



**Minutes of the Royal Irish Academy of Music
Associated College Degrees Committee
(RIAM ACDC)**

**Wednesday 25 October 2018 at 9am
Conference Room 2026, Arts Building**

Present:

Registrar (Chair): Prof. Paula Murphy

Dean of Graduate Studies: Prof. Neville Cox

Head of School of Education: Prof. Damian Murchan

2nd Representative from the School of Education: Prof. Marita Kerin

Quality Officer: Roisin Smith

RIAM: Chair of Bachelor in Music Composition/Music Performance and Diploma in Music Teaching & Performance Committees Colma Brioscú

RIAM: Administrative Officer, Registry: Frances Hogan

Apologies:

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

Head of School of Creative Arts: Prof. Matthew Causey

2nd Representative from the School of Creative Arts: Prof. Simon Trezise

School of Creative Arts Administrator: Jo McNamara

RIAM: Director & RIAM Research Representative: Deborah Kelleher

RIAM: Chair of BMusEd Course Committee (RIAM): Marie Moran

RIAM: Chair of Master in Music Performance Committee: Kathleen Tynan

RIAM: Chair of Doctorate in Music Performance Committee: Dr Kevin O'Connell

In attendance:

RIAM ACDC Secretary: Ewa Sadowska

School of Education Administrator: Dr Victoria Bruce

RIAM ACDC/18-19/117 Minutes of RIAM ACDC of 30 May 2018

The minutes of the meeting were approved as circulated.

RIAM ACDC/18-19/118 Matters arising

Re RIAM ACDC/17-18/106: The Registrar noted an email from Geraldine Fitzgerald, Assistant Librarian, with library information relating to RIAM students and staff circulated in advance of the meeting, and stated that Ms Fitzgerald might attend the next meeting in February with a further update on relevant library developments if appropriate.

RIAM ACDC/18-19/119 Update on QQI Quality Assurance of Linked Providers – standing item

a) Re-initiation of Approval of Quality Assurance Procedures Process

The Quality Officer noted that the approval process of the quality assurance of RIAM policies and procedures had been re-initiated at the beginning of the academic year following approval of a revised policy and procedure entitled 'Approval of Linked Providers' Quality Assurance Procedures' by Board in June 2018. The Quality Officer and the Registrar met with the RIAM Director and the Administrative Officer (Registry) at the beginning of the academic year. The RIAM intention is to submit its policies and procedures in January 2019



with a view to having the approval process completed either by the end of the current academic year or at the beginning of the next academic year.

b) Qualifications & Quality Assurance Amendments Act 2018 (Protection of Enrolled Learners and International Education Mark)

The Quality Officer referred to two main issues on the Amendment Bill as it pertained to the RIAM. Firstly, she noted that RIAM was exempt from contributing to the Learner Protection Fund. Secondly, she also noted that the Bill provides for the introduction of the International Education Mark (IEM), and RIAM intends to apply for it. An updated '*Code of practice for the provision of programmes of education and training for international learners*' will be put in place to support the implementation of the IEM with a focus on incoming international students and out-going domestic students as well as on in students in receipt of University of Dublin awards delivered in transnational locations.

c) QQI Green Paper on Assessment of Learners and Learning (dated March 2018)

The Quality Officer advised that the due date for responses to the Green Paper was the 1st December 2018 and invited RIAM to provide feedback to QQI in relation to it.

d) QQI Ireland's Code of Practice for Research Degree Programmes (dated 18th September 2018)

The Quality Officer explained that QQI had produced a draft *Code of Practice* for research degrees for comments which was intended as standard by which HEIs would be judged. The Dean of Graduate Studies noted that the *Code* was not endorsed by the Irish Universities Association, Deans of Graduate Studies group due to i) its length; ii) concern for resource implications and iii) the need for future-proofing research degree provision. The Quality Officer recommended that RIAM follow the current QQI Topic-specific statutory quality assurance guidelines for research degree programmes (March 2017) in the meantime.

RIAM ACDC/18-19/120 Standing items on communication

a) inter-institutional collaboration including research

The Administrative Officer, Registry stated that in recent years, the RIAM had carved a very special niche in Ireland's opera world. Working in collaboration with a number of strategic partners including The Lir, the Abbey Theatre and IADT, Dún Laoghaire, RIAM wide-ranging operatic repertoire had included a world première, first Irish performances of operas by living composers, in addition to a significant number of chamber operas. In January 2019, the Academy would be breaking more new ground by presenting the Irish première of Stephen McNeff's *Banished*, an adaptation of Steve Gooch's play, *Female Transport*, to a libretto by Olivia Fuchs in the historical setting of Dublin's Kilmainham Gaol Museum. The production is in line with the Academy's concerted effort to increase the representation of women in its programme of events this academic year.

Prof. Marita Kerin advised of the 8th annual conference of the Society for Music Education in Ireland to be hosted by the Royal Irish Academy of Music on 2-3 November 2018, was being organized by the RIAM and the International Society for Music Education.

Prof. Kerin also referred to the ongoing joint initiative *Quavers to Quadratics* between undergraduate students from the Schools of Education and Physics and involving BMusEd students from the RIAM which aims to popularise science through music amongst primary



school students. She confirmed that the project would run for another year as it had been successful in securing another grant.

b) Policies and procedures relevant to RIAM: Senior Lecturer/Dean of Undergraduate Studies and Dean of Graduate Studies

The Quality Officer noted that Council had approved in September a new Procedure for the Transfer to External Examiners of Students Assessed Work. The Quality Officer stated that the European General Data Protection Regulation (GDPR) had been introduced in May 2018 and that students' assessed work, including exam scripts, continuous assessment, and research theses should be treated as personal data. The External Examiner process presents a potential for breach of GDPR where students' assessed work is transferred to External Examiners prior to their attendance in College for subject or discipline Courts of Examiners or when Examiners wish to retain for example a thesis beyond one year. The circulated procedure makes recommendations for adoption by Schools of GDPR-compliant delivery platforms to mitigate the potential of a breach of GDPR. The Quality Officer noted that the Procedure had been uploaded on the TTL website.

The Dean of Graduate Studies noted the first successful doctoral examination in the Academy for University of Dublin doctoral degree.

RIAM ACDC/18-19/121 To note membership in chairs to course committees

The Registrar noted retirement of Elizabeth Csibi who was Chair of Diploma in Music Teaching & Music Performance Committees in 2017/18, and resulting changes to chairs to all RIAM course committees in 2018/19.

RIAM ACDC/18-19/122 To consider a replacement external examiner from 2019/20

The item was deferred awaiting submission of the candidate's CV.

RIAM ACDC/18-19/123 Any Other Business

There was none.

There was no other business and the meeting ended around 9.30am.

Registrar's signature: _____

Date: 25 October 2018