



Trinity College Dublin

Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

A meeting of Marino Institute of Education, Associated College Degrees Committee (MIE ACDC) was held on Thursday 11 February 2021 at 9am via Zoom.

Present: Registrar (Chair): Prof. Brendan Tangney
Dean of Graduate Studies: Prof. Martine Smith
School of Education - Head: Prof. Damian Murchan
Second Representative from the School of Education: Prof. Joanne Banks
Quality Officer - Roisin Smith

MIE:

President: Dr Teresa O'Doherty
Second Representative: MIE Registrar Dr Seán Delaney
International Foundation Programme (IFP): Dr Barbara O'Toole
Further Education: Dr Julie Uí Choistealbha
Undergraduate Programmes: Dr Joan Kiely
Postgraduate Taught Programmes: Dr Gene Mehigan

Apologies: Senior Lecturer/Dean of Undergraduate Studies: Prof. Kevin Mitchell

In attendance: MIE ACDC Secretary: Lucy Shah; Assistant Academic Secretary, TTL: Linda Darbey; TCD School of Education Administrative Manager: David Byrne; MIE Assistant Registrar: Dr Holly Foley; MIE Quality Officer: Julie O'Donnell; TCD Global Recruitment & Admissions Officer (for item ACDC/20-21/003): Clíodhna Martin; MIE IFP Programme Manager (for item ACDC/19-20/003): Brendan White

ACDC/20-21/010 Minutes of MIE ACDC of 19th November 2020

The MIE Registrar proposed the following amendments to the minutes:

Re ACDC/20-21/002i: He advised that in the fifth sentence of the first paragraph under Matters Arising the words 'who will now' be changed to 'some of whom will now' as follows '...He noted that particular efforts have been made to address the mobility opportunities of the B.Ed. programme students, **some of whom** will now be able to undertake their Spring school placement requirements in the European School in Brussels...'

Re ACDC/20-21/002ii: He proposed changing the term 'Quality Review' in the agenda item to 'Strategic Curriculum Review' due to the nature of the review that was undertaken.

The minutes with the amendments were approved.

The Secretary noted that the numbering convention in ACDC minutes has been updated to align more closely with the numbering convention used in the minutes of other Trinity committees.

ACDC/20-21/011 Matters arising

Decision/Action ACDC/20-21/005

MIE President confirmed that she met with the Head of School of Education and discussed school placements and the assessment/observation processes involved on programmes across the School of Education and MIE.

Decision/Action ACDC/20-21/008

MIE resubmit the memorandum 'Nominations of External Examiners for 2020/21' due to a typo in the original memorandum that had been submitted to the November ACDC meeting.

The Quality Officer noted that she is in the process of organising a date for the Extraordinary Annual Meeting.

ACDC/20-21/012 Standing item on International Foundation Programme (IFP)

The Registrar noted that two reports had been received for the meeting, one from TCD Global and one from MIE. He welcomed the Recruitment & Admissions Officer, Clíodhna Martin, to the meeting and invited the MIE IFP Manager, Brendan White to give an update on the MIE IFP to ACDC.

i. MIE IFP Report update

The MIE IFP Manager spoke to the memorandum that had been circulated. He advised that this has been a challenging year for the IFP due to the significant 40% increase of students. He reported that 50% of enrolled students were studying from their home countries while 50% were in Ireland, and that these two student groups had differing needs. This had resulted in an increased challenge of increasing the number of small group classes, with an increased level of engagement with staff alongside this. He noted that there is a concern there may be an increase in attrition due to teaching taking place online, and due to the number of students engaging online from their home countries, adding that there has been two dropouts so far. He advised that familiarisation events for students have been scheduled with various destination degree departments in Trinity.

The Registrar thanked the MIE IFP Manager for his update and invited the Recruitment & Admissions Officer to give her update.

ii. International Foundation Programme Recruitment and Admissions Update

The Recruitment & Admissions Officer spoke to the memorandum that had been circulated. She explained that due to some issues that have been experienced in the SITS migration project for IFP applicants, an interim procedure is in place currently. She advised that the turnaround time for applicants has not been negatively impacted by this, with the process taking 1-2 days. She noted the current recruitment numbers, with 70 offers made to date, and 23 deposits received. She advised that recruitment numbers are tracking well year on year. She reported that there is currently plenty of activity in the recruitment space and highlighted the benefits of the one-to-one Zoom sessions for individuals and their families. She noted that one student has accepted an offer so far on the new Piloting Concourse Global Clearing platform.

The Registrar thanked the Recruitment and Admissions Officer for her report and added that the difficulty of recruiting internationally in the current situation is not to be underestimated, noting that recruitment numbers are holding well. The MIE President queried whether there are any questions from prospective applicants on blended, hybrid and online teaching and learning. The Recruitment and Admissions Officer advised that prospective applicants have been provided with an overview of the changes that took place in teaching and learning the previous year and the positive experience students reported.

ACDC/20-21/013 Standing item on the QQI Quality Assurance of Linked Providers

The Quality and Qualifications Ireland (QQI) National Framework of Qualifications (NFQ) fan, associated report, and the interim National Academic Integrity Network (NAIN) Guidelines from the TCD Quality Officer were circulated. The Registrar invited the Quality Officer to provide an update on the Quality Assurance of Linked Providers.

a. Update on the approval of MIE QA procedures

The Quality Officer reported that the MIE Quality Assurance procedures were approved last October. She advised that the Extraordinary meeting would be held in February or March, and that the Terms of Reference for this meeting will be circulated. She noted that this would be a regulatory meeting and would be limited to relevant members of ACDC.

She advised that a request has been made by the Irish Universities Association (IUA) for a comprehensive overview of teaching and clinical placements to be provided to them via an excel spreadsheet, which has been circulated to MIE already. She noted this data will be provided to the Department of Further and Higher Education, Research, Innovation and Science.

b. Update on National Qualifications Register

i. QQI launch new NFQ Fan

The Quality Officer advised that QQI are launching the new NFQ Fan and an associated report which references the Irish and European Qualification Frameworks. She explained that this involves a standardisation of the Irish NFQ against the European Union (EU) NFQ, and that these changes will inform how programmes are aligned in terms of course proposals. Responding to a query from the MIE Registrar on professional awards, the Quality Officer noted that professional awards are now appearing on the NFQ Fan. She advised that she will seek further clarification on the query and will email the MIE Registrar with further information.

ii. National Academic Integrity Guidelines

The Quality Officer explained that NAIN is a QQI led forum on academic integrity, and that the Senior Lecturer/Dean of Undergraduate Studies is the Trinity representative. She reported that the working group has produced two documents, a set of guidelines and a lexicon of terms. She noted that due to COVID NAIN are looking at e-proctoring as there are several disciplines choosing to conduct online real-time examinations. She advised that Trinity are looking at setting up their own Academic Integrity Working Group and that MIE will be kept informed of all developments in this regard, as there could be implications for the policies of MIE. She advised that there is a clause within the QQI Amendment Act 2019, on the use of Essay Mills, and that QQI communicate with Trinity when it comes to their attention that Trinity assignments are appearing on the Essay Mills websites. She advised MIE to seek to block access to these type of sites on their campus and noted that there may be higher risk of the use of Essay Mills going undetected due to the nature of online assessments and examinations.

iii. Irish Qualification Register

The Quality Officer advised that the majority of programmes are now on the Register, and the linked provider programmes will be processed next. She noted the presence of programmes on the Register ensures that international students can easily find out information about programmes.

Finally, the Quality Officer informed members that Dr, Pdraig Walsh has been reappointed as the CEO of QQI, and that QQI are going into their next strategic planning phase.

ACDC/20-21/014 Standing update on communication & inter-institutional collaboration by

Senior Lecturer/Dean of Undergraduate Studies and the Dean of Graduate Studies

The Registrar noted apologies from the Senior Lecturer/Dean of Undergraduate Studies, and invited an update relating to the item from the Dean of Graduate Studies. She noted that a working group will be set up on Academic Integrity, and that input would be sought from MIE. She advised that currently there is a lot of activity on course proposals and that this would be discussed later in the meeting under the relevant item.

The Head of School of Education reported on an area of inter-institutional collaboration in line with the proposals contained in the Sahlberg Reports (2012 and 2019). He explained that the Sahlberg Report recommended a shared initiative between the School of Education and MIE, in relation to teacher education. He noted that Trinity made a commitment to set up a Centre of Teaching Education in line with the recommendations of the Sahlberg Report (2012) and that

this Centre of Teacher Education was initially a four way partnership between Trinity, MIE, University College Dublin and National College of Art and Design, which then split into two partnerships in 2019, with Trinity and MIE as one partnership. He explained that the consultation on the project is in its initial stages of seeking ideas at a local level and that a working group of six members from MIE and Trinity had been set up, with five meetings taking place so far. He advised that this working group produced an internal discussion paper to share with staff at local level and would later move to wider consultation with College Officers and others across the College. The MIE President commented that the work had begun in November and it had been an intensely productive and collaborative period. She added that the Centre for Teaching Education would take 1200 students and that it would be a virtual Centre. She noted that this initiative is a very positive step in collaboration.

ACDC/20-21/015 MIE Response to External Examiners' Reports

A memorandum from the MIE Registrar, dated 25 January 2021, was circulated. The MIE Registrar noted that at the last meeting the majority of External Examiners Reports were submitted, and that this memorandum details the responses from MIE to those reports. He noted that the External Examiners reports from Dr Tony Hall for the Masters in Education Studies (MES) programmes in Visual Arts, Inquiry Based Learning and Leadership in Christian Education had not yet been received, therefore the update on the MES External Examiner's Reports will not take place until the following meeting.

The Dean of Graduate Studies commented on the differing responses from two schools on the nature of feedback to students. She queried whether there is a programme wide view on how feedback to students should be disseminated. The MIE Registrar responded that due to the Semesterisation project in MIE, discrepancies in feedback may result from the different stages schools are at in the project. He confirmed that there is movement towards a more consistent approach to giving feedback. The MIE President added that the change in structure of the Academic Council has created an expanded platform for wider conversation across the college. She noted that there are now broader programme boards in place and there is a movement towards a greater cohesion on programme development and feedback to students.

ACDC/20-21/016 Amendments to School Placement

A memorandum from Seán Delaney, MIE Registrar, dated 25 January 2021, was circulated. He reported that it had been a challenging year for school placements. He advised that the school placement, which usually takes place before Easter has now been pushed back until after Easter, and that there is hope that this change may facilitate school placements for students. He noted that as assessors cannot travel to schools, assessment must still take place remotely, in the event that school placements go ahead. He gave an overview of the proposed amendments, as indicated in the circulated document, whereby the teaching and learning component of the School Placement would be changed to Pass/Fail. He noted that these amendments are proposed as a temporary measure only under the current conditions.

The Head of School of Education commented that the proposed amendments are consistent with current guidance from the Teaching Council and that there shouldn't be any adverse effects on students as a result of their implementation. The MIE Representative of Further Education noted that this proposal has been created in consultation with colleagues in other institutions, ensuring that schools will receive a consistent message from educational institutions on school placements.

Responding to a query on whether the amendments to school placements grading will affect the classification of the award, the MIE Registrar noted that it won't have any bearing on this. The MIE President added that MIE have a more structured grading system for school placements than other institutions and that this structure has provided space for these amendments without adversely affecting the classification of the award.

It was noted that there is a typing error on page 2 of the memorandum under 'Breakdown of weightings for BEd/BOid 1, BEd/BOid 2, BEd3, PME 1' - the word '100%' at 'Teaching and Learning' should be changed to 'Pass/Fail'.

Decision/Action ACDC/20-21/016: ACDC approved the proposed amendments to the school placement, subject to the minor change of a typing error in the memorandum by the MIE Registrar.

ACDC/20-21/017 MIE Proposed New Courses

A memorandum from Seán Delaney, MIE Registrar, dated 5 February 2021, was circulated. The MIE Registrar advised ACDC that the memorandum was for information purposes, to provide ACDC with an overview of proposed plans for courses in the future. He provided a brief overview of the plans, explaining that three of the proposed changes relate to the MES in Leadership in Christian Education, MES in Further Education and MES in Primary School Mathematics. He reported that MIE hope to bring the changes in the MES in Leadership in Christian Education to the next ACDC meeting, and that the changes comprise of the introduction of a new module, and some amendments to another module. He noted that the other two MES proposals are new online courses and it is intended that these will be presented to the November 2021 ACDC meeting. He noted that the other two proposed changes relate to the Bachelor in Education (B.Ed.), and added that 20 new elective modules are being proposed for the B.Ed.

The Registrar commented that the introduction of 20 elective modules at once would require a large amount of work. The Assistant Academic Secretary had been liaising with MIE on this and advised that there is a need going forward for significant time to be allowed for the Trinity review of proposals and that Academic Affairs will be working with MIE on this over the coming months. The Dean of Graduate Studies queried whether the changes to the MES in Leadership in Christian Education will be brought through the Graduate Studies Committee (GSC) this academic year, and the MIE Registrar confirmed that this is what MIE hope to do. The Assistant Academic Secretary noted that the possibility of this happening is dependent on how extensive the changes are, and that this will be established through the review of the proposal by relevant parties in Trinity. The Dean of Graduate Studies added that there is currently no scope to review another course at GSC in February, March or April. The Assistant Academic Secretary also pointed out an omission in the B.Ed. proposal, noting that the school placement module is not listed under the B.Ed. changes and that this needs to be included also.

The Head of School of Education commented that plans like these have logistical implications, advising that the introduction of 20 elective modules is a significant change to the programme and asked about MIE's capacity to deliver 20 new elective modules. He noted that as the programmes are reviewed by the School of Education, it is important to receive documents in a timely manner. He added that it is important for the School of Education to ascertain whether there is any potential overlap of content in the proposed plans with existing courses in Trinity, and that the School of Education will work with MIE on this.

The MIE President thanked the Registrar and the Assistant Academic Secretary for their support in the process. She advised that workshops with the School of Education to discuss course proposals and reviews would be particularly helpful. Responding to comments from members that 20 elective modules is a significant workload, she suggested that these may be staggered to alleviate the work involved and confirmed that there was capacity in MIE to deliver these. She added that there had been a very positive response to the idea of electives from MIE staff, which had resulted in the creation of the proposed 20 elective modules. She noted that she was cognizant of the volume of work involved.

ACDC/20-21/018 Request for Early Issuing of Degree Parchments

A memorandum from Seán Delaney, MIE Registrar, dated 5 February 2021 was circulated. The Trinity Registrar gave an overview of the request, explaining that some MIE students had been offered teaching positions in the United Arab Emirates (UAE), on the condition that they can submit their degree parchment by June. He advised that Trinity cannot provide students with their degree parchments until they are conferred in December. He said that he will reach out to the relevant authorities in the UAE to establish what actions were needed on this matter. He added that the timing of the conferral of these students will be looked at also.

Decision/Action ACDC/20-21/018: The Registrar to liaise with relevant authorities in UAE and to keep the MIE Registrar informed of developments.

ACDC/20-21/019 Calendar changes for 2021/22

i. Calendar II UG changes

The Calendar changes were endorsed by ACDC subject to the amendments that may come about should the B.Ed. course proposal changes be approved later in the year.

ii. Calendar III PGT changes

The Calendar changes were endorsed by ACDC subject to the amendments that may come about should the MES in Leadership in Christian Education course proposal changes be approved later in the year.

Decision/Action ACDC/20-21/019: The following proposed changes to the Calendar were approved: Bachelor in Science (Education Studies), Bachelor in Science (Early Childhood Education), Certificate in International Foundation Studies for Higher Education, Masters in Education Studies (Early Childhood Education), Masters in Education Studies (Inquiry-Based Learning), Masters in Education Studies (Intercultural Learning and Leadership), Masters in Education Studies (Visual Arts). Due to proposed changes to the Bachelor in Education and Masters in Education Studies (Leadership in Christian Education) these calendar entries would be considered by the next meeting of ACDC.

ACDC/20-21/020 AOB

The ACDC Secretary informed members that the date for the following meeting of ACDC would be brought forward to April to accommodate the proposed course changes.

Registrar:

Brendan Tangney

Date:

11 February 2021