

GRADUATE STUDIES BOARD

MINUTES

Thursday 13 January 2011

9.00-11.05 a.m. in A204

Present: Professor Gary Murphy (Chair), Ms Gillian Barry,
Dr Françoise Blin, Dr Dermot Brabazon, Dr Pat Brereton,
Professor John Costello, Ms Claudine Devereux, Ms Hannah Dyas,
Dr Gabriel Flynn, Dr Bernadette Flanagan, Dr Christine Loscher,
Ms Louise McDermott (Secretary), Dr Ciarán Mac Murchaidh,
Ms Patricia Moore, Dr Anne Morrissey, Professor Colm O’Gorman

Apologies: Ms Tanya Keogh, Dr Declan Raftery

SECTION A: MINUTES AND RELATED ISSUES

1. Adoption of agenda

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

2. Minutes of the meeting of 11 November 2010

The minutes were confirmed and signed by the Chair.

3. Matters arising from the minutes

- 3.1** Noted that it was expected that the PAC system would go live, for the purposes of research student applications, by the last week in January 2011. Noted that discussions were in progress about the streamlining, and making available online, of forms used by the Registry in respect of research students. (Items 3.2 and 3.4)

- 3.2** With respect to the issue of having external parties proofread and/or edit a thesis, possibly on a paid basis, it was agreed that the Chair would draft a wording for inclusion in the revised *Academic Regulations for Postgraduate Degrees by Research and Thesis* (see Item 3.13 below) but would, prior to its inclusion, circulate it electronically for consideration by the GSB members. The importance of the supervisor's role in maintaining awareness of students' difficulties with academic English and the steps they were taking to remedy the problem was noted. It was noted that the provision of support in this regard for students whose native language is not English might well be an important aspect of the internationalisation of the University's activities, notwithstanding current budgetary difficulties. The difficulties experienced by some native speakers of English in terms of expressing themselves appropriately in terms of academic writing were also noted. (Items 3.3 and 10)
- 3.3** Noted that the Memorandum of Understanding between the University and the Royal Irish Academy of Music had been signed by both parties. (Item 3.8)
- 3.4** Noted that, at its meeting of 9 December 2010, the University Standards Committee had approved the continuing (beyond 2010/11) use of 2.5-credit modules within the Graduate Training Elements structure but had stipulated that no new such modules should be developed. Noted that results of 2.5-credit modules taken at other institutions would continue to be accepted by the University. Concern was expressed at the possibility that the fact that the development of new 2.5-credit modules was precluded would disadvantage the University from a competitive point of view. It was suggested that the issue be discussed again on a future occasion. (Item 3.10)
- 3.5** Noted that revised Graduate Training Elements in the Faculty of Science and Health had been approved electronically by the GSB on 24 November 2010. (Item 3.11)
- 3.6** Noted that ongoing consideration was being given to the possibility of approving academic structures for 2011/12 on an electronic basis. (Item 3.12)
- 3.7** Noted that discussions were in progress about a possible Memorandum of Understanding between St Patrick's College and Dundalk Institute of Technology. (Item 3.14)
- 3.8** Agreed that Memoranda of Understanding which involve research students should be submitted for approval by the GSB in addition to undergoing current standard approval procedures. Agreed that the Chair would raise this matter with Professor Anne Scott, Deputy President/Registrar. (Item 3.14)

- 3.9** Noted that the Chair had sent Dr Loscher a copy of the DRHEA Memorandum of Understanding template. (Item 3.14)
- 3.10** Noted that a School was in the process of identifying an alternative external examiner for a student. (Item 3.20)
- 3.11** Noted that the signature of a supervisor on an R103 form had been obtained. (Item 3.24)
- 3.12** Noted that the signature of a student on an R103 form was awaited. (Item 3.25)
- 3.13** Agreed that the draft revised *Academic Regulations for Postgraduate Degrees by Research and Thesis* would be submitted for consideration by the University Standards Committee at its meeting of 3 February 2011 and would also be e-mailed to the members of the GSB in the week prior to that. (Item 3.29)
- 3.14** Noted that the issue of credit attribution for attendance at a Summer School was under consideration within a School. (Item 3.30)
- 3.15** With regard to the Daniel O'Hare Scholarships, it was noted that a second call for applications would be made later in 2010/11 and that students in their first year of research would be eligible to apply. The award criteria will be tightened further, and the roles of the Faculties and of the central selection process would be clarified to a greater extent than was the case in 2009/10. Noted that it was always undesirable for a student to hold two scholarships concurrently. With regard to the requirement that all research students must be registered with a School and the difficulties that this can cause for some students, e.g. Oscail students, in terms of matters such as applying for scholarships, the Chair undertook to seek the advice of Professor Anne Scott, Deputy President/Registrar. (Item 3.34)
- 3.16** Noted that satisfactory information as to why no internal examiner had been indicated on a PGR3 form had been obtained, as had confirmation that the student is willing to accept an award at Master's level, and that the relevant proposal was therefore deemed approved. (Item 4.21)
- 3.17** Noted that the signature of an internal examiner on a PGR3 form had been obtained. (Item 4.28)
- 3.18** Noted that the appropriate box on a PGR3 form had been ticked. (Item 4.29)

- 3.19** Noted that, in the case of a PGR4 form, satisfactory information about the identities of the supervisors involved in previous nominations had been obtained, and the nominated external examiner had therefore been approved by means of Chair's action in December 2010. (Item 5.3)
- 3.20** Noted that the signature of a student on an R103 form had been obtained. (Item 6.7)
- 3.21** Noted that arrangements about a *viva voce* examination had been discussed between the Chair and a School. (Item 7.2)
- 3.22** Noted that a fruitful discussion had taken place between the Chair and the Director of the NICB about approval procedures in respect of research students and external examiners. (Item 9)

SECTION B: INDIVIDUAL STUDENT ISSUES

- 4. Applications for transfer to the PhD register or confirmation on the PhD register**
- 4.1 Student ref. GSB/2011/A1/4.1, School of Biotechnology
Approved.
- 4.2 Student ref. GSB/2011/A1/4.2, School of Biotechnology
Approved.
- 4.3 Student ref. GSB/2011/A1/4.3, Dublin City University Business School
Approved.
- 4.4 Student ref. GSB/2011/A1/4.4, Dublin City University Business School
Approved. Agreed that Professor O'Gorman would mention to the staff members involved the importance of ensuring that the form is completed in an appropriately detailed and specific manner.
- 4.5 Student ref. GSB/2011/A1/4.5, Dublin City University Business School
Approved subject to the addition to the form of an indication that the student performed satisfactorily at the oral examination. Agreed that Professor O'Gorman would mention to the staff members involved the importance of ensuring that the form is completed in an appropriately detailed and specific manner.
- 4.6 Student ref. GSB/2011/A1/4.6, Dublin City University Business School
Approved. Agreed that Professor O'Gorman would mention to the staff members involved the importance of ensuring that the form is completed in an appropriately detailed and specific manner.

- 4.7 Student ref. GSB/2011/A1/4.7, Dublin City University Business School
Approved.
- 4.8 Student ref. GSB/2011/A1/4.8, Dublin City University Business School
Approved.
- 4.9 Student ref. GSB/2011/A1/4.9, School of Computing
Approved.
- 4.10 Student ref. GSB/2011/A1/4.10, School of Computing
Approved.
- 4.11 Student ref. GSB/2011/A1/4.11, Fiontar
Approved.
- 4.12 Student ref. GSB/2011/A1/4.12, School of Mechanical and Manufacturing Engineering
Approved.
- 4.13 Student ref. GSB/2011/A1/4.13, School of Nursing
Approved. Agreed that Professor Costello would mention to the staff members involved that it would be desirable for the recommendations to be included on the form rather than only in the accompanying documentation.
- 4.14 Student ref. GSB/2011/A1/4.14, School of Physical Sciences
Approved.
- 4.15 Student ref. GSB/2011/A1/4.15, School of Nursing
Approved.
- 4.16 Student ref. GSB/2011/A1/4.16, School of Nursing
Approved.
- 4.17 Student ref. GSB/2011/A1/4.17, School of Health and Human Performance
Approved.

5. Appointment of external examiners

- 5.1 Student ref. GSB/2011/A1/5.1, MSc, School of Biotechnology
Professor Chris Elliott, Queen's University Belfast
Noted that this external examiner had been approved by means of Chair's action in December 2010.
- 5.2 Student ref. GSB/2011/A1/5.2, PhD, Dublin City University Business School
Professor Tom Baum, University of Strathclyde
Approved.
- 5.3 Student ref. GSB/2011/A1/5.3, PhD, School of Electronic Engineering
Professor Roberto Llorente, Universidad Politécnico de Valencia
Approved.
- 5.4 Student ref. GSB/2011/A1/5.4, PhD, School of Health and Human Performance
Professor Adrian Taylor, University of Exeter
Approved.

- 5.5 Student ref. GSB/2011/A1/5.5, PhD, School of Law and Government
Professor RBJ Walker, University of Victoria in British Columbia
Approved subject to receipt of confirmation that the student is in agreement
with the proposed arrangements in respect of the *viva voce* examination.
The Chair undertook to mention this matter to the School.
- 5.6 Student ref. GSB/2011/A1/5.6, PhD, School of Mechanical and
Manufacturing Engineering
Professor Henrik Lund, Aalborg University, Denmark
Approved.
- 5.7 Student ref. GSB/2011/A1/5.7, MBS, Dublin City University Business
School
Dr Philip Stiles, University of Cambridge
Approved.
- 5.8 Student ref. GSB/2011/A1/5.8, PhD, All Hallows College
Professor Mario I Aguilar, University of St Andrews
Approved.
- 5.9 Student ref. GSB/2011/A1/5.9, PhD, All Hallows College
Dr Patricia Kieran, Mary Immaculate College of Education, University of
Limerick
Approved.
- 5.10 Student ref. GSB/2011/A1/5.10, PhD, All Hallows College
Dr Patrick Walsh, Institute of Education, University of London
Approved.
- 5.11 Student ref. GSB/2011/A1/5.11, PhD, All Hallows College
Dr Gary O'Reilly, University College Dublin
Approved.
- 5.12 Student ref. GSB/2011/A1/5.12, PhD, All Hallows College
Professor William Desmond, Katholieke Universiteit Leuven
Approved.
- 5.13 Student ref. GSB/2011/A1/5.13, MSc, School of Health and Human
Performance
Dr Randall F Gearhart, Ashland University, Ohio, USA
Approved.
- 5.14 Student ref. GSB/2011/A1/5.14, PhD, School of Health and Human
Performance
Professor Noel G McElvaney, Beaumont Hospital and Royal College of
Surgeons in Ireland
Approved.
- 5.15 Student ref. GSB/2011/A1/5.15, PhD, School of Health and Human
Performance
Dr Patrick J Smyth, University of Limerick
Approved.

6. Requests for changes to supervisory arrangements

- 6.1 Student ref. GSB/2011/A1/6.1, Dublin City University Business School
Approved.
- 6.2 Student ref. GSB/2011/A1/6.2, Dublin City University Business School
Approved.
- 6.3 Student ref. GSB/2011/A1/6.3, Dublin City University Business School
Approved.
- 6.4 Student ref. GSB/2011/A1/6.4, School of Nursing
Approved.
- 6.5 Student ref. GSB/2011/A1/6.5, School of Nursing
Approved.

7. Other student issues

7.1 Application to transfer to second year of full-time Master's by Research

Student ref. GSB/2011/A1/7.1, NICB

- 7.1.1 Approved on the basis that the research conducted to date had been carried out in close conjunction with a professor of the University.
- 7.1.2 Agreed, as a general principle, that students requesting transfer into Master's programmes by research or PhD programmes should be considered for admission into a year not higher than second year. Agreed that all such requests should be considered by the Faculty in the first instance and should then, as appropriate, be submitted to the GSB for final decision.
- 7.1.3 Noted that it was no longer the case that Master's students paid half fees in the event of a third year of research. The importance of ensuring that information about matters such as fees was conveyed to all interested parties in a timely fashion was noted.

7.2 Application to transfer from Trinity College Dublin to the part-time PhD programme

Student ref. GSB/2011/A1/7.2, School of Communications

Decision deferred pending receipt of additional information from the proposed supervisor about whether a transfer was actually being requested or an application

as a new research student was proposed, and further details about the proposed programme of research. Dr Brereton undertook to contact the proposed supervisor about these matters.

7.3 Request for extension of registration

Student ref. GSB2/011/A1/7.3, School of Applied Language and Intercultural Studies

Approved.

SECTION C: POLICY AND STRATEGY ISSUES

8. Proposed Graduate Training Elements

None.

9. Proposals on the award of Higher Doctorates

The following were agreed:

- the references to the anonymity of the adjudicator will be removed
- the last sentence in Section B 1. a. ii will be removed
- consideration will be given to the inclusion of a Doctor of Business (or similar title)
- it will be stipulated that the assessors are to be approved by the Graduate Studies Board
- the Chair will seek the advice of the President, Professor Brian MacCraith, and the Deputy President/Registrar, Professor Anne Scott, as to the approval procedures that should be put in place, taking due cognisance of the importance of building on existing procedures to the extent possible and also of the importance of ensuring that approval takes place at an appropriately senior level
- the Chair may also discuss with the Dean of the Faculty of Science and Health, Professor Malcolm Smyth, the role of the Chairs' Committee within the Faculty and the extent to which it might be appropriate to use this as an approval route
- if appropriate following these consultations, a revised version of the proposals will be submitted for the consideration of the GSB.

10. Research application processes

10.1 Agreed that the numerical scores should be replaced by tick boxes, that competence in the English language would be included among the areas which should be ticked as being satisfactory if a student is to be admitted, that the form would be revised by the Registry in the light of these decisions and that it would then be submitted to the Chair with a request for approval by means of Chair's action.

10.2 Noted that training in the use of the PAC system would be made available to relevant staff members.

11. Policy on management of late forms

Approved. Agreed that the Chair would e-mail the policy to all campuses and that the e-mail would be accompanied by a schedule of dates of Graduate Studies Board meetings and corresponding submission dates for forms, as advised by the Registry.

12. Any other business

None.

Date of next meeting:

**Thursday 3 March 2011
9.00 a.m. in A204**

Signed: _____
Chair

Date: _____