Fheabhsú Cáilíochta
Quality Enhancement

University College Cork, Ireland
Coláiste na hOllscoile Corcaigh

Quality Enhancement Plan

Thematic Review: Teaching and Assessing With Technology

December 2021

FOR COMPLETION BY QEU	
Date of Peer Review visit: 20th – 28th April, 2021	**Name of Sponsor: Professor Paul McSweeney**
Link to Panel Report published on QEU website: https://www.ucc.ie/en/media/support/qualityenhancementunit/reports/thematicreports/TeachingandAsessingwithTechnology-ThematicReview2020-2021.pdf	**Date QEP considered by Quality Enhancement Committee: 09.12.21**

Item No	Panel Recommendation	Actions Planned[1]	Responsibility for Action[2]	Resource Implications[3]	Implementation Schedule[4]	Effectiveness/Impact[5] To be completed as part of follow-up
1 1 a	**Strategic Leadership:** Determine who is the key senior leader responsible for digital education	Digital Education Leadership Forum (DELF) formally established, Chaired by VPLT.	VPLT, Director of Information Services (DIS)	None	Completed, September 2021, when DELF's establishment and	

[1] May include actions planned within the unit or those that require interface with other parts of the university
[2] E.g. Head of School, School Manager, all staff, specific committees etc
[3] Resources – the financial or human resources required to implement the recommendation
[4] Interim milestone dates can be included here (e.g. within 6 months, within 12 months, within 3 years etc.)
[5] **To be completed as part of follow-up 12-15 months post publication of QEP** - Recognising the need to reflect on the effectiveness of actions undertaken, and to what extent the actions have achieved their intended outcome

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					ToR were approved by UMT. DELF meetings quarterly.	
1 b	Create a Digital Education Plan to guide future activity	Development of a Digital Education Plan (listed as a deliverable under 1.3.1 and 1.3.3 of UCC 2022)	VPLT; Director of Information Services (DIS); Director of IT; Head of Digital Education; Co-Chair of DEAG; Owner 1.3.3	External facilitator's costs (EAB, TBC).	2 x drafting workshops planned for Q1 2022; final plan published in Q2 2022.	
		Digital Masterplan created by IT Services	Director of IT	None	Complete – Q4 2021	
1c	Define learning in the future university	Staff and student public 'Townhall' consultations: "UCC+2: Digital Education, supporting learning in a post-covid university'. Survey of staff completed on future digital education requirements. Cognizance will be taken of future learning	OVPLT	None/absorbed by existing resources.	Staff and student (online, open to all) 'Townhalls' held in Q1 and Q2 2021. See report here including 'Next Steps' implementation plan.	

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		when developing Digital Education Plan.				
		Review of UCC Learning Taxonomy	Owner 1.3.2		Initial meeting on reviewing taxonomy to be held early Jan 2022	
1d	Capitalise on opportunities for growth	The creation and operation of DELF enables the key decision and budget holders in the digital education space to plan growth coherently and strategically.	DELF members		Requires ongoing review and response, however, prioritisation of specific target delivery dates for *UCC 2022* projects.	
		UCC 2022, specifically references digital education in Pillar 1 Action 1.3 and Pillar 5 Action 5.2.	UCC 2022 Pillar 1 Owners and Leads Actions 1.3.1, 1.3.2, 1.3.3 Owners UCC 2022 Pillar 5 Owners and Lead Action 5.2 - Director of Information Services (DIS)	Unclear, will be determined by Digital Education Plan and mapping of existing supports	As per UCC 2022	
		Digital Education resourcing plan is key deliverable under UCC2022 1.3.3	Action 1.3.3 Owner and Pillar Lead	Unclear, will be determined by Digital Education Plan and	Q2 2022	

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				mapping of existing supports		
2	**Academic Governance and Decision Making**					
2a	Review the role of Academic Council Learning and Teaching Committee	Academic Secretariat is responsible for determining the role (ToR) of this Academic Council standing committee. Discussions are on-going to revise its ToR to include explicit responsibility for digital education.	Academic Secretariat/Registrar	None	Determined by the Academic Secretariat/Registrar	
2b	DEAG to continue but with an altered remit	As above, DEAG is a formally constituted sub-committee of Academic Council, and the Academic Secretariat is responsible for determining the role (ToR) of this Academic Council sub-committee.	Academic Secretariat/Registrar	None	Determined by the Academic Secretariat/Registrar	
2c	Bring in external voices	DELF's approved ToR provide for external (to DELF) voices to be invited to DELF meetings.	DELF	None	On-going	
		Independent external facilitators with competency in digital education in HE	DELF	TBC	First meeting scheduled early Dec 2021. Aim to draft	

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		engaged to assist in drafting of new Digital Education Plan.			plan in Q1 2022 and deliver a finalised plan by end Q2 2022	
2d	Workload management needs exploring	Support staff in the adoption of and transition towards increased utilisation of digital tools and multiple modes of education (pedagogical concepts and technical skills), providing guidance in particular on avoidance of duplication of effort.	Training/CPD opportunities provided by CDE, CIRTL, IT Services, Library.	Existing	On-going	
		Digital Education resourcing plan is key deliverable under UCC2022 1.3.3	Action 1.3.3 Owner and Pillar Lead	Unclear, will be determined by Digital Education Plan and mapping of existing supports	Q2 2022	
		In revised Lecture Recording Policy, clear guidance will be given to staff that there is no expectation to editing recordings of live lectures which are simply study aids for students.	Policy support from senior management (e.g. revised and enhanced Lecture Recording Policy).	None		
		Support students (including managing expectations in) adapting to new and multiple	Skills Centre	TBC		

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		modes of teaching/learning/assessment				
3	**Organisational Aspects**					
3a	Signposting: A Single Point of Help Online	Creation of a single point of help online.	CDE and IT Services	None	Completed, autumn 2021. See Teaching Today in UCC webpage. Weekly emails issued to 'All Staff' mailing list by OVPLT and ITS listing all sources of relevant information and support.	
		CDE Terminal 4 site will be transitioned to a SharePoint Communications site to simplify information and consultation requests	CDE	None	Jan 2022	
		IT Services Digital Advisory Service to be created	IT Services	None?	Jan 2022	
3b	Signposting: Creation of a Physical Hub	Creation of a physical hub. This has taken on increased urgency with effect from January 2022 when CDE vacates its offices temporarily lent to it by the Boole Library. The VPLT continues to raise	VPLT, UMT space allocation committee.	Unknown at present, but a meeting with B&E to estimate refurb costs has been requested.	On-going	

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		the matter with the UMT space allocation committee. A space has been identified but not yet formally assigned to OVPLT that would allow for the re-homing of CDE, CIRTL and the Exams Appeals office to combine in one building, fostering opportunities for internal synergies and to develop as a walk-in, outward-facing shop/centre, something which has not been possible to date owing to the nature of the space assigned to those units.				
3c	Focus on core technologies	Continue to offer and support through the provision of information on and training in use of enterprise-wide, reliable and secure technologies (e.g. MS Teams) while allowing some flexibility for innovation in the use of appropriate, safe digital at the local level in recognition of varying disciplines' needs. A number of funded projects underway will assist evidence-	IT Services (provision/security), CDE (training), OCLA (oversight)	Finance/procurement oversight of expenditure on digital expenditure (capital/physical and digital estate). Training provided in-house by core staff.	On-going	

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		based decision-making e.g. the SATLE2020 Learning Analytics Lite project.				
3d	Clarity of Roles (CDE, LTU, AVMS).	Review of and clear articulation of roles within and by these three units, including better linking and self-referencing between the 3 units' webpages to shepherd the casual reader between the three separate but conceptually complementary functional offices.	DELF members	None	End Q2 2022	
		Digital Education resourcing plan is key deliverable under UCC2022 1.3.3	Action 1.3.3 Owner and Pillar Lead	Unclear, will be determined by Digital Education Plan and mapping of existing supports	Q2 2022	
4	**Expertise:**					
4a	Need to develop expertise and spread it more evenly.	Mapping exercise to measure the existence and locations of existing supports (e.g. IDs) across the university to have evidenced-based data to enable reliable decision-making.	Action 1.3.3 Owner and Pillar Lead	None	Q2 2022	

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		CIRTL is currently leading a SATLE 2020 funded project "Our Digital Future: Research based approach to the design of professional development offerings relating to technology enhanced learning and digital education."	CIRTL/CDE	Funded project		
		10 cr CPD Cert in Instructional Design being developed by CIRTL to up-skill staff.	CIRTL/CDE			
		Getting Started with Personal and Professional Digital Capacity Digital Badge course launched by National Forum for Enhancement of Teaching and Learning. Cliodhna O'Callaghan contributed to and delivers this as part of the IUA-led EDTL project.	CDE	None	Started Nov 2021	
		Digital Education resourcing plan is key deliverable under UCC2022 1.3.3	Action 1.3.3 Owner and Pillar Lead	Unclear, will be determined by Digital Education Plan and mapping of existing supports	Q2 2022	
4b	Create Digital champions amongst academic staff	Ref 4 (a) above, it is envisaged that this project will result in a level 9 qualification for staff.	CIRTL		Q2 2022	

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		Strengthen the working relationship between OVPLT, LTU/AVMS and the newly formed Library's Teaching & Learning Team.				
4c	Establish a flexible team approach to working with Schools	To provide this service (agile, mobile team delivering targeted interventions and support at School level) would require additional headcount in CDE. However, the CDE continues to advertise and offer bookable 1:1 consultations.		TBC		
		Digital Education resourcing plan is key deliverable under UCC2022 1.3.3	Action 1.3.3 Owner and Pillar Lead	Unclear, will be determined by Digital Education Plan and mapping of existing supports	Q2 2022	
4d	Amplify the student voice	Continued student representation on key committees.				
		EDTL Project involves Student Intern to provide underlying direction to the project	CDE	Covered by IUA funding	Has been implemented since Oct 2020	

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		Completion of current projects such as the SATLE2020 Student Success project – the key output of which is a Student Success Strategy. Continued use of data from student feedback sources such as the ISSE (and utilising the collective student data captured by USSB) to inform decision-making. Delivery of Actions 3.3.1, 3.3.2 and 3.3.3 under UCC 2022 Pillar 3 "Student Success" Continued monthly 1:1 meetings between VPLT and SU Education Officer.				
4e	Roadshow to invigorate UCC 2022 and digital education	Awareness of *UCC 2022* is growing, but it is not within the remit of this group to initiate a general roadshow. However, with regard to the digital education related 'Actions' contained within *UCC 2022 (*e.g. Action 1.3) DELF members lead projects that may lead to 'Roadshow' type				

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		events. A recent example of same was the 8th-12th Nov 'Valuing Ireland's Teaching & Learning Week' that showcased many case studies of digital education type teaching activities in UCC e.g. VR/AR.				

For completion		
Sponsor of Thematic Review: **Professor Paul McSweeney,** **Vice President for Learning & Teaching**	**Signature:**	**Date: 6 December 2021**