GRADUATE RESEARCH STUDIES BOARD

MINUTES

Thursday 22 June 2017

9.30 am – 12.20 pm in A204

Present: Dr Joseph Stokes (Chair), Ms Michelle Brennan, Professor David Collings, Ms Carol Grehan, Dr Charlotte Holland, Ms Margaret Irwin-Bannon (Secretary), Ms Rachel Keegan, Ms Roisin Morris-Drennan, Professor Eugene McNulty, Dr Mark Roantree, Mr Allan Stevenson, Dr Mary Rose Sweeney, Dr Blánaid White

Apologies: Dr Tim McCormac, Dr Caroline McMullan, Dr Ana Terrés

In attendance: Dr Stephen Carroll (Item 5)

SECTION A: MINUTES AND RELATED ISSUES

1.   Adoption of agenda

The agenda was adopted subject to the addition of the following:

- Item 4.2.2, GTE, Advanced Academic Writing in Humanities
- Item 8.9: Notice of Intention to Submit for Examination (PGR4), School of Communications
- Item 10.2.1, Notification of Intention to carry out Research Abroad (PGR13), School of Nursing and Human Sciences
- One item under AOB.

2.   Minutes of the meeting of 18 May 2017

The minutes of the meeting of 18 May 2017, were approved and signed by the Chair.

3.   Matters arising from the minutes of 18 May 2017

3.1   It was <u>noted</u> that the Academic Regulations for Postgraduate Degrees by Research and Thesis were approved at Academic Council on 19 June 2017 (Item 7).

3.2   It was <u>noted</u> that work is ongoing with respect to preparing guidelines for the MA through Creative or Performance Practice, and the document will be available for the consideration of GRSB in September 2017 (Item 6).

3.3   It was <u>noted</u> that the Residing Abroad Principles document would be the subject of further consultation with relevant units in the university. It was anticipated that an updated document would be drafted, considered by a sub-group of GRSB, and available for consideration by GRSB at its 4 September 2017 meeting (3.1).

3.4   It was <u>noted</u> that discussions are ongoing with respect to a Joint Supervision Agreement with the University of Southampton (Item 3.3).

3.5   It was <u>noted</u> that the policy in the Faculty of Engineering and Computing with respect to research integrity training is to recommend that existing staff take the Research Integrity module (Item 3.4).

3.6   It was <u>noted</u> that an investigation of mechanisms for the awarding of credits to students for the completion of the Research Integrity module is ongoing (Item 3.5).

3.7   It was <u>noted</u> that work is ongoing on a proposal to develop reciprocal arrangements to assist schools/faculties to address gender mix in the appointment of examination panels (Item 3.11.).

3.8   It was <u>noted</u> that more detailed descriptors (approved in principle by GRSB at its meeting of 18 May 2017) for the five new GTE modules, which will be part of the structure of the DCU Institute of Education structured pathway programme, will be submitted for the consideration of GRSB at its 4 September 2017 meeting (Item 4).

3.9   It was <u>noted</u> that work is ongoing to align the 'Academic Roles and Responsibilities in Graduate Research' document with the newly approved document 'Guidance on the appointment and remit of the Independent Panel member' (Item 5.3).

3.10   It was <u>noted</u> that a transfer application from the School of Nursing and Human Sciences, which had been deferred at the 18 May 2017 meeting, is on the agenda (Item 10.2.1) of this meeting (Item 10.1).

3.11   It was <u>noted</u> that matters relating to the notification of intention to submit form (PGR4) for a candidate in the School of Chemical Sciences have been resolved (Item 3.12).

3.12 It was <u>noted</u> that matters relating to the notification of intention to submit form (PGR4) for a candidate in the School of Physical Sciences have been resolved (Item 9.6).

3.13 It was <u>noted</u> that the amended notification of intention to submit form (PGR4), (change to the internal examiner), for a candidate in the School of Policy and Practice was approved by Chair's Action, 6 June 2017.

3.14 It was <u>noted</u> that, following an e-mail communication from the Chair, the following was deemed approved on 12 June 2017:

'In regards to an item titled "Doctorate of Education, Programme Regulations" initially presented to GRSB as item 12.1 (of GRSB on 2 March 2017) and as a follow up item 6 of GRSB 20 April 2017, it was <u>noted</u> that clarification was to be sought whether Programme Regulations were required.

The outcome is, research degrees do not require Programme Regulations and the following decision is made: to withdraw both reference items from previous GRSB meetings and to reverse any actions coming from the EdD Programme Regulations (presented on 2 March 2016).'

4.   Graduate Researcher Development

The Chair commented briefly on the structured doctoral pathways as presented to GRSB, noting the following:

- The module GS608BS, Strategies for Academic Writing, is listed as an option on a significant number of the structured doctoral pathways and there is concern about the module being over-subscribed. It was <u>noted</u> that schools should consider running their own discipline-specific version of the module.

- The module HR601, Leadership in the Research Environment, is listed on a number of structured doctoral pathways, however its funding has ended so it is unlikely to run in 2017-2018. It was <u>noted</u> that the Graduate Studies Office would seek clarification on whether or not it is likely to run in 2017-2018.

- The module NS5055, Qualitative Summer School appears on a number of pathways. Due to its popularity it was open only to Faculty of Science and Health students last year. Schools which have the module on their pathway need to be cognisant of the fact that it is a week-long summer school and there may not be the capacity for the co-ordinator to provide assessment for all students. It was <u>noted</u> too that students must sign up for the summer school in addition to normal DCU registration for GTE modules. It was <u>agreed</u> that some further investigation would be undertaken on how best to manage the registration issues around the summer school.

It was <u>noted</u> following discussion, that there should be consistency in the introductory paragraphs of the structured doctoral pathways—schools having deviated somewhat from the original template. It was agreed that further work would be completed to ensure a more consistent presentation of programmes for 2018.

It was <u>noted</u> that the gathering and collating of GTE module results was very problematic during the last examination diet (June 2017) and the process remains unsupported by the DCU ITS system. The Chair <u>noted</u> that a meeting had been set up with the Faculty Administrators in the first instance to look at trying to streamline and improve the process.

It was <u>noted</u> by the Chair that there was now an opportunity, with the introduction of a new student system, to provide significant input relating to research students into the specification for the new system.

4.1   Structured Doctoral Pathways 2017-2018

4.1.1   DCU Business School

<u>Noted</u>

The following change should be made to the documentation:

- Change 'Students are also strongly encouraged to take the online (via Loop) research integrity module to 'Students must complete the online..'

4.1.2   Faculty of Engineering and Computing

4.1.2.1 School of Computing

<u>Noted</u>

It was queried whether or not the line 'Note that any discipline-specific module is also accessible as a transferable skill' was necessary. The GSO undertook to amend the documentation and inform the school.

4.1.2.2 School of Electronic Engineering

<u>Noted</u>

4.1.2.3 School of Mechanical and Manufacturing Engineering

Noted

It was noted that it is not yet clear if there will be a module co-ordinator available to run GS602A, Postgraduate Tutoring in Semester 1. This will prove problematic for students who are required to tutor. It was noted that the Chair and Dr S. Carroll are scheduled to meet with the Head of the Teaching Enhancement Unit to seek clarity on the matter.

It was noted that the module CS551A, Advanced Analytical Techniques, although included on the school pathway is not suitable for, or applicable to, the majority of School of Mechanical and Manufacturing Engineering research students. The module co-ordinator, Dr B. White outlined that due to its nature, (lab and instrument-based), intake numbers are very limited and it would be important for the School of Mechanical and Manufacturing Engineering to manage student expectation in this regard. She indicated however, that she would be happy to consider applications on a case-by-case basis.

With respect to CS551A, it was noted that the credits for the module should be corrected to reflect a 5-credit weighting.

It is recommended that the sentence 'Students who complete a minimum of 20 GTE credits will be recognised as having completed a structured PhD' is rephrased.

4.1.3   **Faculty of Humanities and Social Sciences**

It was noted that the text referring to the Research Integrity Online Training Module on the Faculty of Humanities and Social Sciences' pathways will be changed to remove reference to a specific stream so students can choose between RI-SB01 Social and Behavioural Sciences or RI-AH01 Arts and Humanities.

4.1.3.1 School of Applied Language and Intercultural Studies (SALIS)

Noted

The following items with respect to the SALIS pathway were noted:
- It is essential for SALIS students to be able to take the module GS602A, Postgraduate Tutoring in Semester 1 (see item 4.1.2.3)
- A change to the title of LC590 will be reflected in the structures.

4.1.3.2 School of Communications

Noted

4.1.3.3 School of English

Noted

It was noted that the modules LI501 and LI502 are available to academic staff only and should be removed from the student pathway.

4.1.3.4 Fiontar agus Scoil na Gaeilge

Noted

4.1.3.5 School of History and Geography

Noted

4.1.3.6 School of Law and Government

Noted

4.1.3.7 School of Theology, Philosophy and Music

Noted

The following items with respect to the School of Theology, Philosophy and Music structured doctoral pathway were noted:

- There are a number of modules which are labelled 'pending accreditation' and the modules should be approved for September 2017
- The module TP526 will be replaced with TP520, Contemporary Issues in Ecclesiology.

4.1.4 DCU Institute of Education

Noted

It was noted that the DCU Institute of Education Structured Pathway 2017-2018 had been updated subsequent to publication in the GRSB papers and had been placed on the GRSB G Drive.

It was noted that the Institute of Education has renamed the 'Structured Doctoral Pathway' 'PhD/Masters by Research Pathway' to avoid any confusion with the Doctor of Education programme.

4.1.5 Faculty of Science and Health

General comments

It was <u>noted</u> that the School of Mathematical Sciences' documentation does not conform to the structured doctoral pathway template. It was <u>noted</u> that the Chair would contact the school in this regard.

It was requested that the full title of the School of Nursing and Human Sciences should be used consistently.

4.1.5.1 School of Biotechnology

<u>Noted</u>

It was queried if the school plans to roll-out its own discipline-specific versions of GS608, Strategies for Academic Writing and GS609, Strategies for Getting Published.

The credits for CS551A, Advanced Analytical Techniques should be corrected from a credit weighting of 10 to 5.

4.1.5.2 School of Chemical Sciences

<u>Noted</u>

The modules CS551A, Advanced Analytical Techniques and CS507A, Advanced Experimental Data Processing are missing from the structured doctoral pathway and should be included.

4.1.5.3 School of Health and Human Performance

<u>Noted</u>

- It was queried if the school plans to roll-out its own discipline-specific versions of GS608, Strategies for Academic Writing and GS609, Strategies for Getting Published.
- A module code should be added for the Research Integrity module.

4.1.5.4 School of Mathematical Sciences

Noted

It was <u>noted</u> that it would be preferable for the pathway documentation to follow the template.

4.1.5.5 School of Nursing and Human Sciences

Noted

4.1.5.6 School of Physical Sciences

Noted

It was <u>noted</u> that the pathway information indicates that those on the MSc programme can take between 20 and 30 credits of GTE modules, however this does not conform to the Academic Regulations for Postgraduate Degrees by Research and Thesis and should be amended to 20 credits.

4.2   Graduate Training Element (GTE) Modules

4.2.1   PS525: Nanotechnology and Surface Analysis 2, School of Physical Sciences

<u>Approved</u>, subject to a check by the Associate Dean for Research of the final approval process within the Faculty

It was <u>noted</u> that the terminology in the module descriptor describing 'Repeat Examination' should be clarified.

4.2.2   HSS: Advanced Academic Writing in Humanities

A decision on the approval of this module was <u>deferred</u> but it was <u>agreed</u> that it would be considered by Chair's Action following clarification of the following:

- Either the module is mapped to GS608, Strategies for Academic Writing, as a Faculty of Humanities and Social Sciences' version of the module or, if the intention is that the module is stand-alone and only open to Humanities and Social Sciences' students, that there is greater distinction made between this module descriptor (including the title) and the existing GS608 module descriptor.

5. **Graduate Studies Training Analysis 2016-2017**

Dr S. Carroll presented on the numbers of students attending Graduate Studies Office-run sessions by Faculty. He noted that attendance at the sessions was generally high across all sessions and categories. Attendance figures for the Research Integrity online training module were also provided.

In the discussion which followed the following points were noted:

Training Analysis
- Bullet three on page 1 of the report should reflect the fact that the GSO-run courses are not offered in the evenings or weekends and thus are not accessible to part-time students. In the brief discussion on this issue and in light of the fact that 36% of research students are part-time, it was agreed that there is a need to review timing and delivery modes of the training to take account of those students and the multi-campus environment.

Research Integrity module
- The progress of the Doctor of Education (EdD) is currently being reported in the Table as a 50% deficit, however students on the EdD programme have until the end of year 3 to complete the Research Integrity module, and therefore reporting on their completion rate of this module should be noted separately, as the numbers as presented are not representative of the situation.

6. **Doctor of Education (Flexible mode)**

It was noted that the Doctor of Education (flexible mode) programme was approved by Education Committee in late May 2017, however it had advised that GRSB should be notified in advance, that the programme would involve students residing abroad in their home country after the taught modules are completed at DCU (month 18). It was noted that a Notice of Intention to Reside/Carry out Research Abroad (PGR13) and an agreement between DCU and each individual student would be submitted to GRSB. This would take place in year 2 of the programme.

The proposal was agreed. A number of clarifications/suggestions for amendments to the submitted memo were made as follows:

- That it is made clear that the programme could be open to funded students
- That it is not possible to guarantee access for all countries where students reside to online resources through DCU library. It was noted that this issue will be addressed in the Residing Abroad Principles document currently being prepared.

SECTION C: Individual student issues

7.   Applications for transfer to the PhD Register or confirmation on the PhD Register (PGR3)

7.1   GRSB2017/A5/7.1, PhD, School of Applied Language and Intercultural Studies
        <u>Approved</u>

7.2   GRSB2017/A5/7.2, PhD, School of Applied Language and Intercultural Studies
        <u>Approved</u>

7.3   GRSB2017/A5/7.3, PhD, School of Biotechnology
        <u>Approved</u>, subject to clarification that the examination was conducted by both the
        principal supervisor and the internal examiner

7.4   GRSB2017/A5/7.4, MSc, School of Chemical Sciences
        <u>Approved</u>

7.5   GRSB2017/A5/7.5, PhD, School of Communications
        <u>Approved</u>

7.6   GRSB2017/A5/7.6, PhD, School of Communications
        <u>Approved</u>

7.7   GRSB2017/A5/7.7, PhD, School of Computing
        <u>Approved</u>

7.8   GRSB2017/A5/7.8, PhD, Fiontar agus Scoil na Gaeilge
        <u>Approved</u>

7.9   GRSB2017/A5/7.9, PhD, Fiontar agus Scoil na Gaeilge
        <u>Approved</u>

7.10   GRSB2017/A5/7.10, MSc, School of Health and Human Performance
        <u>Approved</u>

7.11   GRSB2017/A5/7.11, PhD, School of Health and Human Performance
        <u>Approved</u>

7.12   GRSB2017/A5/7.12, PhD, School of Health and Human Performance
        <u>Approved</u>

7.13   GRSB2017/A5/7.13, PhD, School of Language, Literacy and Early Childhood Education
        <u>Approved</u>

7.14   GRSB2017/A5/7.14, PhD, School of Law and Government
        <u>Approved</u>

7.15   GRSB2017/A5/7.15, PhD, School of Law and Government
        <u>Approved</u>

7.16   GRSB2017/A5/7.16, PhD, School of Law and Government
        <u>Approved</u>

7.17   GRSB2017/A5/7.17, PhD, School of Policy and Practice
        <u>Approved</u>

7.18   GRSB2017/A5/7.18, PhD, School of Policy and Practice
        <u>Approved</u>

7.19   GRSB2017/A5/7.19, PhD, School of Theology, Philosophy and Music
        <u>Approved</u>

8.   Appointment of internal and external examiners (PGR4)

8.1   GRSB2017/A5/8.1, PhD, DCU Business School
       Professor Paul Jones, Coventry University
       <u>Approved</u>

       Dr Breda Kenny, Cork Institute of Technology
       <u>Approved</u>

8.2   GRSB2017/A5/8.2, PhD, DCU Business School
       Professor Dennis Nickson, University of Strathclyde
       <u>Approved</u>

8.3   GRSB2017/A5/8.3, PhD, School of Computing
       Dr Lori Lamel, LIMSI – CNRS, France
       <u>Approved</u>

8.4   GRSB2017/A5/8.4, PhD, School of Computing
       Professor Ian Ruthven, University of Strathclyde
       <u>Approved</u>, subject to receipt of a response from the School with respect to the gender mix
       of the examining panel

8.5 GRSB2017/A5/8.5, PhD, Fiontar agus Scoil na Gaeilge
Dr Christine Appel, Universitat Oberta de Catalunya, Spain
Approved

8.6 GRSB2017/A5/8.6, MA, School of Informatics and Creative Arts, DkIT
Dr Paul Stapleton, Queen's University Belfast
Approved

8.7 GRSB2017/A5/8.7, MA, School of Informatics and Creative Arts, DkIT
Dr Colin Quigley, University of Limerick
Approved

8.8 GRSB2017/A5/8.8, PhD, School of Nursing and Human Sciences
Professor Gaia Scerif, University of Oxford and St. Catherine's College
Approved

8.9 GRSB2017/A5/8.9, PhD, School of Communications
Professor Jane Singer, University of London
Approved

9. Request for Extension to Maximum Registration Period OR Re-admission to the Research Programme (PGR14)

9.1 GRSB2017/A5/9.1, PhD, School of Biotechnology
Approved

9.2 GRSB2017/A5/9.2, EdD, DCU Institute of Education
Approved

9.3 GRSB2017/A5/9.3, EdD, DCU Institute of Education
Approved

9.4 GRSB2017/A5/9.4, PhD, School of Mechanical and Manufacturing Engineering
Approved

10. Other student issues

10.1 Recognition of Prior Learning (RPL)

10.1.1 GRSB2017/A5/10.1.1, School of Nursing and Human Sciences

Noted

10.2   Notice of Intention to Reside/Carry out Research Abroad

10.2.1 GRSB2017/A5/10.2.1

Noted

11.   Any other business

11.1   PGR4 and PGR6 forms

It was noted that the forms as named above have been updated for 2017-2018 to reflect the amendments to the Academic Regulations for Postgraduate Degrees by Research and Thesis.

 Signed: _____   Date:_____
          Chair

Date of next meeting:

Monday 4 September 2017
at 9.30 a.m. in A204