

GRADUATE RESEARCH STUDIES BOARD

MINUTES

Thursday 6 March 2014

9.00-10.40 a.m. in A204

Present: Dr Lisa Looney (Chair), Ms Gillian Barry, Professor Liam Barry, Ms Lisa Buckley, 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 Ana Terrés, Dr Blánaid White

Apologies: Ms Goretti Daughton, Ms Ann McCartney, Professor Kevin Rafter

The Chair, on behalf of the GRSB, welcomed Dr Patricia Flynn, recently-appointed Co-ordinator of Research in St Patrick’s College, to her first meeting, as well as welcoming back Dr Tracy Dixon following her period of leave.

SECTION A: MINUTES AND RELATED ISSUES

1. Adoption of agenda

The agenda was adopted subject to the inclusion of three submissions under Item 11. It was noted also that Item 10, which referred to a request for extension of registration, had become (on the advice of the Chair) a request for readmission to a research programme.

2. Minutes of the meeting of 23 January 2014

The minutes were confirmed and were signed by the Chair.

3. Matters arising from the minutes

- 3.1 The Chair noted that she had given permission for a *viva voce* examination to be held by means of videoconferencing, in unusual circumstances and without the intention of setting a precedent. No technical issues had arisen. (Item 10.11 of the meeting of 9 September 2013)
- 3.2 Noted that the *DCU Guidebook for Research Students* would be made available as soon as possible. (Item 3.1)
- 3.3 Noted that a revised module descriptor for a GTE had been made available by the School of Computing, that it needed to be ascertained whether or not a second revised module descriptor was available, and that both would be reviewed together. (Item 3.2)
- 3.4 Noted that a revised PGR3 form, with a sentence deleted as requested by the GRSB, was expected to be available from a School for the 17 April 2014 meeting of the GRSB. (Item 3.4)
- 3.5 Noted that a revised PGR3 form, completed in appropriate detail and containing assurances as requested by the GRSB, was expected to be available from a School for the 17 April 2014 meeting of the GRSB. (Item 3.5)
- 3.6 Noted that a PGR3 form, revised as requested by the GRSB, was expected to be available from a School for the 17 April 2014 meeting of the GRSB. (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 was due to be launched. (Item 3.8)
- 3.9 Noted that a nomination of an additional external examiner for a student was awaited from a School. (Item 3.13)
- 3.10 Noted that details about the supervision experience of a nominated external examiner had been made available, and the relevant PGR4 form had therefore been deemed approved. (Item 3.17)
- 3.11 Noted that typographical inaccuracies in a GTE module descriptor had been brought to the attention of a School. (Item 4.1)
- 3.12 The revisions to the advisory note for appellants were approved subject to a small number of changes to wording and agreement that a small number of checks would be made to ensure conformity across all relevant documentation. (Item 5)

- 3.13 Noted that issues relating to the revisions to the Doctorate in Psychotherapy had been brought to the attention of the programme team. (Item 7)
- 3.14 Noted that the Registry had requested all supervisors to use only the current version of the PGR3 form and that use of older versions had been all but eliminated. (Item 8)
- 3.15 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 9)
- 3.16 Noted that an alternative internal examiner for a student in Dublin City University Business School had been approved by Chair's action on 3 February 2014. (Item 9.2)
- 3.17 Noted that a School had decided to nominate an alternative external examiner to the original nominee¹ and that, in respect of the relevant student, it had been ascertained that the word count was higher than originally indicated. (Item 9.7)
- 3.18 Noted that an alternative internal examiner for a student in the School of Law and Government had been approved by Chair's action on 23 February 2014. (Item 9.9)

SECTION B: POLICY AND STRATEGY ISSUES

4. Proposed Graduate Training Elements

4.1 EE605: Enterprise Experience for Graduate Research Students

Approved subject to re-coding with a 'GS' module code and the addition of a bullet point in the explanatory memorandum (which should accompany the descriptor) to indicate that additional skills are to be acquired by students over and above workplace proficiency. Noted that the alignment of the lines in the box for describing workload needed to be corrected and that a small number of typographical issues needed to be addressed.

5. Implementation of the DCU Policy on Research Supervision and Awards in Collaboration with Other Institutions

The Chair outlined the changes made to the policy, and approved by the Education Committee at its meeting of 5 February 2014, to reflect the recommendations made by the GRSB at its meeting of 17 October 2014.² She noted that relevant documentation (on implementation and joint supervision agreements) had been

¹ Item 9.4 in the present minutes refers.

² Item 6 of the minutes of this meeting refers.

made available electronically to the GRSB, and requested that the members provide her with feedback on it within two weeks. She noted too that work to develop an agreement template with respect to joint awards was ongoing, and that development of implementation tools generally would be an ongoing, iterative process. It was agreed that it would be helpful to check some issues with respect to external supervisors, particularly their obligations in relation to signing off on the various stages of a candidate's progress/examination and the possibilities in respect of ascertaining, at application stage, whether or not collaboration with other institutions was intended. The Chair undertook to do this. She expressed appreciation to Dr Dixon, on behalf of the GRSB, for her work in developing the documentation to date.

6. Initial proposed revisions to *Academic Regulations for Postgraduate Degrees by Research and Thesis*

6.1 Approved subject to the following:

- the word 'normally' to be inserted in Section 10.2.6 so as to indicate that a School should not normally nominate more than one external examiner for research awards from the same School or Department in the same institution within a given academic year
- the reference to three years in Section 10.2.9 to be replaced by a reference to four years, to ensure conformity with Section 10.1
- the references to the length of the abstract to be revised and regularised following confirmation with the Library about what the norm is with respect to DORAS (the Library will also be asked to comment on the desirability or otherwise of providing keywords).

6.2 It was agreed that procedures for ensuring equity of treatment, in terms of fees, of students required to resubmit would be discussed again by the GRSB.

6.3 The Chair requested the GRSB membership to submit any other proposals for changes to the regulations to her by 7 April 2014 so that they could be included in the papers for the 17 April 2014 meeting. All changes will be finalised by the GRSB at this meeting with a view to submitting them to the University Standards Committee meeting of 29 May 2014 and the Academic Council meeting of 11 June 2014.

7. Revised MPhil proposal

Approved subject to rewording of the second sentence in the second paragraph to make the status of the proposed award clear. Noted that, in the event that a student was not confirmed on the PhD register but was requested instead to register for a Master's degree, this Master's degree could be an MPhil if the standard conditions

were fulfilled. Agreed that the MPhil recommendation would be brought to the attention of the Education Committee meeting of 2 April 2014.

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/A2/8.1, Dublin City University Business School
Approved.
- 8.2 Student ref. GRSB/2014/A2/8.2, School of Health and Human Performance
Approved.
- 8.3 Student ref. GRSB/2014/A2/8.3, School of Nursing and Human Sciences
Approved.
- 8.4 Student ref. GRSB/2014/A2/8.4, School of Health and Human Performance
Approved.

9. Appointment of external examiners

- 9.1 Dr Siobhán McClean, Institute of Technology, Tallaght
Student ref. GRSB2014/A2/9.1, PhD, School of Biotechnology
Approved.
- 9.2 Professor Philip Newsholme, Curtin University, Australia
Student ref. GRSB2014/A2/9.2, PhD, School of Biotechnology
Approved.
- 9.3 Professor Jordi Riu, Universitat Rovira I Virgili, Spain
Student ref. GRSB2014/A2/9.3, PhD, School of Chemical Sciences
Approved.
- 9.4 Dr Christopher Phillips, Queen Mary University of London
Student ref. GRSB2014/A2/9.4, PhD, School of Electronic Engineering
Approved.
- 9.5 Dr PJ Smyth, University of Limerick
Student ref. GRSB2014/A2/9.5, PhD, School of Health and Human
Performance
Approved subject to evidence of research activity on the part of the nominee
within the past four years.
- 9.6 Dr Eric Gordy, University College London
Student ref. GRSB2014/A2/9.6, PhD, School of Law and Government
Approved.
- 9.7 Dr Ronni Greenwood, University of Limerick
Student ref. GRSB2014/A2/9.7, DPsych, School of Nursing and Human
Sciences
Approved.

- 9.8 Dr Roxanne Vandermause, Washington State University College of Nursing
Approved.
 Dr John Digan, University of Lincoln
 Student ref. GRSB2014/A2/9.8, PhD, School of Nursing and Human Sciences
Agreed to request the School to nominate an alternative external examiner.
- 9.9 Professor Mary Creaner, Trinity College Dublin
 Student ref. GRSB2014/A2/9.9, DPsych, School of Nursing and Human Sciences
Approved. Agreed to request the School to avoid any inadvertent editing of forms when they are being completed.
- 9.10 Professor John McGilp, Trinity College Dublin
 Student ref. GRSB2014/A2/9.10, PhD, School of Physical Sciences
 The nominated internal examiner was approved. Noted that the School intended to submit a new nomination as external examiner so as to ensure compliance with regulations in terms of reciprocity of appointments.
- 9.11 Professor Tom O'Donoghue, University of Western Australia
 Student ref. GRSB2014/A2/9/11, PhD, Education Department, St Patrick's College
Approved.
- 9.12 Professor Declan Kiberd, University of Notre Dame
 Student ref. GRSB2014/A2/9.12, PhD, English Department, St Patrick's College
Approved.
- 9.13 Professor Ciarán Sugrue, University College Dublin
 Student ref. GRSB2014/A2/9.13, PhD, Education Department, St Patrick's College
Approved.
- 9.14 Dr Liam Chambers, Mary Immaculate College, University of Limerick
 Student ref. GRSB2014/A2/9.14, PhD, History Department, St Patrick's College
 The nominated internal examiner was approved. Noted that St Patrick's College intended to nominate an alternative external examiner, and agreed that this nominee could be considered by means of Chair's action.
- 9.15 Dr Maura Cronin, Mary Immaculate College, University of Limerick
 Student ref. GRSB2014/A2/9.15, PhD, History Department, St Patrick's College
Approved.
- 9.16 Professor Richard Woods, Dominican University, USA
 Student ref. GRSB2014/A2/9.16, PhD, All Hallows College
Approved.
- 9.17 Professor Cathy Craig, Queen's University Belfast
 Student ref. GRSB2014/A2/9/17, PhD, School of Health and Human Performance
Approved.
- 9.18 Professor Aeron Davis, Goldsmith's, University of London

Student ref. GRSB2014/A2/9.18, PhD, School of Communications
Approved.

Noted that, where an external examiner was nominated from a distant country, it was important for Registry to ensure clarity as to the financial arrangements, with costs being shared with the School as and when appropriate. The importance of having guidelines about financially prudent travel arrangements was also noted.

Noted that, in a small number of cases, the reason for nomination of the external examiner was stated very briefly, and that it was always desirable to provide the reason in appropriate detail.

10. Other student issues: request for readmission to research programme

10.1 Student ref. GRSB/2014/A2/10.1, School of Mechanical and Manufacturing Engineering
Approved.

11. Any other business

11.1 The Chair noted that *Times Higher Education*, 20-26 February 2014, contained an article on research supervision which was likely to be of interest to GRSB members.

11.2 Ms Barry noted that the working group on the roll-out of the online annual progression system had recently reconvened and planned to meet again in the near future. The recommendations from this group, including those which required resources, will be implemented. The Associate Deans for Research are requested to provide assistance in ensuring the bringing up to date of the information on supervisory arrangements for each student; much of this work has already been completed, but some remains to be done. The Chair, on behalf of the GRSB, expressed appreciation to Ms Barry and the other members of the working group for their work to date.

11.3 Dr Terrés noted that RIS had implemented a new policy on fee payments for Marie Curie-funded research students in DCU and that this would be circulated to the GRSB.

Date of next meeting:

**Thursday 17 April 2014
9.00 a.m. in A204**

Signed: _____
Chair

Date: _____