Academic Council Quality Enhancement Committee (ACQEC)

Informal Summary Note of ACQEC Ordinary Meeting of 02 October 2023

1. ACQEC approved the minutes of the Ordinary Meeting held on 26 April 2023.

2. ACQEC noted the provisions of the *Conflict of Interest Policy* (https://hub.ucd.ie/usis/!W_HU_MENU.P_PUBLISH?p_tag=GD-DOCLAND&ID=85).

3. ACQEC noted UCD's GDPR requirements.

4. ACQEC noted its Terms of Reference.

5. ACQEC noted the conduct of AC and its subcommittees.

6. ACQEC noted the matters arising from the previous meeting:

    a. ACQEC noted the revised version of the UCD School of Geography's QIP;

    b. ACQEC provided clarification on the UCD School of Politics & International Relations' QIP;

    c. ACQEC provided new information on UNA Europa's UCD Representatives.

7. ACQEC approved the Quality Assurance Handbooks for:

    a. Institute of Banking (IOB);

    b. National College of Art and Design (NCAD).

8. ACQEC discussed the following Review Group reports considered by the RGR Sub-committee since its last meeting in April 2023:

    a. UCD School of Civil Engineering;

    b. UCD School of Medicine;

    c. UCD School of Mathematics and Statistics.

9. ACQEC discussed the following QIPs:

    a. UCD School of Geography;

    b. UCD School of History;

    c. UCD School of Mechanical and Materials Engineering.

10. ACQEC considered the following requests for Site Visit postponement:

    a. UCD School of Computer Science;

    b. UCD School of Classics;

    c. UCD School of Archaeology.

11. ACQEC accepted the document streamlining the Guidance for Review Group members.

12. ACQEC provided the following updates on QQI Projects and IUA Quality Committee:

    a. ACQEC noted the International Education Mark (IEM);

    b. ACQEC noted the QA-FIT Project;

    c. ACQEC noted the QQI Joint Programmes Quality Procedures.

13. ACQEC noted the Thematic Report of the third cycle of reviews prepared for GA.

14. ACQEC noted the submission of its Annual Report to Academic Council.

15. ACQEC noted the following periodic quality review activity since its last meeting in April 2023:

    a. Completed Review Group Reports for UCD School of Civil Engineering, UCD School of Medicine, UCD School of Mathematics & Statistics, and UCD IT Services;

    b. Completed site visit for UCD IT Services.

    c. Completed QIP Progress Review Meetings for UCD School of Electrical and Electronic Engineering, and UCD School of Agriculture and Food Science.

NOTE: This is an informal summary of an ACQEC meeting. It does not in any way prejudice the official minutes of the meeting, which will be presented to the next ordinary meeting of ACQEC and which are the sole authoritative record of ACQEC business.