



A meeting of the MIE ACDC was held 17 November 2022 at 2.00 pm via Zoom.

Present: Professor Neville Cox, Registrar (*Chair*)
Professor Martine Smith, Dean of Graduate Studies
Professor David Shepherd, Senior Lecturer/Dean of Undergraduate Studies
Professor Carmel O'Sullivan, Head of School of Education
Professor Joanne Banks, Second Representative from the School of Education
Ms. Róisín Smith, Quality Officer
Professor Teresa O'Doherty, President of MIE
Dr Seán Delaney, MIE Registrar
Dr Joan Kiely, Undergraduate Programmes
Dr Aimie Brennan, Further Education
Dr Gene Mehigan, Postgraduate Taught Programmes

Apologies: Dr Sandra Austin, International Foundation Programme.

In attendance: Ms Shauna Cassidy, MIE Assistant Registrar; Ms Ciara Conlon, Academic Affairs; Ms Linda Darbey, Assistant Academic Secretary: Academic Affairs; Mr Conn McCluskey, School of Education Manager; Ms Julie O'Donnell, MIE Quality Officer; Clíodhna Martin, Admissions and Recruitment Manager for IFP (for item MIE/ACDC/22-23/004); Mr Brendan White, MIE IFP Programme Manager (for item MIE/ACDC/22-23/004).

MIE/ACDC/22-23/001 Welcome and noting of membership for 2022/23

The Registrar welcomed everyone to the first ACDC of 2022/23 and noted that Dr Aimie Brennan will replace Dr Julie Uí Choistealbha as MIE representative for Further Education.

MIE/ACDC/22-23/002 Minutes of the meeting 28 April 2022

The minutes of the meeting held on the 28 April 2022 were approved.

MIE/ACDC/22-23/003 Matters arising

- i. **MIE/ACDC/21-22/014:** The Registrar confirmed that the MES Primary Maths Education course proposal was approved by Council in May 2022. The MIE Registrar provided a brief update, stating that there are currently 13 students enrolled on the programme, and the feedback has been positive to-date.
- ii. **MIE/ACDC/21-22/014:** The Registrar confirmed that the MIE programme entries for Calendar Parts II and III for 2022/23 were approved by USC, GSC, and Council.
- iii. **MIE/ACDC/21-22/032:** The Registrar confirmed that the External Examiner nominations for the Professional Master of Education (Primary) and the Bachelor in Science (Early Childhood Education) were approved by Council.
- iv. **MIE/ACDC/21-22/019:** The Registrar provided an update on the curricular sub-committee, advising that a meeting had been held in August to discuss MIE proposed courses. Further meetings of the sub-committee will take place following



Trinity and MIE agreement of a set of principles that will underpin the work of the sub-committee.

The Registrar drew attention to the timelines in place for submitting course/module proposals for review by Academic Affairs, which should be taken into consideration when developing and submitting course proposals for review.

MIE/ACDC/21-22/023 The Registrar advised that, as previously agreed, commencement ceremonies for those graduating from MIE will take place on a Saturday, with an upcoming ceremony scheduled for 26 November 2022.

MIE/ACDC/22-23/004 Standing update on International Foundation Programme by the Recruitment and Admissions Manager, Global Relations & MIE IFP Manager

The Registrar invited the Recruitment and Admissions Manager to provide an update on this item.

The Recruitment and Admissions Manager advised that despite challenges in recruiting students due to COVID and geopolitical issues, currently there are 110 students registered on the IFP from a diverse range of countries. This reflects the success of the diversification strategy implemented by Trinity Global. She indicated that there has been slight growth in the number of students on Pathway A, however, Pathway B remains the most popular route for students.

The Recruitment and Admissions Manager highlighted the range of marketing activities that are currently underway, including in-person recruitment, utilizing new to the market 'Ed Tech' platforms, and the updating of the IFP website, including the embedding of a new admissions portal.

In response to a query from the President of MIE regarding the enrolment of students from Russia, the Recruitment and Admissions Manager advised that while the Irish University Association issued a statement on the suspension of the exchange of students from Russia following the invasion of Ukraine, Russian students were still granted student visas to travel to Ireland. She added that the number of students from Russia on the IFP is much lower than in previous years.

The Head of the School of Education queried if there are plans to deliver shorter courses aimed at postgraduate students. The Recruitment and Admissions Manager advised that they have identified a market need in this area and are currently undertaking research to work out the operational details.

The Registrar thanked the Recruitment and Admissions Manager and invited the MIE IFP manager to provide an update on this item.

The MIE IFP manager spoke to the performance and progression of the previous year's cohort, highlighting a 75% progression rate for those completing the programme. He advised that there were significant challenges posed by COVID and that students required a high level of support, particularly in relation to



assessment. He stated that there were seven appeals submitted to the MIE court of appeal, five of which were successful, and these students were granted leave to sit a reassessment session as their first sitting of final exams.

The MIE IFP manager reported that in response to the increased need for social support, an enhanced social programme was developed to enable students to engage in cultural extracurricular activities.

The Registrar thanked the MIE IFP Manager, commending him on continued success in the IFP programme.

MIE/ACDC/22-23/006 Professional Diploma in Education (Further Education) Review

As the Dean of Graduate Studies had to withdraw from the meeting early, this item was brought forward.

A memorandum from the MIE Registrar, dated 17 November 2022, was circulated along with the review report and institutional response.

The MIE Registrar thanked the Quality Officer for submitting feedback prior to the meeting via e-mail, advising that this will be taken into consideration. In the discussion that followed, the following points were raised by members:

- The report is to be presented to the Quality Committee for consideration and approval before being submitted for approval by Council and can only be published following approval by Council.
- The reference to a QQI award should be removed from the report (page two) as the award is a Trinity College Dublin, University of Dublin Award.
- There is reference to a 5 ECTS credit load being 'small' on page 5 of the report, however, it was pointed out that a 5 ECTS module is standard, and the report should be amended to reflect that.
- Attention was drawn to the reviewers' comments which described the programme as 'clunky' and attributed this to the awarding body's stipulations. It was highlighted that there is scope to create modules which carry a 10 ECTS workload.
- Two members noted that the Professional Diploma is an NFQ level 8 programme.

In response to a query from the Dean of Graduate Studies on the recommendation in the report (page 13) to revise the sequencing of modules, the MIE Registrar stated that semesterisation has been implemented in MIE since the review took place and the sequencing of modules was revised as part of this process. He stated that MIE is confident that this recommendation has been addressed adequately, however, they will continue to monitor this.

The Head of the School of Education spoke to the feedback on the excessive number of programme learning outcomes (PLOs), stating that Teaching Council requirements and professional standards often result in a significant number and range of programme and module learning outcomes.



The Quality Officer drew attention to the recommendation for students to undertake a 10 ECTS credit module alongside the Educational Placement, which may result in a heavy workload for students, and thus should be considered carefully before implementation. The MIE Quality Officer provided a response from the programme director in relation to this feedback, who clarified that the placement module runs across the entire year, therefore, the programme director felt this would not be too burdensome for students.

The Quality Officer noted that the issue of timely and effective student feedback is referred to in the Review Report and also in the external examiner reports and stated that MIE has commitment around feedback in the Trinity approved MIE Academic Assessment and Progression Policy and in the MIE Assessment Handbook. The Quality Officer also queried if MIE were members of NStEP- National Student Engagement Programme, which provides training to student representatives, and the MIE Registrar confirmed that they are members.

The Dean of Graduate Studies queried if there had been any further correspondence with the reviewers to clarify any errors made in the report and the MIE Registrar confirmed that there has been some further correspondence, and the report, as presented to ACDC, has been formally accepted by MIE. The Dean of Graduate Studies further commented on the institutional response, which she felt was sparse, and queried if any further response is forthcoming. The MIE Registrar explained that the institutional response was a high-level response, which is intended to be published, however, MIE is currently working on a detailed quality implementation plan. The MIE Quality Officer added that this plan will be monitored over five years and will be brought to the next ACDC for consideration.

The Assistant Academic Secretary: Academic Affairs commented that if there are plans to revise the curriculum of the programme, changes will need to be brought to ACDC in one overall proposal to enable consideration of proposed changes in the context of the programme as a whole. The MIE Registrar advised that the course director doesn't envisage any other changes, which will necessitate ACDC approval, however, the structure of the course will be amended in the coming academic year. The Dean of Graduate Studies stated that she had expected further changes to the programme to be brought to ACDC for consideration, adding that it would be helpful for ACDC to have oversight of any further changes, even if approval is not required.

Action/Decision

006.1 MIE noted and approved the review of the Professional Diploma in Education (Further Education) Review Report and recommended it to the Quality Committee, subject to the revisions indicated at the meeting.

MIE/ACDC/22-23/007 Amendments to Communications & Technology in Education module (PDE Further Education)

A memorandum from the MIE Registrar, dated 04 November 2022, was circulated along with proposed changes to the module.



The MIE Registrar spoke to the item, stating that learning outcomes had been refined and the assessment components have been reduced to one summative assessment. The title will change from 'Communications & Technology in Education' to 'Technology Enhanced Learning'. The Head of School of Education raised the lack of formative assessment components, which could be utilized to respond to the review recommendations to provide students with timely feedback. The MIE President stated that the assessment is carried out on an ongoing basis and a formative aspect could be factored in, however, she acknowledged that this is not explicitly stated. The MIE Registrar thanked the Head of School of Education for her comments and stated that they will be taken on board.

Action/Decision

007.1 MIE noted and approved the proposed changes to the Communications & Technology in Education module (PDE Further Education), which will now be entitled 'Technology Enhanced Learning'.

The Dean of Graduate Studies withdrew from the meeting.

MIE/ACDC/22-23/005 Standing update on Quality Assurance of Linked Providers by Quality Officer

The Registrar invited the Quality Officer to provide an update on the Quality Assurance items.

- i. International Education Mark
The Quality Officer advised that the International Education Mark is expected to be launched in 2023, and that QQI has opened a public consultation on this. She advised that the Irish University Association (IUA) has called for clarification on expected costs to Institutions before the consultation period closes on 16 December 2022. The Quality Officer went on to highlight the onerous stipulations proposed in the IEM code of practice regarding the induction process, which will be highlighted in Trinity feedback to QQI. She indicated that she would welcome feedback from MIE to be included before the 29 November 2022.
- ii. MIE Quality Review
The Quality Officer thanked MIE for providing nominees for the upcoming MIE Quality review and confirmed that a selection panel will be convened, and further updates will be provided to ACDC on this.

MIE/ACDC/22-23/008 Amendments to Physical Education (PE) and Social Personal and Health Education (SPHE) module (Bachelor in Education Yr 1 & 2)

A memorandum from the MIE Registrar, dated 08 November 2022, was circulated along with proposed changes to the modules.

The MIE Registrar explained the proposed changes, stating that for Year 1, the assessment component will change from a written exam to a written assignment. Year 2 students will be asked to complete a presentation with



reflective assignment components instead of a written exam. He explained that this will result in an overall balance of assessment components. The Head of School of Education commended MIE for the changes, stating that they fit nicely within the module. She highlighted the fact that the reading list for year one and year two is the same, which offers little progression for the students, and suggested that this be addressed.

In response to a query on negative marking, the MIE Registrar responded that normally this information would be supplied only in the course handbook however, it is included in the module descriptor in this instance as it is uncommon to use this method in MIE.

Action/Decision

008.1 MIE noted and approved the amendments to Physical Education (PE) and Social Personal and Health Education (SPHE) module (Bachelor in Education Yr 1 & 2), subject to the revisions indicated at the meeting.

MIE/ACDC/22-23/009 External Examiner Reports 2021/22

A memorandum from the MIE Registrar, dated 07 November 2022, was circulated along with external examiner reports for all undergraduate and postgraduate programmes offered in MIE.

The MIE Registrar explained that written responses to each report from the respective programme boards will be collated and brought to the next ACDC for noting. He clarified that the reports were received in September and were noted at the MIE Academic Council meeting in October 2022, along with oral responses from the respective programme leaders. A written response will be submitted to MIE Council in January 2023 and will be brought to ACDC in March 2023 for consideration.

Members commended MIE for the positive feedback from the External Examiners, stating that it is a testament to the good work being done in MIE.

MIE/ACDC/22-23/010 Student Survey Results Report 2016 -22

A memorandum from the MIE Registrar, dated 07 November 2022, was circulated along with the Student Survey Report 2016-22.

The MIE Registrar thanked the MIE Research Officer for a robust, long trend analysis which provides insight into student experiences over the last five years. He highlighted that MIE now has the highest response rate in the country and is satisfied that the results indicate that 90% of respondents stated that they would choose to attend MIE again. He advised that going forward there will be a focus on increasing student engagement. The Senior Lecturer/Dean of Undergraduate Studies stated that he would welcome further details on how MIE will address the results, as this may inform a Trinity response on this.

In response to a query, the MIE Registrar stated that the report will go to MIE



Council however, there are currently no plans to publish it. The Quality Officer suggested that the results are disseminated in an accessible, student-friendly manner as this may be raised in the MIE Quality Review.

MIE/ACDC/22-23/011 Standing update on Communication

- a) Policies and procedures relevant to MIE – Senior Lecturer/Dean of Undergraduate Studies and Dean of Graduate Studies

The MIE Registrar invited the Dean of Graduate Studies to provide an update before she withdrew from the meeting. The Dean of Graduate Studies advised members that Trinity is continuing to progress work on academic integrity, with three working groups currently engaged in exploring ways to ensure integrity in teaching, assessment, and research activities, as well as preventing and responding to academic misconduct. The MIE Registrar commented on this, stating that MIE has also established an academic integrity committee, and the Dean of Graduate Studies stated that she would welcome collaboration on academic integrity once Trinity has a workplan in place.

The Dean of Graduate Studies advised that a review of the External Examiner process is currently underway in Trinity and details on this will be brought to a future ACDC meeting.

The Senior Lecturer/Dean of Undergraduate Studies followed up on the topic of academic integrity, advising that resources were circulated in Trinity during Academic Integrity week. He advised that there are plans to conduct a survey of staff and students and invited the MIE Registrar to get in touch with him to discuss further. The Assistant Academic Secretary: Academic Affairs also highlighted that the [National Academic Integrity Network](#) has a wealth of useful resources available.

The Senior Lecturer/Dean of Undergraduate Studies provided an update on the work of the Undergraduate Studies Committee (USC), advising that USC is looking at ways to enhance civic engagement, and that a working group centred on sustainability will be established to examine how this can be incorporated into the undergraduate curriculum. He informed ACDC that a working group on undergraduate regulations has also been set up to review UG regulations and policies.

- b) Inter-institutional collaboration including research – Head of School of Education and MIE President

The Registrar invited the MIE President to give an update. The MIE President addressed the topic of sustainability, advising that Dr Sandra Austin is currently working with Prof Jane Stout, the Trinity Vice-President for Biodiversity and Climate Action, and that the MIE student sustainability committee are working to embed sustainable values in the curriculum, in line with the MIE Strategic Plan.



The MIE President advised that MIE and the School of Education are continuing to collaborate on the Tobar project, which provides pathways to initial teacher education for members of the Irish Traveller community, and a project officer has recently been appointed.

The MIE President stated that a very fruitful meeting took place in September 2022 between MIE and the School of Education to look at potential research activities and she extended an invitation to hold another meeting in MIE in the near future. The Head of School of Education welcomed the invitation and added that as a result of this meeting, a number of MIE colleagues have joined research groups in the School.

The MIE President also advised ACDC that MIE and the School of Education are currently finalizing a bid to host the International Congress for School Effectiveness and Improvement in January 2024, which if successful, would see approximately 800 international visitors coming to Dublin. The Head of School of Education thanked the MIE President for her work in putting together the application.

The Head of School of Education reported that the School of Education and MIE were successful in their bid for funding from the National Council for Curriculum and Assessment to carry out research in the primary arts education field which will help inform future curriculum revisions.

The Head of School of Education drew attention to work around the Centre of Teaching Education project, which was a result of a recommendation from the Sahlberg Report, stating that this will need to be progressed.

MIE/ACDC/22-23/012 Any Other Business

- i. The Registrar advised that the next meeting on 2 March 2023 will be hosted by MIE and the meeting of 11 May will be held in person in Trinity.

Section B (For noting)

MIE ACDC noted the following items:

- i. **External Examiner Nomination**

A memorandum from the MIE Registrar was circulated which outlined the external examiner nomination of Dr Eleanor Lingham as external examiner on the International Foundation Programme (Pathway B and Mathematics strand).