The Development of a Framework for a National Student Survey System (NSSS)

Summary of Steering Workgroup Meeting
28 September 2011

Summary:

Project Description and Scope

1. It was agreed that the National Student Survey should cover Student Engagement and Student Satisfaction.

2. It was agreed that the scope of the survey should include:
   a. A core set of questions applicable to all institutions comprised of:
      - Appropriate questions common to other national survey systems (e.g. NSS, NSSE) to enable international benchmarking
      - Specific questions relevant to the Irish higher education sector and its strategic direction
      - Specific questions relevant to first year students
   b. Institution-specific questions

2. It is intended that the survey will be confidential but not anonymous.

3. A letter of communication to the Presidents, Registrars, executive teams and Students Union Executive of each institution is to be prepared and circulated by Lewis, Marie, Mark and Muiris, together with USI. The letter will represent a joint communication from the IUA, IOTI, HEA, USI informing institutions of the NSSS initiative.

4. It was suggested that communication within institutions should also include communication with the relevant trade unions.

Workpackage Membership, Structures and Schedule

1. It was agreed that:
   a. The delivery of an interim report to NAIRTL should be included in the Project Schedule.
   b. Workpackages (WP) 1, 2, 3 and 5 should begin immediately.

2. Membership of WP1: Lewis, Mark, Muiris, Rónán. Rónán to coordinate WP1. Tasks of WP5 to be rolled under WP1 in time.

3. WP2 to include all members of the Steering Workgroup. Membership of WP2 (b) Survey Development: Aoife, Jean, Maura, Natalie, Stephen, Vivienne, DIT representation to be recommended by Marie. Aoife/Natalie to coordinate WP2 (b)

4. Membership of WP3: Laura, Mark, Marie, Natalie, Niamh. Mark to coordinate WP3

5. WP5 to be re-named as ‘Communications’ and to include a ‘resource pack’ to sell the concept; WP6 to be re-named as ‘Recommendations for Full Implementation’

6. Rónán to circulate an e-mail list of all members to enable access to the ‘Moodle’ site to be setup by Mark. Niamh to provide Mark with a sample Moodle site. Mark also to liaise with NAIRTL to set up the external Project website.
7. Mark to make enquiries through the IOTI regarding adequate representation on the Steering Workgroup.

8. A schedule for the next three meetings was agreed: 20 October, 24 November and 12 December. Work Package Teams to meet at 11am-1pm; Steering Workgroup to meet at 2pm-4pm. Lewis to confirm the availability of meeting rooms at the IUA.