



**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 3 February 2021 at 9am via Zoom**

Present: Registrar (Chair): Prof. Brendan Tangney  
Head of School of Creative Arts: Prof. Ruth Barton  
Second Representative from the Creative Arts: Prof. Evangelia Rigaki  
Head of School of Education: Prof. Damian Murchan  
Second Representative from the School of Education: Prof. Marita Kerin  
Quality Officer: Roisin Smith

*RIAM:*

Director: Prof. Deborah Kelleher  
Research Representative: Prof. Lynsey Callaghan  
Chair of Undergraduate Committee: Prof. Sarah Sew  
Chair of Postgraduate Committee: Prof. Kathleen Tynan  
Chair of Doctoral Committee: Prof. Colma Brioscú  
Administrative Officer, Registry: Pádraig Rynn

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

In attendance: RIAM ACDC Secretary: Lucy Shah; Assistant Academic Secretary, TT&L: Linda Darbey; School of Creative Arts Manager: Jo McNamara; School of Education Manager: David Byrne

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**RIAM ACDC/20-21/008 Minutes of RIAM ACDC of 7 October 2020**

The minutes of the meeting of 7 October 2020 were approved as circulated. 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.

**RIAM ACDC/20-21/009 Matters Arising**

**To note the 2020/21 membership of new RIAM representatives (RIAM ACDC/2021/003)**

The Registrar welcomed the new RIAM representatives as members of ACDC, particularly noting the membership of Prof. Lynsey Callaghan, Prof. Sarah Sew, and Pádraig Rynn who had never sat on the committee before. The RIAM Director gave a brief introduction to each new member. She explained that the revised committee structure was now in place, and that all committees would now report to the RIAM Board of Studies Committee, which would be overseeing strategic matters for the college.

The Registrar then welcomed the newly appointed RIAM Research Representative to introduce herself in her role as Head of Programmes and Research in RIAM. The RIAM Research Representative advised that by 2022, the intention is for undergraduate programmes to be divided into Core (Years 1 and 2) and Specialisms (Years 3 and 4), which will allow for the consolidation of core competencies in the first two years and greater choices in the sophomore years. She reported that RIAM will ensure greater connections with Trinity Education, through the addition of Trinity Electives, the introduction of a Capstone Project, and the re-focus of the RIAM Graduate Attributes to align with the Trinity Graduate Attributes. She noted that a request has been made

of the Registrar to change the titles of certain programmes in order to match international norms. She spoke of RIAM's intention to reconsider the content of their programmes, however she noted that it is not anticipated that modules of any programme will change by as much as 50%. She advised that ACDC will kept up to date with any changes as they happen. In response to this the Quality Officer advised that any changes will be required to go through the approved Quality Assurance procedures, and anything to be moved online will need to go through Quality and Qualifications Ireland (QQI).

#### **RIAM ACDC/20-21/010 Update on Covid-19 response from RIAM Director**

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

A memorandum from the RIAM Director dated 20 January 2021, was circulated. The RIAM Director provided an overview of the response to COVID-19 for the current academic year, noting that under Level 5 restrictions a limited number of students are still attending practice-based classes in person. She noted that planning is underway for the following academic year, with the intention for academic classes to be held online in order to retain the capacity for practice-based classes to be held in person. She queried whether the current emergency measures for teaching and learning will be extended into the following academic year.

In response to the RIAM Director's query, the Quality Officer advised that QQI has said that emergency measures are now over. She noted that it is important to monitor the experience students are having, and to ensure good practice online. She noted that QQI is running seminars on blended learning, and other resources include a Trinity module 'Learning to learn online', and DCU online resources. The Registrar acknowledged that for performance-based work the situation was challenging. The Head of School of Education commented that it is possible that emergency measures may still be in place next academic year and praised RIAM for planning ahead.

**Decision/Action RIAM ACDC/20-21/010:** The Quality Officer to provide RIAM Director with information on QQI seminars.

#### **RIAM ACDC/20-21/011 Trinity Library - Ms. Geraldine Fitzgerald (Assistant Librarian) to update**

A memorandum from the Assistant Librarian, dated January 2021, was circulated. The Registrar welcomed the Assistant Librarian to the meeting. The Assistant Librarian gave a broad overview of the Library services currently in operation. She noted that the live chat support channel where library staff answer student queries between 10am-4pm Monday to Friday, was proving to be very effective, and would likely be continued post-pandemic. She also advised that requests can be made for inter-library loans, and that these loans are free of charge.

The Assistant Librarian then provided an update on the library initiative that had been in place for academic year 2019/20, whereby library access was granted to three RIAM staff members and the fees were waived. She reported that the feedback received from participants was very positive, and that one participant has requested membership as she found it essential to her work. She noted that this request has now been sanctioned by the Financial Services Division and will be charged at a proportional rate for the year. She gave thanks to the School of Education for their role in processing the documents associated with the granting of library access. The RIAM Director gave thanks for the trial year and agreed that staff had found it beneficial.

The Registrar thanked the Assistant Librarian and she withdrew from the meeting.

#### **RIAM ACDC/20-21/012 Update on Quality Assurance of Linked Providers from the Quality Officer**

The Registrar invited the Quality Officer to provide an update on the Quality Assurance of Linked Providers.

##### **a. Update on the approval of RIAM QA procedures**

The Quality Officer welcomed the new Senior Officer – Tertiary, Mr Padraig Rynn to the committee and advised that she would be meeting with the RIAM Director and the Senior Officer in the following week in order to provide an in-depth overview of Quality. She noted that RIAM have indicated they will develop a procedure for Virtual Quality Reviews based on the Trinity approved procedure.

##### **b. Update on National Qualifications Register**

The Quality Officer reported that there was a soft launch of the National Register of Qualifications. She advised that it is important for all programmes to be present on the Register, and that information provided should be accurate. She also noted that QQI are launching the new NFQ Fan and associated report, referencing the Irish and European Qualification Frameworks.

The Quality Officer then explained that the National Academic Integrity Network (NAIN) is a QQI forum, and that the Senior Lecturer/Dean of Undergraduate Studies is the Trinity Representative. She advised that it is proposed that a Trinity Academic Integrity working group be set up, and that draft Terms of Reference for this group are to be brought to the Undergraduate Studies Committee (USC) and the Graduate Studies Committee (GSC). She advised RIAM to look at their own practices and issues that arise with music plagiarism and copyright. She said that any changes to policies and practices in Trinity would be reported to ACDC as RIAM policies will need to align. She noted that NAIN is a pilot forum for one year, and that statutory guidelines would then follow.

#### **RIAM/ACDC/20-21/013 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 reported that the Quality Review is now complete, and the School of Creative Arts would be seeking greater contact with RIAM going forward. She noted that there was nothing else to update at this point.

The Head of School of Education reported that things are moving along with the B. Mus. Ed. Programme. He noted that the closure of schools due to the pandemic has affected school placements. The Second Representative from the School of Education then advised that the collaborative initiatives between the School of Education and RIAM provide a space for scholarship of reciprocity, adding that she looked forward to working with the new RIAM Research Representative. She advised that the Quavers to Quadratics project is currently paused due to the pandemic. She noted that online resources for music have been provided in its place, and that these are offered in Irish also. Responding to a query from the Quality Officer on whether there is any risk that current final year students may not complete their hours or competencies in placements, she advised that this should not be a problem for final year students as their placement has already taken place. She noted that placements for third years

are taking place on a co-teaching basis online. The Head of School of Education added that the Teaching Council recognises the difficulties with school placements.

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

The Registrar noted that both the Dean of Graduate Studies and the Senior Lecturer/Dean of Undergraduate Studies were absent. The Assistant Academic Secretary gave a brief update in the absence of the Senior Lecturer/Dean of Undergraduate Studies. She highlighted that under the Human Capital Initiative (HCI) funding that Trinity received, there is provision for Trinity to develop micro-credentials. She noted that there are four schools involved in the pilot project.

**RIAM/ACDC/20-21/014AOB**

There was none.

**RIAM/ACDC/20-21/015Section B**

Members noted the minutes of the following validated course committee meetings, which took place in RIAM in 2019/20:

- i. Diploma in Music Teaching and Performance  
4 October 2019, 21 February 2020, 29 April 2020
- ii. Bachelor Course Committee  
17 October 2019, 7 February 2020, 15 May 2020
- iii. Master in Music Performance  
4 October 2019, 21 February 2020, 29 May 2020
- iv. Doctorate in Music Performance  
25 October 2019, 5 June 2020

Registrar:

Brendan Tangney

Date:

3 February 2021