



Trinity College Dublin

Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

A meeting of the Royal Irish Academy of Music, Associated College Degrees Committee (RIAM ACDC) was held on the 7 October 2020 at 9am via Zoom

- Present: Registrar (Chair): Prof. Brendan Tangney
Dean of Graduate Studies: Prof. Martine Smith
Head of School of Creative Arts: Prof. Ruth Barton
Head of School of Education: Prof. Damian Murchan
Second Representative from the School of Education: Prof. Marita Kerin
Quality Officer: Roisin Smith
RIAM:
Director & RIAM Research Representative: Prof. Deborah Kelleher
Chair of Bachelor in Music Composition/Music Performance and Diploma in Music Teaching & Performance Committees: Prof. Colma Brioscú
Chair of Doctorate in Music Performance Committee: Dr Kevin O'Connell
Chair of BMusEd Course Committee (RIAM): Prof. Marie Moran
- Apologies: Senior Lecturer/Dean of Undergraduate Studies: Prof. Kevin Mitchell
Second Representative from the Creative Arts: Prof. Evangelia Rigaki
School of Education Manager: David Byrne
RIAM: Chair of Master in Music Performance Committee: Prof. Kathleen Tynan
RIAM: Administrative Officer, Registry: Frances Hogan

In attendance: RIAM ACDC Secretary: Lucy Shah; Assistant Academic Secretary, TTL: Linda Darbey; School of Creative Arts Manager: Jo McNamara

The Registrar welcomed the new members, the Dean of Graduate Studies, Martine Smith, and Secretary, Lucy Shah to the committee and read out the apologies.

RIAM ACDC/20-21/001 Minutes of RIAM ACDC of 19 February 2020

The Minutes of the meeting of 19 February 2020 were approved as circulated.

RIAM ACDC/20-21/002 Matters Arising

The Registrar referred the committee to the action on page 3 of the minutes (RIAM ACDC/19-20/150) advising that the RIAM ACDC Secretary had provided revised policies relevant to the PGR examination process to RIAM. He also referred the committee to the decision (RIAM ACDC/19-20/151) on page 4 of the minutes advising that the one-year part-time Certificate within the two-year part-time Diploma in Music Teaching and Performance was approved by University Council at the May 2020 meeting. The Registrar shared with RIAM the news of the launch of the Guided Reflection Tool developed as part of the Trinity Education Project (TEP) and noted that it is available for RIAM students to use.

Responding to a query raised about the launch of the newly approved Certificate in Music Teaching and Performance, the RIAM Director advised that no action has been taken yet to launch this. She advised that the next step in this process will be to promote the course, and that COVID-19 may result in a hybrid delivery of the course. Responding to a query raised at the February 2020 meeting about the low attendance of members to RIAM committee meetings, the RIAM Director reported that there has

been a revision of committee structures in RIAM, designed to facilitate a more structured process for committees, with more faculty representation.

RIAM ACDC/20-21/003 To note the 2020/21 membership of new and continuing Chairs of RIAM committees

The Registrar noted that the new Chairs of RIAM committees will be in place for the following meetings of RIAM ACDC, following their first RIAM meeting on the 16th October 2020. The outgoing Chairs of RIAM committees were present for the first RIAM ACDC meeting of the year.

RIAM ACDC/20-21/004 Update on Covid-19 response from RIAM Director

Update on RIAM Return to Teaching for academic year 2020/2021

A memorandum from the Director & RIAM Research Representative, dated 07 October 2020, was circulated. The Director & RIAM Research Representative provided an overview of the response to COVID-19 at the end of the last academic year and for the current academic year. She reported that following consultation with the TCD Registrar, the External Examiner and with students, the end of year exams were replaced with continuous assessment for all students with the exception of final year BA students, and both year 1 and 2 Masters students, who instead gave performances in August 2020. She advised that there have been no appeals, and that the External Examiner was satisfied. The Director & RIAM Research Representative reported that for 2020/21 all group classes have been moved online. She advised that one-to-one classes were taking place in person, with additional Personal Protective Equipment measures in place. She pointed out that should Level 5 be introduced by Government this would present challenges to in-person teaching, and that RIAM would need to explore options and alternatives should this arise. The Dean of Graduate Studies advised that the Irish Universities Association (IUA) is in the process of developing a framework for what happens in higher education across the five levels. The Registrar suggested that if necessary, an extra meeting of RIAM ACDC could be held if Level 4 or 5 is implemented.

RIAM ACDC/20-21/005 Update on Quality Assurance of Linked Providers from the Quality Officer

A document from the Quality Officer, dated November 2016, was circulated. The Registrar invited the Quality Officer to provide an update on the Quality Assurance of Linked Providers.

i. RIAM Quality Assurance Procedures were approved by Council in May 2020

The Quality Officer confirmed that the RIAM Quality Assurance Procedures were approved by University Council in May 2020.

ii. Confirmation that RIAM has complied with §33(3) of the QQI Act to publish their procedures as approved and provide a copy to QQI

The Quality Officer noted that RIAM has complied with §33(3) of the Qualifications and Quality Assurance (Education and Training) Amendment Act 2019 to publish their procedures as approved and provide a copy to Quality and Qualifications Ireland (QQI).

iii. Notice of intention to initiate the Annual Extraordinary Meeting with RIAM in 2020/21 under ACDC Terms of Reference (2016)

The Quality Officer gave notice of intention to initiate for the first time the Annual Extraordinary Meeting with RIAM in 2020/21 under ACDC Terms of Reference (2016). She advised that the agenda for this Annual Extraordinary Meeting would be

comprised of the points found under 5ii of the Procedures of the Terms of Reference for the Royal Irish Academy of Music Associated College Degrees Committee (Nov 2016).

iv. Additions to Terms of Reference for Quality Committee relevant for Linked Providers to be approved by Board on 14th October: 'Consider and make recommendations to Council/Board on quality reviews reports of validated programmes'

The Quality Officer explained that the Quality Committee's Terms of Reference had been strengthened following the Linked Providers approval process. She advised that once an internal quality review is undertaken by RIAM, it will first go to ACDC, and then the Trinity Quality Committee before being approved at University Council through the minutes of the Quality Committee. This addition to the Terms of Reference for Quality Committee relevant for Linked Providers is to be approved by the Trinity Board on 14th October 2020.

v. Irish Register of Qualifications – awaiting provision of RIAM programme data by Academic Registry to QQI

The Quality Officer advised that there was a soft launch of the Irish Register of Qualifications in September 2020. She established that RIAM programme data is to be provided by Academic Registry to QQI for inclusion on the register.

vi. Quality Assurance of online/hybrid/blended provision -impact of Covid-19 on 2020/21 provision - resumption of Teaching & Learning

The Quality Officer advised that QQI seeks updates from Trinity on Linked Providers. She advised that it would be prudent to consider the [QQI QA blended guidelines](#) this year.

Decision/Action RIAM ACDC/20-21/005: Quality Officer to meet with Director & RIAM Research Representative to establish a date for the Annual Extraordinary Meeting in 2020/21.

RIAM/ACDC/20-21/006 Standing Items on Communication

The Registrar invited an update relating to the item.

a. Inter-Institutional Collaboration including research – Heads of School of Education and Creative Arts

The Head of School of Creative Arts advised that there were no current collaborations happening. She spoke about the Music Department move from House 5 to Pearse Street and expressed a concern about the loss of the Boydell Room. Responding to this, the RIAM Director confirmed that RIAM will be happy to assist with this issue, as once their new complex is open in 2021 there will be a tiered lecture hall with a piano.

The Head of School of Education thanked RIAM for taking on two extra students in the BMusEd over the summer. The second representative from the School of Education spoke about the co-teaching model which is in use, particularly in school placements. Following the transition to online in September 2020, a new method of assessing students on virtual placements has had to be designed, as a collaboration between the three colleges including the Conservatoire. The report on the Quavers to Quadratics collaboration is currently being written up as well.

b. Policies and procedures relevant to RIAM – Senior Lecturer/Dean of Undergraduate Studies and Dean of Graduate Studies

The Registrar noted that the Senior Lecturer/Dean of Undergraduate Studies was absent and an update on undergraduate policies and procedures relevant to RIAM was provided by the Assistant Academic Secretary. The Assistant Academic Secretary reported that the launch of Trinity Education was to take place on the 21 October 2020 at 9.30am, and that RIAM was welcome to attend. She provided an update on the Trinity Education Project, noting that the project was now concluded with all elements mainstreamed. She reported that students on the common architecture were now entering their Senior Freshmen year and were able to select various pathway options available, after entering as Junior Freshmen on Single Honors, Joint Honors and Common Entry Programmes. She advised that students have now selected Trinity Electives, Open Modules and New Minor Subjects where applicable.

The Registrar thanked the Assistant Academic Secretary for her update and invited the Dean of Graduate Studies to provide an update on postgraduate policies and procedures relevant to RIAM. The Dean of Graduate Studies advised that a guide for delivery of blended learning through Blackboard and Panopto in terms of recording and captioning has been developed. She reported that this may be useful to share in terms of providing support to students in engaging with those platforms. She commented that the next piece of work to take place in postgraduate space will be to capture how assessments will adapt over the next academic year, and the effect this will have on programme learning outcomes. Finally, she said that attention will now be turned to the postgraduate space, and consideration will be given to how the renewal of activities in this space can take place.

RIAM/ACDC/20-21/007AOB

There was none.

Registrar:

Brendan Tangney

Date:

7 October 2020