

**Memorandum of Understanding
in regard to the
Academic Linkage
between
Mary Immaculate College
and the
University of Limerick**

Context

In 1991, an academic linkage was established between Mary Immaculate College and the University of Limerick. The terms of the linkage were set out in a Memorandum of Understanding mediated by the then Department of Education and Science and adopted by both institutions for the period 1991 to 1994. This initial memorandum provided for a review at the end of that period. It was subsequently agreed by both institutions to extend the time scale governed by the initial memorandum to 1996 and to complete a comprehensive review of the terms of the Memorandum in the Academic Year 1996/7. Following detailed discussion between the Institutions, a revised Memorandum of Understanding was agreed for the period 1997/8 to 2002/3. That memorandum was reviewed. A new memorandum was subsequently approved in June 2007 and remained in place until Summer 2018, when a new review was initiated following from the QQI Institutional Review of Mary Immaculate in 2017.

This document sets out the terms of a new Memorandum of Understanding to govern the relationship in the years ahead. This MoU is subject to periodic review at least once every 5 years.

1. The University of Limerick (UL) shall be the academic accrediting body for all University-level (NQAI Levels 6-10) programmes at Mary Immaculate College (MIC), save where there are other arrangements jointly agreed in writing by the University and MIC. The inter-institutional relationship conforms to that of a designated awarding body – linked provider relationship (DAB-LP relationship), as defined by the *Qualifications and Quality Assurance (Education and Training) Act 2012*. Both institutions will cooperate in order to implement statutory requirements in this regard.
2. Students of MIC shall be registered students of both Mary Immaculate College and the University of Limerick. UL and MIC have established a Data Protection Best Practice Protocol. Both institutions shall fully adhere to the Protocol and ensure full compliance by all authorised users in accordance with the *EU General Data Protection Regulation (GDPR)* and *Data Protection Acts 1988-2018*. The Protocol shall be subject to periodic review in order to take into account any changes in data protection legislation.

3. MIC shall manage all discipline issues relating to students studying at MIC. MIC students have the right to appeal to the Academic Council of UL in respect of the implementation of the University's Academic Regulations.
4. The Academic Regulations of UL shall apply to all UL-accredited programmes of study offered by MIC. Exception to this stipulation may be requested by MIC through formal written proposal to UL Academic Council.
5.
 - 5.1 UL Academic Council shall determine the basic matriculation requirement for MIC, but MIC may prescribe additional requirements generally or in respect of particular programmes at MIC.
 - 5.2. For all programmes up to and including Level 9 (NFQ), UL Academic Council shall delegate decisions regarding the approval of new programmes at MIC and the modification of existing MIC programmes to *An Chomhairle Acadúil (ACA)*¹ of MIC. Such decisions shall be communicated to the Chair of UL Academic Council by ACA.
 - 5.3. For programmes at Level 10, ACA shall submit proposals regarding the accreditation of such programmes directly to University of Limerick's Academic Programme Review Committee (APRC), or equivalent.
 - 5.4. UL Academic Council may refer the content and structure of any programme offered at MIC to a committee consisting of the Vice President Academic Affairs and Student Engagement (VPAASE) at UL, Vice President Academic Affairs (VPAA), MIC, and two nominees of the Presidents of each institution. The recommendations arising from any such review shall be communicated to UL Academic Council by the VPAASE.
 - 5.5. UL Academic Council shall retain the power to appoint External Examiners to the programmes offered by MIC. The functions of such External Examiners shall be those set out in the *University's Handbook of Academic Regulations and Procedures*.
 - 5.6. MIC shall establish procedures in writing for quality assurance for the purposes of implementing, ascertaining, maintaining and improving the quality of education, training, research and related services it provides. These procedures will take due account of relevant statutory guidelines published by QQI, and these procedures must be approved by UL.

¹ An Chomhairle Acadúil (ACA) / Academic Council

An Annual Institutional Quality Report and a related annual dialogue meeting between UL and MIC will focus on the monitoring of quality standards following the guidelines set by QQI. MIC shall conduct regular internal quality reviews in accordance with legislative requirements on a schedule to be agreed between MIC and UL. The quality review reports for individual internal units shall be appended to the Annual Institutional Quality Report and form part of the annual dialogue meeting between UL and MIC.

- 5.7 In accordance with the *Qualifications and Quality Assurance (Education and Training) Act 2012*, and with associated statutory guidelines, UL, as the Designated Awarding Body, shall monitor and periodically review the effectiveness of the quality assurance procedures established by MIC. A periodic institutional quality review of MIC will be undertaken at least once every 7 years. Such review shall be communicated by *An tUachtarán* MIC to the President UL. MIC will be required to satisfy UL Academic Council regarding the implementations of the recommendations of such reviews.
6. Academic Council shall delegate the processing of all awards to Examination Boards within MIC and to ACA. The outcomes of this process shall be submitted by MIC to the UL Academic Council for ratification.
 7. The President and VPAA of MIC shall each be entitled to be members of UL Academic Council. The Deans of Faculties at MIC shall be *ex officio* members of the UL Academic Council (up to a maximum of three). The President of UL and the VPAASE shall be members of *An tÚdarás Rialaithe* (UR) and ACA, respectively.
 8. The VPAASE shall have the right to nominate one member of any selection board established by MIC for academic appointments in excess of one year.
 9. Academic and other services exchanged between MIC and UL shall be reimbursed on a real cost basis. Academic and other services exchanged between MIC and UL will be reviewed periodically by the respective Finance Departments and, where deemed necessary, the cost thereof shall be reimbursed.
 10. Each institution retains the right to trigger termination of the MoU and hence the academic linkage between the institutions. Notification to terminate the relationship must be preceded by appropriate inter-institutional dialogue. Notification of termination must be approved by, and delivered from, the governing authority of the institution triggering termination (*An tÚdarás Rialaithe* in the case of MIC, and Governing Authority in the case of UL). Termination arrangements and timescale must make every effort to protect the interests of current students.

This Memorandum of Understanding was approved by:

Mary Immaculate College, Governing Authority Meeting held on 17 October 2018.

and by

University of Limerick, Governing Authority Meeting held on 01 February 2019.