GRADUATE RESEARCH STUDIES BOARD

MINUTES

Monday 7 September 2015

9.30 – 12.25 p.m. in A204

Present: Professor Lisa Looney (Chair), Ms Gillian Barry, Ms Lisa Buckley,
Dr Gabriel Flynn, Dr Patricia Flynn, Ms Margaret Irwin-Bannon
(Secretary), Dr Caroline McMullan, Professor Colm O'Gorman,
Dr Ana Terrés, Dr Mark Roantree, Mr Ronan Tobin,
Dr Mary Rose Sweeney, Dr Blanaid White

Apologies: Dr Mary Ivers, Ms Rachel Keegan, Dr Tim McCormac, Dr Kevin Rafter

The Chair opened the meeting and welcomed Dr Mark Roantree as the Associate Dean for Research for the Faculty of Engineering and Computing and also welcomed back Dr Caroline McMullan who is continuing as representative of the Deans of Teaching and Learning/Education for 2015-2016.

SECTION A: MINUTES AND RELATED ISSUES

1.   Adoption of agenda

The agenda was adopted subject to the inclusion of:
One item under AOB:
- Update of GRSB forms

Late items as follows:
- GRSB2015/A6/9.39/9.40/9.41
- GRSB2015/A6/10.2.18/10.2.19

It was noted that due to the volume of items under consideration the presentation on DoctoralNet (item 6) was deferred to the 22 October 2015 meeting.

2.   **Minutes of the meeting of 25 June 2015**

The minutes of the meeting of 25 June 2015, which had been approved electronically, were noted and signed.

3.   **Matters arising from the minutes of 25 June 2015**

3.1   It was <u>noted</u> that resolution of Course Builder issues (university wide agreed descriptors for GTE modules) was awaiting the introduction of a new version of Course Builder in 2015 and will be addressed in this academic year (Item 3.2).

3.2   It was <u>noted</u> that work is ongoing in relation to the proposal for the E-portfolio for Research Students and will be addressed during 2015-2016 (Item 3.4).

3.3   It was <u>noted</u> that arrangements for the support of academic staff in delivering modules GS608 and GS609 will be arranged during 2015-2016 (Item 3.7).

3.4   It was <u>noted</u> that the amendments recommended for module BE550, Biosafety and Laboratory SOP, were currently being addressed (Item 4.2.2).

3.5   It was <u>noted</u> that provision of additional specific detail with respect to both the written and oral reports for an application for transfer to the PhD Register or confirmation on the PhD Register (PGR3) GRSB2015/A5/8.3, DCU Business School was awaited.

3.6   It was <u>noted</u> that the notice of intention to submit for examination PGR4 (approval of internal and external examiners) was approved by Chair's Action (1 July 2015) for candidate A5/9.17, School of Mechanical and Manufacturing Engineering.

3.7   It was <u>noted </u>that the notice of intention to submit for examination PGR4 (change to internal examiner) was approved by Chair's Action (23 July 2015) for candidate A5/9.18, School of Mechanical and Manufacturing Engineering.

3.8   It was <u>noted </u>that the application for transfer to the PhD Register or confirmation on the PhD Register (PGR3) for candidate A5/8.9, School of Biotechnology was approved by Chair's Action (20 August 2015).

3.9   It was noted that the Chair had met with the module co-ordinator to discuss the module BE534 (Item 4.2).

3.10 It was <u>noted</u> that the queries relating to PhD pathways had been resolved and noted too that a message informing students that not all modules listed would necessarily run in any given year had been placed on the web.

3.11 It was <u>noted</u> that for candidate A5/9.5 (PGR4), School of Electronic Engineering the correct abstract had now been submitted.

3.12 It was <u>noted</u> that it was clarified with candidate A5/10.3.1 who was seeking permission to Reside/Carry out Research Abroad, whether or not she was registering on a full-time or part-time basis.

SECTION B: POLICY AND STRATEGY ISSUES

4.   Pathways for PhD students in Faculties, and proposed Graduate Training Elements

4.1 Faculty of Humanities and Social Sciences

    4.1.1   School of Communications
           <u>Noted</u>

    4.1.2   Fiontar
           <u>Noted</u>

    4.1.3   School of Law and Government
           <u>Noted</u>

    4.1.4   School of Applied Language and Intercultural Studies (SALIS)
           <u>Noted</u>

It was <u>noted</u> that Ms Rachel Keegan had worked with Schools to apply the standard template for the presentation of PhD pathways as listed above, and the improved documentation would be used at the orientation for research students to promote the take-up of pathways. It was further <u>noted</u> that very positive aspects had come out of the development of structured pathways in that students with teaching related responsibilities were being asked by Faculties to complete the Postgraduate Tutoring Principles and Practice and Research Integrity training.

It was <u>noted</u> that PhD pathways for the Faculty of Science and Health and Faculty of Computing and Engineering would be considered by Graduate Research Studies Board in October 2015.

5.   Incorporation and Graduate Research

Progress to date with respect to Incorporation was reported and the following were noted:

- Ten research students (6 in Education and 4 in Humanities) across St. Patrick's College and Mater Dei Institute have been made offers through the Postgraduate Applications Centre (PAC)
- Communication with continuing research students is underway
- A training/orientation session for staff in SPD and MDI supervising new DCU research students will take place in St. Patrick's College on 10 September 2015. Staff from SPD and MDI will also participate in postgraduate orientation in DCU.

6.   Presentation on DoctoralNet

This item was deferred.

7.   Proposed change to Academic Regulations for Postgraduate Degrees by Research and Thesis (re-wording of Paragraph 10.2.6)

Dr B. White provided the context to the change as proposed by the Faculty of Science and Health indicating that the regulation which precludes the nomination of more than one external examiner from the same school or department in the same institution within a given academic year causes difficulties in the Schools of Biotechnology and Chemical Sciences. This was often due to the specialised nature of the disciplines sought and the shortage of experts, particularly across Ireland and the UK. She indicated that it was her understanding that the suggestion for an external examiner comes from the individual supervisor and often it is accidental that another colleague may also suggest a researcher from the same department in the same institution.

It was clarified at this point, as per the regulations that the Head of School is responsible for external examiner nominations, and in order to avoid nominating two external examiners from the one department in the same institution, he/she is provided with a list of external examiners and their affiliations at the outset of the academic year.

Following a brief discussion on this aspect of the proposal, it was agreed that the regulation may be relaxed somewhat, given the specific difficulties cited, however it was felt there had been a sound rationale for introducing it in the initial instance and the impact of any softening of the regulation would need to be monitored closely. It was agreed that the Chair would propose a revised wording reflective of the discussion for the consideration of the next meeting of GRSB.

4

The second element of the rewording of paragraph 10.2.6 proposed a change to the role and responsibility of the Head of School in the nomination process. Having

considered practice in other institutions there was consensus that the Head of School should retain the responsibility as outlined in the *Academic Regulations for Postgraduate Degrees by Research and Thesis* and the proposal to change the wording was <u>not agreed</u>.

SECTION C: Individual student issues

8.   Applications for transfer to the PhD Register or confirmation on the PhD Register

8.1   GRSB2015/A6/8.1, School of Biotechnology
<u>Approved</u>, subject to provision of more specific and detailed information on the written submission and oral examination

8.2   GRSB2015/A6/8.2, School of Biotechnology
<u>Approved</u>

8.3   GRSB2015/A6/8.3, School of Biotechnology
<u>Approved</u> subject to provision of more specific and detailed information on the written submission and oral examination

8.4   GRSB2015/A6/8.4, School of Biotechnology
<u>Approved</u>

8.5   GRSB2015/A6/8.5, School of Biotechnology
<u>Approved</u>

8.6   GRSB2015/A6/8.6, School of Biotechnology
<u>Approved</u>

8.7   GRSB2015/A6/8.7, School of Biotechnology
<u>Approved</u> subject to clarification that the oral examination was conducted jointly by the Principal Supervisor and Internal Examiner

8.8   GRSB2015/A6/8.8, School of Biotechnology
<u>Approved</u>

8.9   GRSB2015/A6/8.9, School of Biotechnology (NICB)
<u>Approved</u>

8.10   GRSB2015/A6/8.10 DCU Business School
        <u>Approved</u>

8.11   GRSB2015/A6/8.11 DCU Business School
        <u>Approved</u>

8.12   GRSB2015/A6/8.12 DCU Business School
        <u>Approved</u>

8.13   GRSB2015/A6/8.13 DCU Business School
        <u>Approved</u>

8.14   GRSB2015/A6/8.14 School of Chemical Sciences
        <u>Approved</u>

8.15   GRSB2015/A6/8.15 School of Chemical Sciences
        <u>Approved</u>

8.16   GRSB2015/A6/8.16 School of Chemical Sciences
        <u>Approved</u>

8.17   GRSB2015/A6/8.17 School of Chemical Sciences
        <u>Approved.</u> (Clarification that the work for the PhD thesis can only be considered
        from the time of registration and formal supervision of the student to be provided to
        the School)

8.18   GRSB2015/A6/8.18 School of Chemical Sciences
        <u>Not approved</u>, as the process had not included an academic independent of the
        supervisors, as required under the regulations

8.19   GRSB2015/A6/8.19 School of Chemical Sciences
        <u>Approved</u>

8.20   GRSB2015/A6/8.20 School of Computing
        <u>Approved</u>, subject to provision of more specific and detailed information on the
        written submission and oral examination

8.21   GRSB2015/A6/8.21 School of Computing
        <u>Approved</u>, subject to provision of more specific and detailed information on the
        written submission and oral examination

8.22   GRSB2015/A6/8.22 School of Computing
        <u>Approved</u>

8.23   GRSB2015/A6/8.23 School of Computing
        <u>Approved</u>

8.24   GRSB2015/A6/8.24 School of Computing
        <u>Approved</u> (Clarification to be sent to the School regarding the PGR3 process)

8.25   GRSB2015/A6/8.25 School of Computing
        <u>Approved</u>

8.26   GRSB2015/A6/8.26 School of Computing
        <u>Not approved</u> on the grounds of insufficient information provided on the form

8.27   GRSB2015/A6/8.27 School of Computing
        <u>Approved</u>

8.28   GRSB2015/A6/8.28 School of Computing
        <u>Not approved</u> on the grounds of insufficient information provided on the form

8.29   GRSB2015/A6/8.29 School of Computing
        <u>Approved</u>

8.30   GRSB2015/A6/8.30 School of Computing
        <u>Approved</u>

8.31   GRSB2015/A6/8.31 School of Computing
        <u>Approved</u>

8.32   GRSB2015/A6/8.32 School of Education Studies
        <u>Approved</u> subject to clarification that the oral examination was conducted jointly
        by the Principal Supervisor and Internal Examiner

8.33   GRSB2015/A6/8.33 School of Education Studies
        <u>Approved</u>

8.34   GRSB2015/A6/8.34 School of Education Studies
        <u>Approved</u>, subject to confirmation that there was a 'point in time' written
        submission for the PGR3 process

8.35   GRSB2015/A6/8.35 School of Education Studies
        <u>Approved</u>

8.36   GRSB2015/A6/8.36 School of Electronic Engineering
        <u>Approved</u>

8.37   GRSB2015/A6/8.37 School of Electronic Engineering
        <u>Approved</u>

8.38   GRSB2015/A6/8.38 School of Electronic Engineering
        <u>Approved</u>

8.39   GRSB2015/A6/8.39 Fiontar
        <u>Approved</u>

8.40   GRSB2015/A6/8.40 School of Law and Government
        <u>Approved</u>

8.41   GRSB2015/A6/8.41 School of Law and Government
        <u>Approved</u>, subject to confirmation that there was a point in time written submission
        for the PGR3 process

8.42   GRSB2015/A6/8.42 School of Law and Government
        <u>Approved</u>

8.43   GRSB2015/A6/8.43 School of Mathematical Sciences
        <u>Approved</u>

8.44   GRSB2015/A6/8.44 School of Mathematical Sciences
        <u>Approved</u>

8.45   GRSB2015/A6/8.45 School of Mechanical and Manufacturing Sciences
        <u>Approved</u>

8.46   GRSB2015/A6/8.46 School of Mechanical and Manufacturing Sciences
        <u>Approved</u>

8.47   GRSB2015/A6/8.47 School of Mechanical and Manufacturing Sciences
        <u>Approved</u>

8.48   GRSB2015/A6/8.48 School of Nursing and Human Sciences
        <u>Approved</u>

8.49   GRSB2015/A6/8.49 School of Nursing and Human Sciences
        <u>Approved</u>

8.50   GRSB2015/A6/8.50 School of Nursing and Human Sciences
        <u>Approved</u>, subject to the provision of more specific and detailed information on the
        oral examination

8.51   GRSB2015/A6/8.51 School of Physical Sciences
        Approved subject to provision of more specific detailed information on the written
        submission and oral examination

8.52   GRSB2015/A6/8.52 School of Physical Sciences
        Approved subject to provision of more specific detailed information on the written
        submission and oral examination

8.53   GRSB2015/A6/8.53 SALIS
        Not approved on the grounds that it was unclear there was an oral examination

        It was noted that some improvements could be made to the completion of the
        transfer to the PhD Register or confirmation on the PhD Register forms and the
        following were noted:

        •   Some information contained in the PGR3 forms would more be more
                appropriate in the PGR2 Progress Report Form
        •   There were a large number of errors related to the supervisory panel
                information provided.

**9.   Notification of Intention to Submit for Examination (PGR4) (nomination of
         internal and external examiners)**

        In advance of the review of the PGR4 forms the Chair sought the views of the
        Board on the interpretation of the stipulation in the *Academic Regulations for
        Postgraduate Degrees by Research and Thesis* that the internal examiner should be
        'experienced in supervising research students' (Paragraph 10.1).

        In the discussion which followed on the definition of 'experience', it was
        emphasised that it is important to provide research students with examiners with an
        appropriate understanding of research award standards in their discipline, drawn
        from experience broader than their own doctoral work. A consensus view was that
        supervising to completion or supervising a number of students through the
        confirmation process would be an appropriate interpretation of the regulation. The
        importance of provision of opportunities for the development of new academic staff
        in the skills of examination and supervision of research students, and growing that
        capacity was also emphasised. Following discussion it was agreed that more
        specific guidelines on the experience necessary to be an internal examiner should
        be provided on the PGR4 form. The Chair indicated that she would draft
        guidelines in line with the discussion for the approval of GRSB at its October 2015
        meeting.

9.1   GRSB2015/A6/9.1, PhD, School of Biotechnology
       Professor Orla Sheils, Trinity College Dublin
       Approved (Note: other panel member to be appointed)

9.2   GRSB2015/A6/9.2, PhD, School of Biotechnology
       Dr Jean-Christophe Jacquier, University College Dublin
       Approved

9.3   GRSB2015/A6/9.3,PhD, School of Biotechnology
       Dr Roger Preston, Trinity College, Dublin
       Approved

9.4   GRSB2015/A6/9.4, PhD, School of Biotechnology,
       Dr Tara Dalton, University of Limerick
       Approved

9.5   GRSB2015/A6/9.5, PhD, DCU Business School,
       Professor Karl Kuhnert, University of Georgia
       Approved

9.6   GRSB2015/A6/9.6, PhD, DCU Business School,
       Dr Eric Igou, University of Limerick
       Approved

9.7   GRSB2015/A6/9.7, PhD, DCU Business School,
       Prof. Dr Jonas Lang, Ghent University
       Approved

9.8   GRSB2015/A6/9.8, PhD, DCU Business School
       Dr Esther Gracia, Universidad de Valencia
       Approved

9.9   GRSB2015/A6/9.9, PhD, School of Chemical Sciences
       Dr Alan Ryder, National University of Ireland Galway
       Approved

9.10   GRSB2015/A6/9.10, PhD, School of Chemical Sciences
       Associate Professor Anna Croft, the University of Nottingham
       Approved

9.11   GRSB2015/A6/9.11, PhD, School of Computing
       Professor Chiara Francalanci, Politecnico di Milano
       Approved

9.12 GRSB2015/A6/9.12, PhD, School of Computing
Professor Marten J van Sinderen, University of Twente
<u>Approved</u>

9.13 GRSB2015/A6/9.13, PhD, School of Communications
Professor Kevin Rockett, Trinity College Dublin.
<u>Approved</u>

9.14 GRSB2015/A6/9.14, PhD, School of Electronic Engineering
Associate Professor Xianghua Xie, University of Swansea
<u>Approved</u>

9.15 GRSB2015/A6/9.15, PhD, School of Electronic Engineering
Dr Emanuel Popovici, University College Cork
<u>Approved</u>

9.16 GRSB2015/A6/9.16, PhD, School of Electronic Engineering
Dr Michael Connelly, University of Limerick
<u>Approved</u>

9.17 GRSB2015/A6/9.17, PhD, School of Electronic Engineering
Dr Ronan Farrell, Maynooth University
<u>Approved</u>

9.18 GRSB2015/A6/9.18, PhD, School of Electronic Engineering
Professor Ivan B. Djordjevic, University of Arizona
<u>Approved</u>, subject to provision of signature of Head of School

9.19 GRSB2015/A6/9.19, PhD, School of Electronic Engineering
Dr Tomas Ward, Maynooth University
<u>Approved</u>

9.20 GRSB2015/A6/9.20, PhD, School of Education Studies
Dr Tom Farrelly, Tralee Institute of Technology
<u>Approved</u>

9.21 GRSB2015/A6/9.21, PhD, School of Education Studies
Dr Jennifer Riedl Cross, The College of William and Mary, Virginia, USA
<u>Approved</u>

9.22 GRSB2015/A6/9.22, PhD, School of Education Studies
Professor Mairtin O'Fathaigh, NUIG and Dr Kevin O'Rourke, DIT
<u>Approved</u>

9.23 GRSB2015/A6/9.23, PhD, School of Health & Human Performances
Associate Professor Jan Seghers, University of Leuven
Approved

9.24 GRSB2015/A6/9.24, PhD, School of Law & Government
Dr Lise Storm, University of Exeter
Approved. The nomination of the internal examiner was not deemed approved at
this time. Further information and clarification to be sought from the Head of
School

9.25 GRSB2015/A6/9.25, PhD, School of Law & Government
Professor Mick Dillon, Lancaster University
Approved

9.26 GRSB2015/A6/9.26, MSc, School of Mathematical Sciences
Professor Ales Cerny, City University London
Approved, subject to the provision of a more detailed abstract

9.27 GRSB2015/A6/9.27, PhD, School of Mechanical and Manufacturing Engineering
Dr Brigid Mullany, University of North Carolina at Charlotte
Approved

9.28 GRSB2015/A6/9.28, MEng, School of Mechanical and Manufacturing Engineering
Dr Reena Cole, University of Limerick
Not Approved, insufficient information provided

9.29 GRSB2015/A6/9.29, PhD, School of Mechanical and Manufacturing Engineering
Dr Anthony Betts, Dublin Institute of Technology, Kevin Street
Approved

9.30 GRSB2015/A6/9.30, PhD, School of Nursing and Human Sciences
Dr Saoirse Nic Gabhainn, National University of Ireland, Galway
Approved

9.31 GRSB2015/A6/9.31, PhD, School of Nursing and Human Sciences
Dr Saoirse Nic Gabhainn, National University of Ireland, Galway
Approved

9.32 GRSB2015/A6/9.32, MSc, School of Nursing and Human Sciences
Dr Dympna Casey, National University of Ireland, Galway
Approved

9.33   GRSB2015/A6/9.33, PhD, School of Physical Sciences
        Professor Robert Eason, University of Southampton
        <u>Approved</u>

9.34   GRSB2015/A6/9.34, PhD, SALIS
        Associate Professor Evelyn Alsultany, University of Michigan
        <u>Approved</u>

9.35   GRSB2015/A6/9.35, PhD, SALIS
        Dr Ralph Jessop, University of Glasgow
        <u>Approved</u>

9.36   GRSB2015/A6/9.36, EdD, Department of Education, SPD
        Dr Sean Delaney, Marino Institute of Education
        <u>Approved</u>

9.37   GRSB2015/A6/9.37, PhD, Department of Education, SPD
        Professor Alan Smith, University of Ulster
        <u>Approved</u>

9.38   GRSB2015/A6/9.38, PhD, School of Humanities, MDI
        Professor Cathy Leblanc, Lille Catholic University
        <u>Approved</u>

9.39   GRSB2015/A6/9.39, PhD, School of Biotechnology
        Dr Sinead Weldon, Queen's University Belfast
        <u>Approved</u>, subject to provision of signature of Head of School

9.40   GRSB2015/A6/9.40, PhD, School of Computing
        Dr Neil Hurley, University College Dublin
        <u>Approved</u>

9.41   GRSB2015/A6/9.41, PhD, Law and Government
        Change of Internal Examiner only
        The nomination of the internal examiner was not deemed approved at this time.
        Further information and clarification to be sought from the Head of School

10.   Other student issues

10.1   **Permission to submit thesis for MSc before the minimum registration period is
        completed.**

10.1.1 GRSB2015/A6/10.1.1, School of Chemical Sciences
Approved in the particular circumstances of this case

10.2   Request for Extension to Maximum Registration Period or Re-admission to the Research Programme (PGR14)

10.2.1   GRSB2015/A6/10.2.1, School of Biotechnology
Approved

10.2.2   GRSB2015/A6/10.2.2, School of Biotechnology
Approved

10.2.3   GRSB2015/A6/10.2.3, DCU Business School
Approved

10.2.4   GRSB2015/A6/10.2.4, DCU Business School
Approved

10.2.5   GRSB2015/A6/10.2.5, School of Chemistry
Approved

10.2.6   GRSB2015/A6/10.2.6, School of Electronic Engineering
Approved

10.2.7   GRSB2015/A6/10.2.7, School of Electronic Engineering
Approved

10.2.8   GRSB2015/A6/10.2.8, School of Electronic Engineering
Approved

10.2.9   GRSB2015/A6/10.2.9, School of Electronic Engineering
Approved

10.2.10 GRSB2015/A6/10.2.10, School of Electronic Engineering
Approved

10.2.11 GRSB2015/A6/10.2.11, School of Health and Human Performance
Approved, registration for 2015-2016 only

10.2.12 GRSB2015/A6/10.2.12, School of Law and Government
Approved

10.2.13 GRSB2015/A6/10.2.13, School of Mechanical and Manufacturing Engineering
Approved

10.2.14 GRSB2015/A6/10.2.14, School of Nursing and Human Sciences
Approved

10.2.15 GRSB2015/A6/10.2.15, School of Nursing and Human Sciences
Approved

10.2.16 GRSB2015/A6/10.2.16, SALIS
Approved

10.2.17 GRSB2015/A6/10.2.17, SALIS
Approved

10.2.18 GRSB2015/A6/10.2.18, DCUBS
Approved, signature required

10.2.19 GRSB2015/A6/10.2.19, School of Chemical Sciences
Approved

11.   Any other business

It was noted that research related Registry forms will be updated on the web over the coming weeks.

End

Date of next meeting:

Thursday 22 October 2015 at 9.30 a.m. in A204

Signed: _____   Date: _____
     Chair