



**Minutes of the Marino Institute of Education Associated College Degrees Committee
(MIE ACDC)**

Thursday 14th February 2019

Present:

Registrar (Chair): Prof. Paula Murphy

School of Education - Head: Prof. Damian Murchan

2nd Representative from the School of Education: Prof. Joanne Banks

Quality Officer - Roisin Smith

President of Marino Institute of Education: Dr Teresa O'Doherty

2nd Representative from Marino Institute of Education: MIE Registrar Dr Seán Delaney

Representatives of MIE Course Groupings -

UG Programmes: Dr Julie Uí Choistealbha

International Foundation Programme: Brendan White

Postgraduate Taught Programmes including Further Education: Dr Gene Mehigan

Apologies:

Dean of Graduate Studies: Prof. Neville Cox;

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

MIE ACDC Secretary - Ewa Sadowska.

In attendance:

Sorcha De Brunner (stand-in Secretary)

Dr Victoria Bruce School of Education Administrative Manager

Director of Student Services: Breda Walls (for item ACDC/18-19/306)

Director of the Student Counselling Service: Dr Deirdre Flynn (for item ACDC/18-19/306)

Director of the Disability Service: Declan Treanor (for item ACDC/18-19/306)

International Recruitment Manager: Declan Coogan (for IFP item ACDC/18-19/307)

At the start of the meeting, the Registrar welcomed Professor Joanne Banks who replaces Professor Colette Murphy as the second representative from the School of Education. She also noted that Sorcha De Brunner was standing in for Ewa Sadowska and would take the minutes of the meeting.

ACDC/18-19/305 Minutes of ACDC of 15th November 2018

The *Minutes* were approved as circulated.

ACDC/18-19/306 Matters arising

Re. ACDC/16-17/295 The Registrar welcomed the Director of Student Services, the Director of the Student Counselling Service and the Director of the Disability Service to the meeting. The Director of Student Services spoke to a presentation on student supports and progression with a specific focus on International Foundation Programme (IFP) students.



She outlined that by virtue of extant service level agreements, all students in MIE can access disability and counselling services. In addition, IFP students receive Trinity student cards, Trinity Sports Centre access and they can join any of the Trinity sports clubs and/or student societies. They can also visit the Library, but they do not have borrowing rights. She summarised the disability services offered to MIE as an institution under a Service Level Agreement, baseline supports to all MIE students. It was noted that IFP students are, as non-EU students, not covered by HEA/ESF funding. She highlighted that whilst 70 MIE students are registered with the Disability Service, there are no IFP students. It was confirmed that students are made aware of the service when registering for the IFP programme and during its orientation programme. Turning to counselling services, the Director of Student Services summarised the supports provided to MIE and to its students. Again, she highlighted the fact that whilst 40 MIE students have availed of Student Counselling Service supports in the current academic year, none comes from the IFP.

She spoke in relation to the activities and services for IFP students to support their transition from MIE to Trinity. These start on their arrival to MIE and occur throughout the IFP year, added to which there are supports and information sessions, both general and bespoke to international students, in their first year at Trinity. She commented that there is scope to improve the transition experience for IFP students and particularly proposed better use of student-to-student mentoring supports.

She provided details on IFP students' progression to Trinity and within their Trinity course where results were available. It was noted that the figures presented for registration on the IFP were somewhat overstated and these figures will be confirmed with the IFP Director at MIE and adjusted. The Registrar commented that the tracking of students once registered to their Trinity course was of particular importance. The Director of Student Services commented that she gathered information manually but that it should be possible to flag students in SITS as having completed the IFP both retrospectively and for future cohorts. She highlighted, that of the 17 students who progressed to Trinity in 2017/18, 12 passed their Junior Freshman year with a range of performance levels including first class marks, and five had failed and were registered to repeat. For the current academic year, 29 students were admitted to Trinity programmes based on their IFP results, but their first semester results were pending at the time of the meeting, though, it was noted that provisional results were due to be published imminently. It was noted that some of the five repeating students were admitted to Medicine, meaning that they scored very well in their IFP results. During the discussion of this issue suggestions were made in relation to particular supports for IFP students, such as, making their College Tutors aware of their international/IFP background; adopting a similar model to that of the Trinity Access Programmes where students are supported throughout their studies in Trinity; hosting a student reception event during their first semester in Trinity, at week six, to which MIE staff could be invited, to gain an insight into how the students are coping; an increased use of student volunteers to help this student cohort with social integration, subject to GDPR considerations; possible refresher orientation programmes. The Director of Student Services thanked members for their suggestions; she undertook to consider these and report back to a future meeting.



The Registrar commented on the special nature of this programme noting that it must be nurtured as it grows. She thanked the Director of Student Services, the Director of the Student Counselling Service and the Director of the Disability Service, who all then withdrew from the meeting.

Action 1: The Director of Students Services to consider suggestions for support of IFP students, especially in their transition from the IFP programme to the university, and to provide a report to a future meeting of the MIE ACDC.

ACDC/18-19/307 Standing item on International Foundation Programme (IFP)

The Registrar welcomed the International Recruitment Manager, who explained that he was attending the meeting on behalf of the Vice-President for Global Relations, as she was unavoidably engaged in another event. He brought the meeting through the circulated information and highlighted the following:

- the target of IFP registrations in 2019/20 is set at 100;
- there is a focus on increasing the proportion of registered students from China, from 40% currently to 50%;
- the agreement with the Kuwaiti Ministry of Education is being renewed and work is being carried out to reach a similar agreement in relation to the United Arab Emirates to increase their student numbers;
- a scholarship campaign has been launched through the SQORE digital platform, through which 600 students had already expressed an interest in the IFP;
- MIE staff members had accompanied Trinity on international visits;
- further student diversification work is afoot with countries in South America being considered.

In response to questions he confirmed that relevant programmes in MIE were promoted as pathways from the IFP and that the presence of staff from MIE is always encouraged on promotional trips, for example, the Programme Manager of the International Foundation Programme and academic staff members.

The Programme Manager of the International Foundation Programme spoke to his update:

- he commented positively on the deepening relationship between IFP students and their intended academic destinations in Trinity;
- he noted the engagement of staff from the School of Business who have put on events and guest lectures and have explained the different Business offerings in Trinity;
- laboratory sessions have once again been organised in Trinity and are due to take place during Reading Week in March;
- the Senior Tutor is considering tailoring the allocation of College Tutors to students admitted from the IFP;
- the Global Room in Trinity is involved in the pairing of students under the Peer-to-Peer scheme;



- he highlighted how beneficial it was for IFP students to become familiar with Trinity at an early stage.

The Registrar thanked the International Recruitment Manager and the Programme Manager for their updates, after which the International Recruitment Manager withdrew from the meeting.

ACDC/18-19/308 Standing item on the QQI Quality Assurance of Linked Providers

a) Approval of Quality Assurance Procedures Process

The Quality Officer noted, with thanks, the receipt of documentation from MIE and commented that a formal acknowledgement will issue to MIE in due course. She confirmed that it is hoped to conclude the quality assurance of MIE's policies and procedures process before the end of this academic year or early in the next academic year.

Speaking in relation to other quality assurance matters, the Quality Officer noted the creation of a register of third-level qualifications by the QQI and that she and Peter Hynes, Head of Business Support and Planning in the Academic Registry, had put themselves forward as Trinity representatives to provide inputs into this process.

The Quality Officer advised that the Qualifications and Quality Assurance (Education and Training) (Amendment) Bill 2018 was still being considered by the Seanad. The President of MIE acknowledged the early advice received from the Quality Officer in respect of the Protection of Enrolled Learners' Fund. She reported that MIE had received assurances from the Minister of State for Higher Education that it would be exempt from requirements to contribute to the fund and that this would be reflected in the final publication of the legislation.

The Quality Officer noted the development of a revised code of practice in relation to the International Education Mark (IEM) and advised that MIE will have to comply with its requirements if it wishes to apply for authority to use the IEM. The Registrar thanked MIE for the submission of their documents for the upcoming quality assurance process.

ACDC/18-19/309 Standing update on communication & inter-institutional collaboration by Senior Lecturer/Dean of Undergraduate Studies and the Dean of Graduate Studies

There was no report on this item due to the unavoidable absence of both the Senior Lecturer/Dean of Undergraduate Studies and the Dean of Graduate Studies.

The MIE Registrar noted that the Senior Lecturer/Dean of Undergraduate Studies and the Project Manager TEP (Trinity Education Project) were due to visit MIE on 8th March to outline TEP developments in Trinity.

ACDC/18-19/310 Level 7 Grade Descriptor in MIE

The Registrar noted the discussion at the previous meeting and invited the MIE Registrar to speak to his memorandum. He advised that since the last ACDC meeting a level 7 descriptor had been developed, as circulated, and he had removed the clause related to students re-entering their programme of study.



The Registrar confirmed that the applicable exit award from the Trinity College Dublin, the University of Dublin is the ordinary B.A. rather than ordinary version of the B.Sc. or B.Ed. She asked that this be made explicit in information on this regulation and that the word 'option' be removed from the heading, since an exit award is for exceptional circumstances only. She advised that a similar regulation is contained within Trinity's 'General Regulations' and asked MIE to confirm where they plan to present this regulation. She thanked the Registrar of MIE for developing their level 7 award descriptor and noted that it should be mapped to Trinity's and that programme learning outcomes should be identified as relevant to those students who leave after three years. She noted that these do not have to be presented in handbooks but kept on record for any student who might exit with an ordinary B.A. in the future.

Action 1: MIE is to confirm the final wording of the applicable regulation and its location to the Registrar. In addition, MIE is to ensure that the level 7 descriptor is fully aligned to Trinity's ordinary degree descriptor and that the relevant programme learning outcomes are identified, and held on record, should they be needed in the future for exiting students.

ACDC/18-19/311 Changes to the Master in Education Studies

a) Replacement of 'Human rights, human rights education and interculturalism' module with 'School leadership in diverse settings'

The committee approved the proposal, as circulated, to replace the module in 'Human rights, human rights education and interculturalism' with 'School leadership in diverse settings'

b) Change of course title from Master in Education Studies (Intercultural Education) to Master in Education Studies (Intercultural Learning and Leadership)

The committee noted the impetus for the change in title of the course and approved the proposal, as circulated, to change the course title from Master in Education Studies (Intercultural Education) to Master in Education Studies (Intercultural Learning and Leadership), in time for the admittance of the next cohort.

ACDC/18-19/312 AOB

- (i) The MIE Registrar confirmed that MIE hopes to bring forward a course proposal for a Master in Education Studies (Further Education) to the next meeting.
- (ii) The President of MIE noted that work has been undertaken to identify a suitable external examiner for the B.Ed. course which is delivered through the Irish language. She noted the small pool of qualified academics from which they can select a candidate and the competitive nature of the tender to deliver this programme is a constraint on approaching nominees from Irish Higher Education Institutions. She requested that consideration be given to allowing MIE to put forward only one nomination from Queens University Belfast provided that the nominee meets the rigorous appointment criteria. There was discussion and some support of MIE in this matter. The President of MIE confirmed that she would also take on board the comments of the Quality Officer, who suggested that MIE could look further afield, before putting forward a proposal for consideration as consideration for succession



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planning for an External Examiner (after their three year term) should be considered from the outset.

There being no other business the meeting ended at 10.20am.

Date 9th May 2019 Registrar _____