NCAD Quality Enhancement Process 2021

1. Quality Enhancement Plan

This plan outlines the institutional enhancements to be undertaken by NCAD in 2021 informed by the QA cycle of 2020.

Priorities	Enhancement Actions	Owner	Date	KPI
1. Review of the QA processes to facilitate: i. Effective use of external examiners as resource	i. Clearer guidance for EE's, brief and selection process:	Academic Affairs	Q2 2021	Guidance on completing end of year report issued to all EE's Induction materials in place for incoming and new EE's Institutional criteria for requirements for appointment
ii. Enhanced staff voice	ii. Expansion of annual departmental review to wider reflective programme review and enhance staff voice in QA process	Academic Affairs and HOS	Pilot Q2 2021	Staff voice added to QA cycle, June review of: - Departmental tech requirements - Departmental development plans - Departmental training needs Workshops in place to support Academic staff with facilitation of forums
iii. Supports for staff	iii Staff training in facilitation (student forums)	HR	Q2 – 3 2021	Committee to be convened following agreement of QEP
iv. Institutional oversight	iv. Reformation of Quality Assurance Steering Committee *(Director, HCS, HR, HoAA, HOS nominee)* scheduled reports to AC , CMT, An Bord	Director	Q1	

2. Workshops i. Workshop facilities improvement	i. Departmental register of workshop priorities	i.ii.iii H of Resources/CFA Technical Officer	i. Q2 2021	i. Institutional plan for capital investment in workshop facilities
ii. J+O facilities improvement plan	ii. J+0 register of workshop improvement priorities		ii. Register Complete. Investment plan for 2021/22 to be agreed Q2	ii. Improvements in critical area by Qtr 3 2021 3-year Improvement plan in place. Recognition in 2021 EE report of progress
iii. Wider Workshop access	iii. College wide workshop enhancement programme enabling wider timetabled access 1-year Technical Post created under CFA to oversee workshop enhancement		iii. Q2-4 2021	iii. Additional product design workshop complete for 2021/22 Academic Year Cross institutional 'maker space' in train for completion end of 2021 Recognition of progress in 2022 QA cycle
3. T and L Staff Development	i. Cross institutional workshops sharing assessment best practice	i. Academic Affairs/ T and L Development Role	i. Q2-4 2021	i. 3 scheduled workshops
	ii. Appointment of dedicated T and L role to support roll out of T and L Strategic Project	ii. Director	ii. Q1 2021	ii. Role commence Q2
	iii. Staff training to support roll out of VLE	iii. T and L Development	iii. Q2-4 2021	iii. Programme of staff consultation and training. Pilot completed in this academic year

	iv. Departmental identification of training needs	role/Digital Champions iv. HODs	iv. Q3 2021	iv. Departmental training needs identified at end of year review meetings
	v. Implementation of T and L Enhancement Fund Projects	v. T and L Dev Role	v Q2 – 4 2021	v. Delivery of agreement T and L funded projects during 2021
	vi. Digital Thinking (vs Digital Learning)	vi. Digital Thinking audit of current practice	vi. Q3-4 2021	vi. Audit of current practice to inform roll out of pilots
4. **Review of role of Course Leaders** i. Institutional clarity/parity of responsibilities and terms of Course Leader role	i. Summary of current position of Course Leaders ii. Review of HEI models for equivalent role, benchmarking iii. Proposal to CMT to review	i.ii.iii HR	Qtr 2-4 2021	Proposal for actioning at end of 2021
5. Campus Enhancement Annual priorities for general enhancement in additional to capital project	i. ICT infrastructure (ongoing, WIFI in place) ii. Focus on leaks/broken windows iii. Improvements to toilets	i-Iv – Head of Resources, Facilities	Qtr 1 – 4 2021	i. Wifi not raised as issue in QA Cycle ii-iv Recognition of improvements in 2022 QA cycle

	iv. Improvements to Concourse Space			
6. Academic Calendar - balance of teaching vs assessment time	i. Review of Academic Calendar in relation to time allowed for assessment vs scheduled teaching	i. Academic Affairs/Academic Council	Qtr 2 2021	Adjustments as required made for 2021/22 Academic Year
7. Studio Plus - mandatory vs optional	i. Student Forums to understand choices for participation/non-participation ii. Identify of issue to be addressed in ongoing programmatic reviews	i-ii Academic Affairs	i. Qtr 2 ii. Qtr 2-4	i. Informed understanding of student position ii. Identified policy in each area that can be communicated to students