QQI RE-ENGAGEMENT ACTION PLAN 2020-2021

QQI Report Advice		Actions for implementation	
Theme	**Academic Governance**	**Actions Proposed**	**Development Leads/Champions**
Academic Governance	The effectiveness of the College's evaluation activities could be enhanced by live quality action plans, which are addressed to the appropriate level at which actions can be taken (i.e. the Programme Committee), and feed into a strategic Quality Improvement Plan (QIP) at College level	A Quality Improvement and Effectiveness Plan (QIEP) 2020-2024 to be launched in Q1 2020 following Executive Team approval of business case. This will significantly enhance NCIs ability to demonstrate institutional effectiveness within internal and external monitoring and review processes	President & Vice-President
	Review the terms of reference of the Academic Council to ensure that its ultimate authority in academic decision-making is reflected appropriately	Academic Council self-assessment process completed in advance of a wider refresh of the NCI academic governance structure (primarily Academic Council sub-committees)	President & Vice-President
	Ensure the governance system continues to keep the sustainability of quality assurance systems under review as the College grows and diversifies	Academic governance refinement process completed - including consultation with staff and students to co-design a refreshed NCI academic governance structure. Review process to provide clarity on qualitative and quantitative data requirements across the committee structure to inform effective decision making	Registrar & QIE Director
	In reviewing the effectiveness of the governance system, consider opportunities for rationalisation that may emerge		
	Consider a process for the election of faculty onto committee structures to ensure staff experience is reflected and utilised and to ensure representation of committee structures	Renew NCI's subscription to the National Student Engagement Programme NStEP and co-deliver NCI Class Rep Training with the Students' Union 2019/2020 to enhance the effectiveness of the student rep role in decision-making	QIE Officer & SU President /Vice President
	Consider the potential benefits of involving the Students' Union in the training of class representatives	Student Voice structures refreshed and relaunched through a co-design project between QIE, the Students' Union and Student Support Services. Emphasis placed upon demonstrating the impact of the student voice on decision making and NCIs commitment to enhancing responsiveness and transparency	
	Continue to evolve the institutional management data to fully support QA and seek opportunities to leverage in-house ICT expertise in doing so. The establishment of a Data Strategy Committee might assist in gaining support within the College for this approach	College reporting structures refreshed following Executive Team approval in Q4 2019 with a focus on enhancing quantitative data accuracy, accessibility and utilisation in a timely way within decision-making at a programme and institutional level	QIE Director & IT Manager
Programme Management Lifecycle	The effectiveness of the College's evaluation activities could be enhanced by live quality action plans, which are addressed to the appropriate level at which actions can be taken (i.e. the Programme Committee), and feed into a strategic Quality Improvement Plan (QIP) at College level	Develop and launch a new Programme Management Lifecycle Structure (business case approval - validation - implementation/monitoring - revalidation/reinvestment/retirement) to ensure all NCI programmes demonstrate their alignment with institutional objectives, their financial viability, sustainability, relevance and responsiveness to stakeholder requirements	Vice President & QIE Director
	Whilst the QA procedures for Programme Development, Validation and Evaluation are comprehensive, there may be future opportunities to further capture in this documentation the richness and added value that was articulated to the panel by NCI staff of some of these processes including programme review		
	Consider automating the pre-population of the Annual Monitoring Report template to support programme teams in conducting the annual review and to create process efficiencies	Refresh and relaunch the NCI Annual Programme Monitoring Structure to strengthen evidence of programme health, relevance, quality and impact on learner success. The outcomes of which will be analysed annually at an institutional level and inform Academic Council and Executive decision making and investments	Vice President & QIE Director
	Consider the value of psychometrics to enhance evidence of the reliability of assessment, particularly in the context of increased online assessment;		
	In the best interests of applicants, consider revising the point at which the College makes the decision to withdraw a programme (currently one month) and whether adequate market research is conducted in advance to minimise the need for such withdrawals	Review of Assessment and Examination Policies and Procedures completed by a working group of the Learning, Teaching and Assessment Committee and outcomes implemented thereafter	Director, Learning and Teaching & Director Student Services
Compliance	Continue to develop and progress policies and practices that will meet the College's GDPR obligations	New Regulatory Framework to be launched in 2020 to streamline and increase the awareness and understanding of compliance obligations and risk management and monitoring structures	Registrar & QIE Director
		NCI policies and procedures to be regularly reviewed, refreshed and published (at least annually) to ensure ongoing compliance with GDPR	Registrar & Director of Finance, Data Protection Officer
	While the College follows Garda vetting regulations, the Panel advises that NCI adopts a universal approach to garda vetting rather than focusing on those staff members likely to come into contact with younger students	NCI staff recruitment policies and procedures to be regularly reviewed (at least annually) to ensure continued compliance with Garda vetting regulations	Director of HR & Registrar
	Consider potential matters of document control arising from the presentation of the College's QA Handbook in different formats	QIE Communication plan and strategy launched to monitor annually the accuracy, consistency and completeness of QAES information published to internal and external stakeholders	QIE Director & Officer
Collaborations	Extract the QA policies and procedures on collaborative programme development into its own section of the QA Handbook	Establish and maintain a collaborative partnership register that includes a copy of each partnership contract. Clarifying QA expectations, policies and procedures including monitoring, to be applied within the design and delivery of collaborative programme partnerships	Registrar & QIE Director
	Consider developing a guide to the QA Handbook for collaborators	Collaborative Partnership Guides prepared and published alongside relevant extracts from QAES for use by internal and external stakeholders	QIE Director & Officer