

**GRADUATE STUDIES BOARD****MINUTES**

Thursday 4 March 2010

9.00-11.10 a.m. in A204

**Present:** Professor Gary Murphy (Chair), Dr Françoise Blin,  
Dr Dermot Brabazon, Dr Pat Brereton, Professor John Costello,  
Ms Claudine Devereux, Dr Bernadette Flanagan, Dr Gabriel Flynn,  
Professor David Jacobson, Ms Tanya Keogh, Dr Christine Loscher,  
Ms Louise McDermott (Secretary), Ms Patricia Moore,  
Dr Mary Shine Thompson

**Apologies:** Ms Gillian Barry, Ms Hannah Dyas, Dr Declan Raftery

**In attendance:** Ms Goretti Daughton (for Item 9), Ms Celine Jameson

The Chair noted that it had been proposed, in discussion between the Director of Registry, Ms Phylomena McMorrow, and himself, that the Student Awards Manager, Ms Gillian Barry, be invited to join the GSB as the second of the two co-opted members for whom there is provision in the terms of reference. The GSB approved this proposal. As Ms Barry was unavailable to attend the present meeting, Ms Celine Jameson, Student Enrolment Manager, attended in her stead.

**SECTION A: MINUTES AND RELATED ISSUES****1. Adoption of agenda**

The agenda was adopted subject to the inclusion of two additional submissions under Item 4, two additional submissions under Item 5, two additional submissions under Item 7 and one submission under Item 9.

**2. Minutes of the meeting of 14 January 2010**

Confirmed, and signed by the Chair.

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

- 3.1** Noted that a proposal on the provision of academic writing skills for research students would be made to the 6 May 2010 meeting of the GSB. (Item 3.2)
- 3.2** Noted that, in the case of a student in respect of whom consideration was being given to readmission to the PhD track subject to improved performance, no further discussion was required because the student now intended to graduate with a Master's degree by research subject to successful examination. (Item 3.3)
- 3.3** Noted that the new scholarship scheme would be named 'Daniel O'Hare Research Scholarships' and that it would be discussed at the meeting of the Research Advisory Panel of 10 March 2010 and advertised as soon as possible after that. (Item 3.5)
- 3.4** Noted that discussions were in progress about two requests for changes to supervisory arrangements. (Item 3.14)
- 3.5** Noted that it had been agreed by the Subgroup of the University Standards Committee which had met on 26 January 2010 (and the minutes of which had been approved by the USC on 4 February 2010) that the university's Marks and Standards would apply in their entirety to Graduate Training Elements. This means that a DCU graduate training module must have a minimum credit rating of five, though modules with lesser credit ratings, taken in other institutions, will be recognised as contributing to students' awards. Another consequence is that, where a student fails a module in an academic session, he/she must re-register for it (or for an appropriate alternative module) in the next or a subsequent academic session. (Item 3.16)
- 3.6** Noted that resources had been allocated to ensure the availability in the Registry of a project manager (Ms Claudine Devereux) to oversee the administration of Graduate Training Elements and that Ms Devereux would assume this post as soon as possible. (Item 3.17)
- 3.7** Noted that a candidate had been transferred to the PhD register by means of Chair's action following clarification of an issue with the Head of School. (Item 4.4)
- 3.8** Noted that discussion had taken place with a Director of a Research Centre about the inclusion of the name of a School on forms submitted to the GSB. (Item 4.15)
- 3.9.1** Agreed that the Chair would contact all relevant stakeholders (these to be determined by discussion between him and Registry staff) to stipulate that all substantive information on all forms submitted for consideration by the GSB must be typewritten, as distinct from handwritten, and that forms will not be considered

otherwise. This will also be indicated at the top of all relevant forms. The Chair will also continue discussions with ISS about the provision of web-based forms. (Item 4)

- 3.10 Noted that discussions about a proposed internal examiner were ongoing with a School. (Item 5.1)
- 3.11 Noted that an external examiner nomination had been approved by Chair's action following clarification of two issues with a School. (Item 5.2)
- 3.12 Noted that an external examiner nomination had been approved by Chair's action following the clarification of two issues with a School. (Item 5.3)
- 3.13 Noted that an external examiner nomination had been approved by Chair's action following the provision of a detailed list of the nominee's publications. (Item 5.16)

## **SECTION B: INDIVIDUAL STUDENT ISSUES**

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

- 4.1 Student ref. GSB/2010/A2/4.1, School of Applied Language and Intercultural Studies  
Decision deferred pending a discussion between the Chair and the School Research Convenor about proposed revisions to the report on the programme of research which would be intended to clarify the recommendations of the School Research Committee.
- 4.2 Student ref. GSB/2010/A2/4.2, School of Applied Language and Intercultural Studies  
Approved.
- 4.3 Student ref. GSB/2010/A2/4.3, School of Applied Language and Intercultural Studies  
Approved.
- 4.4 Student ref. GSB/2010/A2/4.4, School of Applied Language and Intercultural Studies  
Approved.
- 4.5 Student ref. GSB/2010/A2/4.5, School of Applied Language and Intercultural Studies  
Approved.
- 4.6 Student ref. GSB/2010/A2/4.6, School of Applied Language and Intercultural Studies  
Approved.

- 4.7 Student ref. GSB/2010/A2/4.7, School of Biotechnology  
Approved.
- 4.8 Student ref. GSB/2010/A2/4.8, School of Biotechnology  
Approved.
- 4.9 Student ref. GSB/2010/A2/4.9, School of Biotechnology  
Approved.
- 4.10 Student ref. GSB/2010/A2/4.10, School of Chemical Sciences  
Approved.
- 4.11 Student ref. GSB/2010/A2/4.11, School of Chemical Sciences  
Approved.
- 4.12 Student ref. GSB/2010/A2/4.12, School of Chemical Sciences  
Approved.
- 4.13 Student ref. GSB/2010/A2/4.13, School of Chemical Sciences  
Approved.
- 4.14 Student ref. GSB/2010/A2/4.14, School of Communications  
Approved subject to the submission of a typewritten form to replace the current handwritten one.
- 4.15 Student ref. GSB/2010/A2/4.15, School of Communications  
Approved.
- 4.16 Student ref. GSB/2010/A2/4.16, School of Computing  
Approved.
- 4.17 Student ref. GSB/2010/A2/4.17, School of Mathematical Sciences  
Approved.
- 4.18 Student ref. GSB/2010/A2/4.18, School of Mathematical Sciences  
Approved.
- 4.19 Student ref. GSB/2010/A2/4.19, School of Computing  
Approved subject to clarification as to which of two named staff members had acted as internal examiner.
- 4.20 Student ref. GSB/2010/A2/4.20, School of Physical Sciences  
Approved.
- 4.21 Student ref. GSB/2010/A2/4.21, School of Biotechnology  
Approved.

## **5. Appointment of external examiners**

- 5.1 Dr Maeve Lohan, University of Plymouth  
Student ref. GSB/2010/A2/5.1, PhD, School of Chemical Sciences  
Approved.
- 5.2 Dr Fawaz Aldabbagh, National University of Ireland, Galway  
Student ref. GSB/2010/A2/5.2, PhD, School of Chemical Sciences  
Approved.

- 5.3 Professor Massimiano Bucchi, University of Trento  
Dr Aileen Fyfe, National University of Ireland, Galway  
Student ref. GSB/20106/A2/5.3, PhD, School of Communications  
Approved.
- 5.4 Professor Tanja Lange, Technische Universiteit Eindhoven  
Student ref. GSB/2010/A2/5.4, PhD, School of Computing  
Approved.
- 5.5 Professor Kenny Paterson, Royal Holloway, University of London  
Student ref. GSB/2010/A2/5.5, PhD, School of Computing  
Approved.
- 5.6 Professor Paulo Barreto, University of São Paulo  
Student ref. GSB/2010/A2/5.6, PhD, School of Computing  
Approved.
- 5.7 Professor Peter Bradshaw, University of Huddersfield  
Student ref. GSB/2010/A2/5.7,  
Doctorate in Education, School of Education Studies  
Approved. Noted that a typographical error in the title of the abstract would need to be corrected.
- 5.8 Professor Randall Jensen, Northern Michigan University  
Student ref. GSB/2010/A2/5.8, PhD, School of Health and Human Performance  
Approved.
- 5.9 Professor Elfed Lewis, University of Limerick  
Student ref. GSB/2010/A2/5.9, PhD, School of Physical Sciences  
Approved.
- 5.10 Professor John McGilp, Trinity College Dublin  
Student ref. GSB/2010/A2/5.10, PhD, School of Physical Sciences  
Approved.
- 5.11 Dr David Toverell, Liverpool Hope University  
Student ref. GSB/2010/A2/5.11, PhD, All Hallows College  
Approved subject to clarification of the approximate length of the thesis in words.
- 5.12 Dr Eamonn Jordan, University College Dublin  
Student ref. GSB/2010/A2/5.12, PhD, English Department,  
St Patrick's College  
Approved.
- 5.13 Professor David Dickson, Trinity College Dublin  
Student ref. GSB/2010/A2/5.13, PhD, History Department,  
St Patrick's College  
Approved.
- 5.14 Dr Eugene O'Brien, Mary Immaculate College, University of Limerick  
Student ref. GSB/2010/A2/5.14, PhD, English Department,  
St Patrick's College  
Approved.

- 5.15 Dr Mary Horgan, University College Cork  
Student ref. GSB/2010/A2/5.15,  
Doctorate in Education (EdD), St Patrick's College  
Approved subject to clarification of the approximate length of the thesis in words. (See also Section 9.1 below.)
- 5.16 Dr Anne Lodge, The Church of Ireland College of Education  
Student ref. GSB/2010/A2/5.16,  
Doctorate in Education (EdD), St Patrick's College  
Approved subject to clarification of the approximate length of the thesis in words. (See also Section 9.1 below.)

Noted that, while external examiners should be nominated on the basis of suitability, if more than the minimum required number of suitable examiners have been identified, the examiner(s) in the nearer location(s) should be nominated in the first instance. Noted also that it is desirable to use videoconferencing, where possible and appropriate, and in accordance with regulations, when an examiner is in a distant location.

## **6. Requests for changes to supervisory arrangements**

- 6.1 Student ref. GSB/2010/A2/6.1, School of Biotechnology  
Approved.
- 6.2 Student ref. GSB/2010/A2/6.2, School of Biotechnology  
Approved.
- 6.3 Student ref. GSB/2010/A2/6.3, School of Biotechnology  
Approved.
- 6.4 Student ref. GSB/2010/A2/6.4, School of Chemical Sciences  
Decision deferred pending clarification of whether the nominated supervisor is intended to be a new, or an additional, supervisor.
- 6.5 Student ref. GSB/2010/A2/6.5, School of Chemical Sciences  
Approved.
- 6.6 Student ref. GSB/2010/A2/6.6, School of Communications  
Approved.

## **7. OTHER STUDENT ISSUES**

### **7.1 Application for entry to a Master's programme by research**

Student ref. GSB/2010/A2/7.1, School of Mechanical and Manufacturing Engineering  
Approved.

## **7.2 Application for entry to a Master's programme by research subject to successful completion of qualifying modules**

Student ref. GSB/2010/A2/7.2, School of Mechanical and Manufacturing Engineering

Approved subject to a stipulation that the student must complete all three of the listed modules and must (in accordance with Marks and Standards) attain a minimum of 40% in each of them.

## **7.3 Request for procedure to cover transfer from Professional Doctoral Programmes to PhD**

Agreed that such a transfer should be facilitated where appropriate. Noted that, where a transfer took place, taught modules already completed by the student would be recorded on his/her transcript of results in the same way that all other Graduate Training Elements are recorded. Agreed that a new form to cover such a transfer would be required. See also Item 9.1 below.

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

### **8. Proposed graduate education modules**

#### **8.1 GS6XX: Postgraduate Tutor/Demonstrator Course**

#### **8.2 GS601: Intellectual Property and Commercialisation**

The availability of these two modules was welcomed in principle. Approval was deferred pending discussion between the Chair and Dr Blin about issues that had been raised by the Associate Deans for Teaching and Learning/Education, including procedures for approving such modules prior to submission to the GSB and the desirability of using Coursebuilder to present the module descriptors. The discussion will take as starting points the following, which were agreed: (a) Coursebuilder should be used as the default module descriptor template, though there needs to be formal agreement on this as well as communication to all stakeholders (Ms McDermott is to raise these issues with the Deputy President/Registrar); (b) modules which are proposed as Graduate Training Elements should be approved by Faculty Research Committees prior to submission to the GSB, except that where modules are not attached to Schools/Faculties they will be sent by the module co-ordinators to the Graduate Research Office for approval there prior to submission to the GSB (the Chair is to raise these issues at the meeting of the University Standards Committee of 1 April 2010). It was noted that, at the Education Committee meeting of 3 March 2010, a presentation on integrating teaching and research had been made by Ms Morag Munro, Acting Head

of the Learning Innovation Unit, and Dr Declan Raftery, Director of Research Support Services, and agreed that the notes relating to this presentation would be made available to the GSB. It was noted that a module on Research Ethics would be submitted from the Graduate Research Office to the 6 May 2010 meeting of the GSB.

**9. Draft revised *Academic Regulations for Postgraduate Degrees by Research and Thesis***

**9.1** The following amendments were approved:

- Section 1.1 The Chair will add a sentence to explain in more detail what is envisaged by a Supervisory Panel.
- Section 2.8 It will be specified that appeals are handled by the Graduate Research Office and not by the Registry.
- Section 3 A reference to standard transfer procedures from professional/taught doctorates to PhD programmes will be included (see also Item 7.3 above).
- Section 6 A section 6.24 will be added to specify that research students are subject to the university's code of discipline.
- Section 8.5 There will be a reference to the word length of the thesis associated with a professional/taught doctorate (and the PGR4 – notification of intention to submit thesis for examination – form will be amended accordingly). It will be stated that minimum acceptable word length is a matter for the supervisor to agree with the student.
- Section 8.9 The wording will be modified on the basis of advice which the Chair is expecting from Invent

**9.2** Agreed that, where it is considered that research proposals need to be screened to detect possible plagiarism, the mechanisms for doing this should be determined at School level and the issue should not form part of *Academic Regulations*.

**9.3** The following were noted:

- Further discussion needs to take place between the Chair and the Registry about Sections 11.3.1 and 12.1.
- The structure of the document needs further revision.
- A section on Graduate Training Elements needs to be added.



- The inclusion of a workflow diagram would be helpful. Dr Brabazon undertook to prepare such a diagram.

**9.4** It was agreed that the above four matters would be addressed within a short time and that the revised *Regulations* would be subject to final agreement by the Chair and the Associate Deans for Research and then circulated, first to the GSB and subsequently to the Faculty Research Committees, by 16 March 2010. The FRCs will be requested to provide feedback, via the Associate Deans for Research, so as to inform further discussion at the GSB meeting of 6 May 2010. This timeline and these procedures are as agreed by the GSB at its meeting of 14 January 2010 (Item 9.3).

**10. Any other business**

Noted that a representative of the Associate Deans for Research would join the discussions aimed at agreeing procedures for the implementation of the PAC system for research student applications from September 2010.

**Date of next meeting:**

**Thursday 6 May 2010  
9.00 a.m. in A204**

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

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