address the recommendations made by the Panel. The VP/CAO advised that the School specify in their implementation plan actions that can be progressed by the School and that those that cannot be achieved by the School. The VP/CAO commended the School on a positive Quality Review.	
**QC/24-25/046 Marino Institute of Education Academic Policies	The MIE Registrar, Dr Sean Delaney presented an overview of the proposed new policies and procedures and amendments to existing procedures. Members noted no concerns related to the proposed policies and procedures.	Decision QC/24-25/046.1: The Quality Committee recommended the following MIE academic policies/procedures to Council for approval: -Academic Integrity Policy and Procedure -Student Ethics in Research Policy -Appeals Policy



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		-Court of First Appeal Process -Court of Second Appeal Process -Postgraduate Appeal Process
QC/24-25/047 Any other Business	- Quality Committee members noted that Ms Patricia Callaghan was retiring from her role as Academic Secretary. The VP/CAO thanked the Academic Secretary for their support, work and guidance and noted that they would be deeply missed. - The Quality Officer noted that QQI had informed Trinity of the external Panel who would be reviewing Trinity's TrustEd application.	
QC/24-25/048 Access, Transfer and Progression	The Quality Officer, Mr Grant Goodwin, outlined that QQI are preparing to publish a Green Paper proposing amendments to the existing Access, Transfer and Progression (ATP) Policy. Through consultation QQI are seeking the views of HEIs with regards the Green Paper. Trinity engaged in this consultation and submitted their views in April 2025. The VP/CAO highlighted concerns relating to the proposal. The proposed policy: - does not take into consideration the robust ATP practices that Designated Awarding Bodies have in place. - impacts Trinity's authority to establish, maintain and monitor ATP policies to specific contexts/programme offerings and enforces recognition of "general credit". - further increases reporting demands.	Decision QC/24-25/048.1: The Quality Committee noted the ongoing consultations with QQI relating to Access, Transfer and Progression. They noted a consensus rebuttal will be submitted via the IUA and the Quality Officer will keep the Committee apprised of any developments in this regard.



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	- proposes the introduction of certification at award stages (e.g., year 1, 2) which increase administrative burden and undermines programme design principles. - removes any specification on double counting. Members further discussed concerns related to the proposal. The Dean of HS noted that for regulated courses that HEI's must maintain authority on entry requirements to programmes. Members highlighted concerns related to the capacity required to support students who access programmes at advanced stages.	
QC/24-25/049 MIE Internal Quality Review – The Registrar's Office	Quality Committee noted that MIE Quality Review of the Registrar's Office.	Decision QC/24-25/049.1: The Quality Committee noted the MIE Quality Review of the Registrar's Office.
QC/24-25/050 Quality Committee Self Evaluation	The VP-CAO encouraged members of the Quality Committee to complete the survey addressing the performance of the Quality Committee in 2024/25.	Action QC/24-25/050.1: Quality Committee members were asked to respond to the QC Survey Self-Evaluation by 16th June 2025.
QC/24-25/051 Quality Review Schedule 2025/26	The Schedule of Quality Reviews for 2025/26 was presented to Quality Committee members for noting.	Decision QC/24-25/051.1: The Quality Committee noted the Quality Review Schedule 2025-26.



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QC/24-25/052 Proposed Dates for Quality Committee 2025/26	Quality Committee proposed dates for Academic Year 2025/26 were circulated.	Decision QC/24-25/052.2: The Quality Committee noted the proposed dates for Quality Committee 2025/26.