

Minutes of the 9th Joint Quality Committee Meeting

Date: 17/2/2026
Time: 9.30am
Venue: MS Teams

Chairperson: Pauline Oakes

Attendees: Dr Derek O'Byrne (Secretary)
Andrea Boland
Aubrey Storey
Emer McGann
Richard Lacey
Dr Zeta Dooly

Apologies: Kevin Doolin

In attendance for all Agenda Items:

Dr Chris O'Riordan, Capacity Building Lead – Academic Quality and Governance

In attendance for Agenda Item 5.2.1:

Dr Paul O'Leary, Head of Quality Promotion and Academic Policy Development

Secretariat: Dolores McCann

Item Title	
1.	<u>Welcome, apologies and new member appointments</u> The Chairperson welcomed everyone to the 9th meeting of the Joint Quality Committee. NOTED Apologies received from Kevin Doolin. NOTED Ms Eileen Curtis' replacement on the Joint Quality Committee has not yet been confirmed by Governing Body.
2.	<u>Minutes of 8th Joint Quality Committee Meeting:</u> AGREED Approved the minutes of 9 December 2025 and publish them to the website.
3.	<u>Matters Arising</u> None.

4. Annual Quality Report

Dr Paul O'Leary presented a draft of the *Annual Quality Report September 2024 to August 2025*. The compilation, and submission of this report to Quality and Qualifications Ireland, is a statutory obligation. The final report will be published on the Quality and Qualifications Ireland website and on the South East Technological University website.

NOTED Richard Lacey was thanked for his feedback; this will be incorporated into the final draft.

5. Policy Framework

5.1 Data and QA Enhancement

5.1.1 Data Schedule

The Vice President for Academic Affairs, Teaching and Learning, Dr Derek O'Byrne, presented data relating to non-progression of learners at South East Technological University over a 5-year period up to 2023/24 academic year. This data will feed into the Thematic Review on Retention which will take place later in the year. Learners' feelings of not belonging, wrong course choice, over assessment within modules, mental health issues and neurodiversity can all impact progression rates.

NOTED Social isolation during Covid and during the recent cyber attack, and how these scenarios impacted learners, must be considered and mitigated against. Dr Derek O'Byrne will contact the Vice President for Governance, Elaine Sheridan, in relation to the inclusion of this item on the University's Risk Register.

NOTED Strategies and support systems must be developed to combat non-progression.

6. Work Plan

6.1 Academic Risk Register

Assistant Registrar Quality and Reviews, Andrea Boland, presented an updated version of the draft Academic Risk Register and outlined where changes had been made.

NOTED Risk reference 16 'Professional Accreditation Requirements are not met': the University's *Governance Protocol for Professional Accreditation*, *Professional Accreditation Risk Register* and the *Professional, Statutory and Regulatory Bodies Relationship Register* should be represented for approval at the next meeting of the Joint Quality Committee.

NOTED Current *Artificial Intelligence User Guidelines* are informative, but they are not University policy. This can cause issues achieving a consensus at Programme Boards. The University's management within this area would need to be mitigated against to ensure that a fair and transparent student-centered approach is achieved across all Programme Boards.

NOTED Recent United Kingdom media has reported that 170,000 of their learners are in the process of instigating legal proceedings against their college. Their case relates to a possible disruption in their learner contracts during Covid which may have allowed their academic learning outcomes to be impacted or not met at all. The possibility of a similar case arising in Ireland was raised.

ACTION The Vice President for Academic Affairs, Teaching and Learning will raise this possible risk with the Vice President for Governance.

6.2 Quality Reviews

6.2.1 *Academic Unit Reviews Updates*

i. *Department of Nursing and Health Care – Quality Improvement Plan*

Assistant Registrar Quality and Reviews, Andrea Boland, presented the *Department of Nursing and Health Care – Quality Improvement Plan*. Following discussion, concerns were raised in relation to resourcing.

ACTION The Assistant Registrar Quality and Reviews will request more detail from the faculty in relation to resources required, their financial implications and how these resources will be met. Once response has been received, this will be circulated to the Joint Quality Committee for their comment and approval before the *Department of Nursing and Health Care - Quality Improvement Plan* is forwarded to Executive Management Committee.

ii. *Academic Unit Reviews*

The Vice President for Academic Affairs, Teaching and Learning advised that academic review preparatory work within the faculties is ongoing. Academic Integration Leads will be invited to the next meeting of the Joint Quality Committee to provide an update.

ACTION The Assistant Registrar Quality and Reviews will present the draft *Academic Unit Reviews Schedule* at the next meeting of the Joint Quality Committee.

6.2.2 *Professional Service Unit Reviews*

i. *Professional Service Unit Reviews Schedule*

Assistant Registrar Quality and Reviews, Andrea Boland, presented the *Professional Service Unit Reviews Schedule* for approval. Following discussion, the following points were made:

- Once reviews commence, it was agreed that membership of the Joint Quality Committee should be reevaluated to ensure that there is representation from across the University, including its various committees and working groups.
- The role of the Joint Quality Committee within the Professional Service Unit Review process may include the following:
 - monitor the review's progress and ensure timelines are met
 - approve review panel membership
 - oversight and comment, if required, of draft review reports
 - oversight and comment of panel reports
 - oversight and comment of response to panel reports
 - monitor panel recommendations
 - monitor post review action plan.

AGREED *Professional Service Unit Review Actions Register* to become a standing item on the Joint Quality Committee Agenda.

AGREED Approve the *Professional Service Unit Reviews Schedule 2026-2031* and forward to

6.2.3 *Academic Council Review*

Dr Chris O'Riordan gave a presentation on the recent review of Academic Council and outlined its many findings. The importance of retaining knowledge and expertise on the membership of Academic Council, and on its committees, was articulated.

6.2.4 Governing Body Performance Review

The Vice President for Academic Affairs, Teaching and Learning gave a presentation on the section of the recent *Governing Body Performance Review* which related to the Joint Quality Committee. This was an independent review which was completed by the Institute of Public Administration. The report provided a positive reflection on the work completed by the Joint Quality Committee.

NOTED As Professional Service Unit Reviews, Academic Unit Reviews and Thematic Reviews commence, the membership of Joint Quality Committee must be reconsidered to ensure that it can meet the increasing workload demands placed upon it.

ACTION Opportunities to access and to present the work of the Joint Quality Committee at Governing Body Committee meetings should be explored.

ACTION Develop a Joint Quality Committee Induction Training Pack; this can be reviewed, and improved upon, on an annual basis.

7.

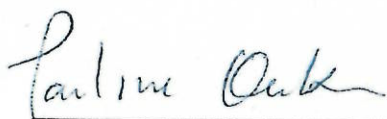
Date of Next Meeting

Tuesday 26 May 9.30am, Board Room, Houghton Building, Carlow Campus

8.

Any Other Business

None.



Pauline Oakes
Chair of Joint Quality Committee

05 Jun '26
Date