

## **GRADUATE RESEARCH STUDIES BOARD**

### **MINUTES**

Thursday 17 April 2014

9.00-11.05 a.m. in A204

**Present:** Dr Lisa Looney (Chair), Ms Gillian Barry, Professor Liam Barry, Ms Lisa Buckley, Ms Goretti Daughton, Dr Tracy Dixon, Dr Bernadette Flanagan, Dr Gabriel Flynn, Dr Patricia Flynn, Dr Mairéad Nic Giolla Mhichíl, Ms Louise McDermott (Secretary), Dr Enda McGlynn, Professor Colm O’Gorman, Dr Blánaid White

**Apologies:** Dr Ana Terrés

**In attendance:** Mr Ciarán O’Connor (for Item 6)

### **SECTION A: MINUTES AND RELATED ISSUES**

#### **1. Adoption of agenda**

The agenda was adopted subject to the withdrawal of Items 9.41 and 9.60, the inclusion of one additional submission under Item 8 and one additional submission under Item 11 and the replacement of the forms at Items 9.26 and 9.57 by revised forms.

#### **2. Minutes of the meeting of 6 March 2014**

The minutes were confirmed and were signed by the Chair.

#### **3. Matters arising from the minutes**

- 3.1 Noted that the preparations for the full roll-out of the online PGR2 (annual progress report) system were progressing satisfactorily, that an explanatory e-mail would be sent to all relevant parties in early May 2014 and that training would be made available on 12 June 2014. The e-mail will include links to the online system rather than links to Word files. (Item 3.3 from the meeting of 23 January 2014)
- 3.2 Noted that the *DCU Guidebook for Research Students* would be made available as soon as possible. (Item 3.2)
- 3.3 Noted that a revised module descriptor for a GTE had been made available by the School of Computing, that a second revised module descriptor would be made available, and that both would be reviewed together. (Item 3.3)
- 3.4 Noted that a revised PGR3 form, with a sentence deleted as requested by the GRSB, had been made available by a School and had been deemed approved. (Item 3.4)
- 3.5 Noted that a revised PGR3 form, completed in appropriate detail and containing assurances as requested by the GRSB, had been made available by a School and had been deemed approved. (Item 3.5)
- 3.6 Noted that a PGR3 form, revised as requested by the GRSB, was awaited from a School. (Item 3.6)
- 3.7 Noted that a form for requesting extensions to registration would be devised. (Item 3.7)
- 3.8 Noted that the HEA/QQI Engagement Document on the National Framework for Doctoral Education would be launched in due course. (Item 3.8)
- 3.9 Noted that the revisions to the advisory note for appellants had been completed and all necessary checks to ensure conformity across relevant documents had been undertaken. (Item 3.12)
- 3.10 Noted that consideration was being given to making provision for requesting that additional information be included on the PGR4 form to forestall perceptions of conflict of interest. (Item 3.15)
- 3.11 With respect to the new GTE *Enterprise Experience for Graduate Research Students*, it was noted that a 'GS' code (GS605) had been provided and that the GTE would be on the academic structures of all Faculties for Semesters 1 and 2 in 2014/15. The explanatory memorandum will be made available to Faculties also, in tandem with the availability of the GTE. (Item 4)

- 3.12** With respect to the documentation relating to the DCU Policy on Research Supervision and Awards in Collaboration with Other Institutions, it was noted that it would be important to ensure clarity in respect of the wording relating to payment and insurance issues. (Item 5)
- 3.13** Noted that the GRSB would give consideration to the procedures for ensuring transparency, in terms of fees, for students required to resubmit for examination. (Item 6.2)
- 3.14** Noted that the proposal on the award of MPhil would be submitted for the consideration of the University Standards Committee at its meeting of 29 May 2014, in the context of consideration of revisions to *Academic Regulations for Postgraduate Degrees by Research and Thesis* for 2014/15 (see Item 5 below). Noted too that the attention of the Education Committee had been drawn to the fact that this addition to the list of research awards would be submitted to the USC. (Item 7)
- 3.15** Noted that, in the case of a nominated external examiner, satisfactory evidence of recent research activity had been obtained and the nomination had therefore been deemed approved. (Item 9.5)
- 3.16** Noted that a School had been requested to avoid inadvertently editing the standard wording on PGR4 forms. (Item 9.9)
- 3.17** Noted that an alternative external examiner, Dr Laurence Marley of the National University of Ireland, Galway, had been approved by Chair's action, on 20 March 2014, in respect of a PhD student in the History Department in St Patrick's College. (Item 9.14)
- 3.18** Noted that a revised standard operating procedure in respect of Marie Curie-funded research students/fees had been made available to the GRSB by Research and Innovation Support. (Item 11.3)

## **SECTION B: POLICY AND STRATEGY ISSUES**

### **4. Proposed Graduate Training Elements**

None.

**5. Proposed revisions to *Academic Regulations for Postgraduate Degrees by Research and Thesis* for 2014/14**

Approved subject to clarification with the Institutional Research and Analysis Officer, Ms Aisling McKenna, as to the appropriateness of the revised date for Spring registrations in the context of the deadline for HEA returns. Noted that the proposed revisions would be submitted for the consideration of the University Standards Committee at its meeting of 29 May 2014 and, if approved there, would be submitted for the consideration of Academic Council at its meeting of 11 June 2014. Noted that the dates relating to research student appeals, if approved, would need to be included in the Academic Calendar 2014/15 and that the Calendar, thus revised, would require re-approval by Academic Council.

**6. Proposal from the Students' Union on student representation**

**6.1** The intention of the Students' Union to ensure appropriate representation by research students on relevant University committees was noted with approval. The Chair, on behalf of the GRSB, expressed her appreciation to Mr O'Connor, Dr Dixon and Dr McGlynn for their work on this issue.

**6.2** In the course of the discussion, the following points were made:

- where there already are robust structures at School or Faculty level for research student representation, it will be important not to supplant these
- it will be important to clarify exactly which matters student representatives will concern themselves with so as to avoid duplication of work or structures
- clarification will be required about the annual cycle, with specific reference to the handover period between one year's representatives and the next; it would appear sensible to dovetail this with the handover period between one year's Students' Union sabbatical officers and the next
- clarification will be required as to whether the same person, or different people, will act as representative(s) on the various committees
- it might be helpful to consider rotating research student representation duties so as not to overload students in the context of their obligations to pursue their research
- it will be important to modify the wording of the document to make its provenance as a student (as distinct from a staff) initiative clear
- the opportunities for personal and professional development afforded by representation duties should be utilised to the full, with support from the Careers Office, the Students' Union and the Graduate Studies Office, as appropriate
- it will be important to ensure both that the SU has the capacity and the (clearly-identified) remit to nominate suitable individuals as representatives and to provide for continuity in the implementation of this initiative overall, given the imminence of the handover to the 2014/15 SU sabbatical officers.

- 6.3** It was suggested that the proposal be amended in the light of the issues noted at Item 6.2 above and then be circulated for discussion in the Faculties, and agreed that it would be noted to the Faculties that it had the endorsement of the GRSB as a positive initiative.

**7. Procedural issues around GTE uptake**

Noted that a revision had been made to the standard operating procedure relating to GTE management to indicate that transcripts of GTE results would be issued once annually (following the October Faculty Awards Boards for Research Degrees), not twice annually. Noted that it would be ensured that the revised SOP, and an explanatory note, were made available to all Faculties.

**SECTION C: INDIVIDUAL STUDENT ISSUES**

**8. Applications for transfer to the PhD register or confirmation on the PhD register**

- 8.1 Student ref. GRSB/2014/A3/8.1, School of Applied Language and Intercultural Studies  
Approved subject to the rewording of the PGR3 form to reflect the joint nature of the examination process.
- 8.2 Student ref. GRSB/2014/A3/8.2, School of Biotechnology  
Approved.
- 8.3 Student ref. GRSB/2014/A3/8.3, Dublin City University Business School  
Approved.
- 8.4 Student ref. GRSB/2014/A3/8.4, Dublin City University Business School  
Approved.
- 8.5 Student ref. GRSB/2014/A3/8.5, School of Chemical Sciences  
Approved.
- 8.6 Student ref. GRSB/2014/A3/8.6, School of Chemical Sciences  
Approved.
- 8.7 Student ref. GRSB/2014/A3/8.7, School of Chemical Sciences  
Approved subject to the rewording of the PGR3 form to provide a more detailed report on the examination than is available at present.
- 8.8 Student ref. GRSB/2014/A3/8.8, School of Education Studies  
Approved subject to the rewording of the PGR3 form to provide a more detailed report on the examination than is available at present, the provision of the signature of a relevant member of staff in the School of Computing

(as the student is now registered with the School of Computing) and an indication of the format of the forthcoming thesis.

- 8.9 Student ref. GRSB/2014/A3/8.9, School of Education Studies  
Agreed that the request could not be considered at present pending clarification of the relevance of the award to the student.
- 8.10 Student ref. GRSB/2014/A3/8.10, School of Electronic Engineering  
Approved.
- 8.11 Student ref. GRSB/2014/A3/8.11, School of Health and Human Performance  
Approved.
- 8.12 Student ref. GRSB/2014/A3/8.12, School of Physical Sciences  
Approved.
- 8.13 Student ref. GRSB/2014/A3/8.13, School of Physical Sciences  
Approved.
- 8.14 Student ref. GRSB/2014/A3/8.14, School of Computing  
Approved.
- 8.15 Student ref. GRSB/2014/A3/8.15, School of Electronic Engineering  
Approved.

## **9. Appointment of external examiners**

- 9.1 Dr Sylvia Shaw, Middlesex University London  
Student ref. GRSB2014/A3/9.1, PhD, School of Applied Language and Intercultural Studies  
Approved.
- 9.2 Dr Charlotte Bosseaux, University of Edinburgh  
Student ref. GRSB2014/A3/9.2, PhD, School of Applied Language and Intercultural Studies  
Approved.
- 9.3 Dr John Kenny, National University of Ireland, Galway  
Student ref. GRSB2014/A3/9.3, PhD, School of Applied Language and Intercultural Studies  
Approved.
- 9.4 Dr Catherine Leen, National University of Ireland, Maynooth  
Student ref. GRSB2014/A3/9.4, MA, School of Applied Language and Intercultural Studies  
Approved.
- 9.5 Professor Michel Eppink, Wageningen University, The Netherlands  
Student ref. GRSB2014/A3/9.5, PhD, School of Biotechnology  
Approved.

- 9.6 Professor Mark O'Brian, University at Buffalo, The State University of New York  
Student ref. GRSB2014/A3/9.6, PhD, School of Biotechnology  
Approved.
- 9.7 Professor Aoife McLysaght, Trinity College Dublin  
Student ref. GRSB2014/A3/9.7, PhD, School of Biotechnology  
Approved.
- 9.8 Professor John Gilmer, Trinity College Dublin  
Student ref. GRSB2014/A3/9.8, PhD, School of Biotechnology  
Approved.
- 9.9 Dr Paul Galvin, Tyndall National Institute, University College Cork  
Student ref. GRSB2014/A3/9.9, PhD, School of Biotechnology  
Approved.
- 9.10 Professor David Coghlan, Trinity College Dublin  
Student ref. GRSB2014/A3/9.10, PhD, Dublin City University Business School  
Approved.
- 9.11 Professor Eithne Dempsey, Institute of Technology Tallaght  
Student ref. GRSB2014/A3/9/11, PhD, School of Chemical Sciences  
Approved.
- 9.12 Professor Paul Milner, University of Leeds  
Student ref. GRSB2014/A3/9.12, PhD, School of Chemical Sciences  
Approved.
- 9.13 Professor Steven Howdle, University of Nottingham  
Student ref. GRSB2014/A3/9.13, PhD, School of Chemical Sciences  
Approved.
- 9.14 Professor Mary Jane Meegan, Trinity College Dublin  
Student ref. GRSB2014/A3/9.14, PhD, School of Chemical Sciences  
Approved.
- 9.15 Dr James O'Donnell, University College Dublin  
Student ref. GRSB2014/A3/9.15, MSc, School of Chemical Sciences  
Approved.
- 9.16 Dr John Cardiff, Institute of Technology Tallaght  
Student ref. GRSB2014/A3/9.16, MSc, School of Computing  
Decision deferred pending receipt from the School of a justification for early submission.
- 9.17 Professor Danny Weyns, Linnaeus University, Sweden  
Student ref. GRSB2014/A3/9/17, PhD, School of Computing  
Approved.
- 9.18 Professor David Smith, Royal College of Surgeons in Ireland  
Student ref. GRSB2014/A3/9.18, PhD, School of Computing  
Approved.

- 9.19 Dr Hans Wolfgang Loidl, Heriot-Watt University, Scotland  
Student ref. GRSB2014/A3/9.19, PhD, School of Computing  
Approved.
- 9.20 Professor Peter Sawyer, Lancaster University  
Student ref. GRSB2014/A3/9.20, PhD, School of Computing  
Approved. Noted that the abstract included a diagram and that this potentially raised issues as to what database(s) this diagram might ultimately find its way into.
- 9.21 Dr Huiru (Jane) Zheng, University of Ulster  
Student ref. GRSB2014/A3/9.21, PhD, School of Computing  
Approved.
- 9.22 Professor Mohamed Daoudi, Institut Mines-Télécom, France  
Student ref. GRSB2014/A3/9.22, PhD, School of Computing  
Approved.
- 9.23 Dr Mark Childs, Coventry University  
Dr Michael O’Grady, University College Dublin  
Student ref. GRSB2014/A3/9.23, PhD, School of Computing  
Decision deferred pending receipt from the School of a justification for early submission, if appropriate. If it emerges that the submission is not in fact early, the PGR4 form will be dealt with by means of Chair’s action.
- 9.24 Dr Judith Clarke, Hong Kong Baptist University  
Student ref. GRSB2014/A3/9.24, PhD, School of Communications  
Approved.
- 9.25 Professor Andrew Hoskins, University of Glasgow  
Student ref. GRSB2014/A3/9.25, DPsych, School of Communications  
Approved. Agreed that the attention of the School would be drawn to the word count, which is above the maximum permitted.
- 9.26 Professor Herbert Altricher, University of Linz, Austria  
Student ref. GRSB2014/A3/9.26, EdD, School of Education Studies  
Approved.
- 9.27 Dr Alison Taysum, University of Leicester  
Student ref. GRSB2014/A3/9.27, EdD, School of Education Studies  
Approved. Agreed that the attention of the School would be drawn to the fact that the independent chair of the *viva voce* examination must be a current and not a retired member of staff.
- 9.28 Dr Rita Collins, University College Dublin  
Dr Pauline Joyce, Royal college of Surgeons in Ireland  
Student ref. GRSB2014/A3/9.28, EdD, School of Education Studies Not approved, on the basis that to do so would involve a breach of regulations.  
Agreed that the School would be requested to submit alternative nominations.
- 9.29 Dr Ming Zhao Cheng, Middlesex University London  
Student ref. GRSB2014/A3/9/29, EdD, School of Education Studies  
Approved.



- 9.30 Dr Tony Hall, National University of Ireland, Galway  
 Dr Kevin O'Rourke, Dublin Institute of Technology  
 Student ref. GRSB2014/A3/9.30, PhD, School of Education Studies  
 Dr Hall's nomination was not approved, on the basis that to do so would involve a breach of regulations in terms of frequency of appointment. Dr O'Rourke's nomination was approved, as was that of the internal examiner.
- 9.31 Dr Paul Curran, University College Dublin  
 Student ref. GRSB2014/A3/9.31, PhD, School of Electronic Engineering  
Approved.
- 9.32 Dr Jane Courtney, Dublin Institute of Technology  
 Student ref. GRSB2014/A3/9.32, PhD, School of Electronic Engineering  
Approved. Agreed that the attention of the School would be drawn to the fact that it is not actually necessary that the external examiner be female.
- 9.33 Dr Adlen Ksentini, Université de Rennes 1, France  
 Student ref. GRSB2014/A3/9.33, PhD, School of Electronic Engineering  
Approved.
- 9.34 Dr Benny Lo, Imperial College London  
 Student ref. GRSB2014/A3/9.34, PhD, School of Electronic Engineering  
Approved.
- 9.35 Dr Kevin McCarthy, University College Cork  
 Student ref. GRSB2014/A3/9/35, MEng, School of Electronic Engineering  
Approved.
- 9.36 Dr Conor Gissane, St Mary's University, Twickenham  
 Student ref. GRSB2014/A3/9.36, PhD, School of Health and Human Performance  
Approved.
- 9.37 Dr William Vlcek, University of St Andrew's  
 Student ref. GRSB2014/A3/9.37, MA, School of Law and Government  
Approved. Agreed that the attention of the School would be drawn to the fact that all the members of the supervisory panel should be listed on the form.
- 9.38 Dr Jerone Gunning, Durham University  
 Dr Jenny Edkins, Aberystwyth University  
 Student ref. GRSB2014/A3/9.38, PhD, School of Law and Government  
Approved (with respect to Dr Edkins, Dr Gunning and the internal examiner having been approved at the meeting of 17 October 2014).
- 9.39 Professor Luigi Maria Galantucci, Politecnico di Bari, Italy  
 Student ref. GRSB2014/A3/9.39, MEng, School of Mechanical and Manufacturing Engineering  
Approved.

- 9.40 Professor Michael Hayes, University of Limerick  
Student ref. GRSB2014/A3/9.40, PhD, School of Mechanical and Manufacturing Engineering  
Approved subject to the provision of a more coherent and cogent justification for the nomination than is the case at present.
- 9.41 Dr Nigel Kent, Dublin Institute of Technology  
Student ref. GRSB2014/A3/9.41, PhD, School of Mechanical and Manufacturing Engineering  
Withdrawn.
- 9.42 Dr John Cullen, National University of Ireland, Maynooth  
Professor Mick Hazelton, University of Newcastle, Australia  
Student ref. GRSB2014/A3/9.42, PhD, School of Nursing and Human Sciences  
The nomination of Dr Cullen was not approved, on the basis that to do so would involve a breach of regulations. The nomination of Professor Hazelton was approved, as was that of the internal examiner. Agreed, however, that the School would be asked if it would be possible to nominate an alternative examiner to Professor Hazelton, from a less distant location (unless it emerges that Professor Hazelton is in Ireland/Europe for other purposes in any event).
- 9.43 Professor Chris Bobel, University of Massachusetts Boston  
Student ref. GRSB2014/A3/9.43, PhD, School of Nursing and Human Sciences  
Approved.
- 9.44 Dr Suzanne Guerin, University College Dublin  
Student ref. GRSB2014/A3/9.44, PhD, School of Nursing and Human Sciences  
Approved.
- 9.45 Dr James Davies, University of Roehampton, London  
Student ref. GRSB2014/A3/9.45, DPsych, School of Nursing and Human Sciences  
Approved.
- 9.46 Dr Olive McKeown, University of East London  
Student ref. GRSB2014/A3/9.46, PhD, School of Nursing and Human Sciences  
Not approved, on the grounds that to do so would involve a breach of regulations.
- 9.47 Dr Barry O'Donnell, Dublin Business School  
Student ref. GRSB2014/A3/9/47, DPsych, School of Nursing and Human Sciences  
Not approved, on the basis that to do so would involve a breach of regulations.

- 9.48 Dr Jonathan Wyatt, University of Edinburgh  
Dr Roxanne Vandermause, Washington State University  
Student ref. GRSB2014/A3/9.48, PhD, School of Nursing and Human Sciences  
Approved.
- 9.49 Professor Jim Sheehan, University College Dublin  
Student ref. GRSB2014/A3/9.49, DPsych, School of Nursing and Human Sciences  
Approved.
- 9.50 Dr Martha Meana, University of Nevada, Las Vegas  
Student ref. GRSB2014/A3/9.50, DPsych, School of Nursing and Human Sciences  
Approved. Agreed, however, that the School would be asked if it would be possible to nominate an alternative examiner to Dr Meana, from a less distant location (unless it emerges that Dr Meana is in Ireland/Europe for other purposes in any event).
- 9.51 Dr Thomas Mussenbrock, Ruhr-Universität Bochum  
Student ref. GRSB2014/A3/9.51, PhD, School of Physical Sciences  
Approved.
- 9.52 Professor Ken Taylor, Queen's University Belfast  
Student ref. GRSB2014/A3/9.52, PhD, School of Physical Sciences  
Approved subject to evidence of more recent research activity than is apparent from the form.
- 9.53 Dr Vasxo Guerra, Instituto Superior Técnico, Portugal  
Student ref. GRSB2014/A3/9.53, PhD, School of Physical Sciences  
Approved subject to evidence of more recent research activity than is apparent from the form.
- 9.54 Professor Henri Bachau, University of Bordeaux  
Student ref. GRSB2014/A3/9.54, PhD, School of Physical Sciences  
Approved.
- 9.55 Dr Jim Greer, Tyndall National Institute, University College Cork  
Student ref. GRSB2014/A3/9.55, PhD, School of Physical Sciences  
Approved.
- 9.56 Professor Bill Graham, Queen's University Belfast  
Student ref. GRSB2014/A3/9.56, PhD, School of Physical Sciences  
Approved.
- 9.57 Dr Seán Ó Cathalláin, Mary Immaculate College, University of Limerick  
Dr Liam Mac Mathúna, University College Dublin  
Student ref. GRSB2014/A3/9.57, PhD, Education Department, St Patrick's College  
The nomination of Dr Mac Mathúna was approved, as was that of the internal examiner. Noted that only one external examiner was required, and could be permitted, in this instance.

- 9.58 Dr Irene Connolly, Dún Laoghaire Institute of Art, Design and Technology  
Student ref. GRSB2014/A3/9.58, EdD, Education Department, St Patrick's  
College  
Approved.
- 9.59 Dr Gerry Mac Ruairc, University College Dublin  
Student ref. GRSB2014/A3/9.59, EdD, Education Department, St Patrick's  
College  
Approved.
- 9.60 Dr Paul Conway, University College Cork  
Student ref. GRSB2014/A3/9.60, Special Education Department,  
St Patrick's College  
Withdrawn.
- 9.61 Dr Andrew Creech, Institute of Education, University of London  
Student ref. GRSB2014/A3/9.61, PhD, Music Department, St Patrick's  
College  
Approved.

Noted that, in a small number of cases, a PGR3 (request for transfer to/confirmation on the PhD register) and a PGR4 (notification of intention to submit for examination) form had been submitted in respect of the same student at the same time. Agreed that, while the frequency of such submissions was decreasing, the situation should in fact never arise.

Noted that, where an external examiner in a distant location is nominated, it is desirable that a justification for the choice of this particular person (as against others in less distant locations) be made. Noted that the Registry is in the process of revising travel expense processes for external examiners.

Noted that, at a future meeting, issues relating to the word count of theses, including the question of the appropriateness of having a reference to this issue on the PGR4 form, would be discussed.

## **10. Other student issues**

- 10.1 Request for change of registration  
Student ref. GRSB2014/A3/10.1, School of Biotechnology  
Approved.
- 10.2 Request for extension to registration period  
Student ref. GRSB2014/A3/10.2, Dublin City University Business School  
Approved.

- 10.3 Request for extension to registration period  
Student ref. GRSB2014/A3/10.3, School of Computing  
Approved.

Noted that the Registry had issued reminders in respect of relevant students, in situations in which it was possible that an extension to registration period might be required, should they not submit for examination in the coming months, with a view to ensuring that requests were submitted in a timely fashion for the consideration of the GRSB.

The Chair, on behalf of the GRSB, expressed appreciation to Ms Buckley for her very considerable work in dealing with the very large number of student-related forms submitted for consideration at the present meeting.

**11. Any other business**

**11.1 Update on ‘Tell it Straight’ competition, 26 March 2014**

Noted that this event had been very successful and that the members of the judging panel (from the Irish Times, IBM and Science Foundation Ireland) had indicated that they had been very impressed with the high standard of the entries.

**11.2 Fourth Annual Postgraduate Conference in Humanities and Education**

Noted that this would take place on Friday 25 April 2014 in St Patrick’s College.

**Date of next meeting:**

**Thursday 22 May 2014  
9.00 a.m. in A204**

Signed: \_\_\_\_\_  
Chair

Date: \_\_\_\_\_