GRADUATE RESEARCH STUDIES BOARD

DRAFT MINUTES

Thursday 17 October 2013

9.00 a.m.-12.20 p.m. in A204

Present: Dr Lisa Looney (Chair), Ms Gillian Barry, Professor Liam Barry,
Ms Lisa Buckley, Ms Goretti Daughton, Dr Bernadette Flanagan,
Dr Gabriel Flynn, Ms Mairéad Nic Giolla Mhichíl,
Dr Ekaterina Kozina, Ms Ann McCartney, Ms Louise McDermott
(Secretary), Dr Enda McGlynn, Dr Ciarán Mac Murchaidh,
Professor Colm O'Gorman, Dr Ana Terrés, Dr Blánaid White

Apologies: Dr Kevin Rafter

In attendance: Mr Paul Sheehan (for Item 5)

The Chair welcomed Ms Lisa Buckley of Student Awards in the Registry to her first
meeting of the GRSB as well as welcoming Mr Paul Sheehan, Director of Library Services,
who was in attendance for one item.

SECTION A: MINUTES AND RELATED ISSUES

1.   **Adoption of agenda**

The agenda was adopted subject to the inclusion of one additional submission under
Item 12, two additional submissions under item 13.2 and two submissions under
Item 14.

2.   **Minutes of the meeting of 9 September 2013**

The minutes were confirmed subject to the correction of a typographical error in the
last line of Item 3.20 and of a numbering error in Item 8. They were signed by the
Chair.

3.   Matters arising from the minutes

3.1   Noted that the revised PGR forms were now available and that they should be used in place of the previous versions. (Item 3.2)

3.2   Agreed that it would not be necessary, at this time, to make recommendations with respect to the timeframes for completion of research degrees, as the present timeframes appear fit for purpose. (Item 3.4)

3.3   Noted that the Chair, Ms McCartney and representatives of the Students' Union had had a fruitful discussion about a number of issues with respect to student representation on committees. The SU wishes to address the issue of relatively low engagement by research students both with committees and with management issues in the University generally. One of their initiatives will be the development of a Facebook page for research students. Consideration will also be given to making the system for identifying the student representative on the GRSB more effective and ensuring better articulation with student representation on Faculty Research Committees than is the case at present. A further issue to be considered is the attractiveness or otherwise of student events (such as social events) from the perspective of research students. The SU, through Mr Ciarán O'Connor, Vice-President – Education Officer, will further these issues and will remain in contact with the Chair in respect of future GRSB student representatives. (Item 3.9)

3.4   Noted that, in due course, consideration would be given to the possibility that electronic as distinct from hard copies of theses might be made available to examiners. (Item 3.12)

3.5   Noted that the *DCU Guidebook for Research Students* would be made available shortly. (Item 3.14)

3.6   Noted that the *Roles and Responsibilities* guidance document had been made available to all stakeholders. (Item 3.14)

3.7   Noted that revisions to module descriptors for GTEs were to be carried out in the School of Computing. (Item 3.16)

3.8   Noted that a meeting to review the effectiveness of the pilot exercise in online annual progression reporting would take place in November 2013. (Item 3.17)

3.9   Noted that a decision on a PGR3 form had been deferred pending further information from a School. (Item 3.19)

3.10 Noted that, in due course, consideration would be given to the role of an additional external examiner (if appointed in a case of disagreement between the original examiners). (Item 3.20)

3.11   Noted that consideration would be given to making YouTube videos in collaboration with student representatives and other research students. (Item 6.3)

3.12   Noted that discussion was ongoing about the possibility of improved alignment between the information available via DORAS and the information on the Research Support System with respect to potential supervisors' areas of expertise. (Item 6.4)

3.13   With respect to the guidance on recruitment and selection of research students, the Chair noted that it had been broadly welcomed and that such feedback as she had received had tended to relate to issues of wording. It was agreed that it would be helpful to distinguish between solicited and unsolicited applications from potential research students, particularly from the perspective of expectations with regard to level of detail of feedback. It was agreed to include a section focusing on international students. She noted the importance of the provision of adequate and appropriate information for potential research students and the fact that it was intended that the Graduate Studies Office and Registry web pages would be reviewed seeking alignment in this respect and that individual School web pages would be examined to see how well this is addressed. (Item 6.5)

3.14   Noted that a revised PGR3 form, with a sentence deleted as requested by the GRSB, was awaited from a School.   (Item 8.15)

3.15   Noted that, in two cases, a revised PGR3 form, completed in appropriate detail and containing assurances as requested by the GRSB, was awaited from a School. (Items 8.16 and 8.21)

3.16   Noted that an appropriately revised PGR3 form had been made available and had been deemed approved, and that it had been mentioned to a School that the additional examiner (from outside DCU) should not act as external examiner at the point of final examination and, equally, that she should not be referred to as 'external examiner' on the PGR3 form.   (Item 8.17)

3.17   Noted that a PGR3 form, revised as requested by the GRSB, was awaited from a School. (Item 8.24)

3.18   Noted, in the case of three PGR3 forms, that details with respect to supervisors which appeared, on the forms, to be problematic were in fact not so and that the details stored on the ITS system were correct. (Items 8.25, 8.26 and 8.27)

3.19   Noted that the official minutes (on crested paper) of the GSB meeting of 5 May 2011 had been amended to include details of four approved PGR4 forms which had been missing from the original. (Item 9)

3.20   Noted that the potential usefulness of a non-disclosure agreement with an external examiner would be discussed in due course. (Item 9)

3.21   Noted that a revised PGR4 form, with wording deleted as requested by the GRSB, was awaited from a School. (Item 9.4)

3.22   Noted that the name of a School had been included, appropriately, on two PGR4 forms. (Items 9.5 and 9.6)

3.23   Noted, in the case of a PGR4 form, that it had been mentioned to a School that the independent Chair must be a member of a School (though not necessarily the School with which the student is registered). (Item 9.8)

3.24   Noted, in the case of three PGR4 forms, that it had been mentioned to a School that it is important that the independent Chair of a *viva voce* examination be a person experienced in doctoral supervision. (Items 9.8, 9.26 and 9.35)

3.25   Noted, in the case of a PGR4 form, that the word length of the thesis had been confirmed as being 90,000 and that an alternative nomination as external examiner was awaited. (Item 9.9)

3.26   Noted that the attention of a School had been drawn to Section 10.2.6 of *Academic Regulations for Postgraduate Degrees by Research and Thesis* (with respect to the appointment by a School of more than one external examiner from the same department in the same institution within a given academic year).
(Items 9.11 and 9.12)

3.27   Noted that a School had provided the years of publication in respect of an external examiner's publications. (Item 9.17)

3.28   Noted that it had been mentioned to two Schools that an independent Chair is not normally required in the case of a submission for a Master's degree as there is not normally a *viva voce* examination. (Items 9.18 and 9.21)

3.29   A nomination for an external examiner for an EdD student in the School of Education Studies was approved, the decision having previously been deferred. The nominee is Professor Peter Bradshaw of the University of Huddersfield.
(Item 9.20)

3.30   Noted that a School intended to resubmit a PGR4 form, containing details of an alternative external examiner nominee. (Item 9.30)

3.31   A request for extension of registration in respect of a student in the School of Mechanical and Manufacturing Engineering was approved. The nomination of the external examiner, Professor Gianfranco Palumbo, Politecnico di Bari, was approved.   (Items 9.33 and 10.20)

3.32   Noted that, in two cases, a revised PGR4 form had been submitted and had been deemed approved. (Items 9.37 and 9.42)

3.33   Noted, in the case of a PGR4 form, that confirmation had been obtained that the student is not a staff member (and therefore does not require two external examiners), and the form had therefore been deemed approved. (Item 9.38)

3.34   Noted that an appropriately revised PGR4 form had been submitted and had been deemed approved. (Item 9.41)

3.35   Noted that the importance of accurate noting of a student's registration status had been mentioned to a School. (Item 10)

3.36   Noted that consideration would be given to the provision of a standard form for submission of requests for extension to registration, should it be deemed appropriate and necessary. (Item 10)

3.37   Noted that it had been brought to the attention of the relevant Faculty Awards Board for Research Degrees that a student was likely to require more than one year for revisions to a thesis. (Item 10.9)

3.38   Noted that the usual residency requirement had been mentioned to a School, as had the importance of putting systems in place to facilitate completion of the thesis in a timely manner now that the student has gone to live abroad again. (Item 10.10)

3.39   Noted that the minutes of the meetings of the GSB of 18 April 2013, 23 May 2013 and 27 June 2013 had been approved by Academic Council at its meeting of 9 October 2013. (Item 11.1)

3.40   With respect to a request for remote participation by some of the parties involved in a *viva voce* examination, it was noted that it had been superseded by events and the *viva* had in fact taken place face to face. (Item 11.2)

3.41   Noted that a special-case admission request to Year 3 of the full-time PhD programme in the School of Nursing and Human Sciences had been approved by Chair's action on 1 October 2013.

SECTION B: POLICY AND STRATEGY ISSUES

4.   Proposed Graduate Training Elements:

None.

5. **Presentation: downloading and citing research theses on DORAS**

5.1 Mr Paul Sheehan, Director of Library Services, <u>noted</u> in the course of his presentation the significance of DORAS in terms of facilitating citation of publications, but theses in particular, with consequent advantages in relation to such issues as technology transfer, commercialisation and grant application. It would be desirable for the University to have a mandate with respect to DORAS, and indeed mandates with respect to institutional repositories form a core feature of many calls for funding including Horizon 2020.

5.2 In the ensuing discussion, Mr Sheehan <u>noted</u> that the Library is in the process of considering a number of services (including but not confined to the British Library EThOS online service) with a view to ascertaining which ones it would be most advantageous to join. A link with DART-Europe is already in place.

5.3 It was <u>noted</u> too that, given the trend towards online provision of theses and away from hard copy, it would probably not be a productive use of time to give consideration to revising the current regulations with respect to the presentation of hardcopy theses.

5.4 The Chair, on behalf of the GRSB, expressed appreciation to Mr Sheehan both for his presentation and for his commitment to facilitating the University's research mission through the work of the Library. She <u>noted</u> too that advice with respect to DORAS had been incorporated into the guidelines on PhD by publication.

6. **Processes and templates for collaborative research supervision**

6.1 It was <u>agreed</u> that the term 'mobility' should be replaced by wording relating to presence on campus, to obviate possible confusion. It was <u>agreed</u> also to delete the wording '(including appropriate level of review of partner institution)' and the references to co-supervision from the flowcharts.

6.2 A discussion took place on the extent to which some of the functions referred to in the *Policy on Research Supervision and Awards in Collaboration with Other Institutions*, which has already been approved by the University and on which the draft processes and templates are based, could be carried out by a nominee of the Dean rather than the Dean him/herself. It was <u>agreed</u> that this matter would be referred to Executive. It was <u>agreed</u> also to refer to Executive a proposal to replace the references to 'agreement' with references to 'agreement(s)' to take account of the existence of different types of agreement (for example, some involve intellectual property issues and others that do not). Prior to this, the Chair will discuss the issues with relevant staff in the Registry, RIS and Invent.

6.3 It was <u>agreed</u> that, subject to the changes noted at Item 6.1 above and any changes that might arise from the decisions noted at Item 6.2 above, the processes and template would be used as required.

7. Proposed revisions to Higher Doctorate policy

7.1 The Chair <u>noted</u> that this policy was being implemented for the first time (with the first award due to be made on 9 November 2013), and that the implementation process had indicated a need for some revisions to it. She expressed appreciation to staff in Registry and the Faculty of Science and Health for their work on the issues.

7.2 The draft revised policy was <u>approved</u> subject to the following:
- there should be reference to the possibility of a nominee of the Dean carrying out certain tasks, as appropriate (rather than its being assumed that the Dean must do everything)
- there should be provision in Section 3.1 for informal discussion by the potential candidate with the Dean of Faculty (or nominee) prior to the submission of an application
- in Section 3.2, it should be specified that the review group is a subcommittee of the Faculty Awards Board for Research Degrees consisting of those members of the Faculty Awards Board who are professors or associate professors, and that it may also include emeritus professors; this subcommittee must be chaired by the Dean of Faculty even if the practice is that the Faculty Awards Board itself is chaired by the Associate Dean for Research
- in Section 4.1, it should be specified that the Dean of Faculty should consult relevant colleagues about the nomination of internal and external assessors
- point (iv) in Section 6.1 is not needed and should be deleted
- a form of words should be included in Section 9.2 that addresses the fact that journal articles in PDF format cannot be included on DORAS; consideration might be given to referring to a list of publications incorporating Digital Object Identifiers where possible
- the word 'redacted' should not be used in the document.

7.3 It was <u>agreed</u> that a final draft of the revised policy would be circulated electronically for the consideration of the GRSB and, once approved by the GRSB, would be submitted for the consideration of Academic Council at its meeting of 11 December 2013.

8. Proposal on MPhil award

8.1 In the course of the discussion about the proposal, the following were <u>noted</u>:
- there tend to be different perceptions of the title 'MPhil' in different disciplines and in different countries within the English-speaking world

- the MPhil is perceived as being a more 'portable' award for entry to doctoral-level study in some disciplines
- none the less, it would be important to ensure that no title is introduced that might indicate, within a particular discipline, that an award is being made to a student on the basis that he/she had to exit a programme by virtue of being unduly challenged by the higher award (e.g. PhD, professional doctorate) originally envisaged, or that he/she had been unable to achieve such a higher award for personal reasons; equally, it would be important to avoid creating what might be perceived as a hierarchy within Master's awards
- it is potentially helpful to distinguish between a research and a taught Master's degree by means of the title of the award.

8.2   It was <u>noted</u> that the Doctorate in Education in St Patrick's College, accredited in 2003/04, had incorporated a recommendation that MPhil be an exit award, and that the accreditation report had been approved by Academic Council on 25 June 2004; however, the award of MPhil had not been activated since then. The appropriateness of a MPhil award, such as that proposed, to the likely exit stage of an EdD candidate was questioned.

8.3   The principle of having an award of MPhil available in the University, for such disciplines in which it is deemed to be required and/or useful, was broadly supported. Questions arise, however, as to what the criteria might be for designating an award as MPhil. The issue of the credit rating of the MPhil (indicated as 180 in the proposal), in the context of credit ratings for other Master's awards, would also require clarification.

8.4   It was <u>agreed</u> that the proposers, in consultation, if considered appropriate, with other interested parties, would redraft the proposal to take account of the matters raised and submit it to the Chair so that it could be made available for further discussion in Faculties.

9.   Report on GRSB activities 2012/13

The issues listed in the report – both significant policy/strategy issues and ongoing activities – were <u>noted</u>, as were the details in relation to numbers and types of individual student issues that had been dealt with. The Chair <u>noted</u> that student feedback had been particularly positive with respect to the enhanced transparency following from the implementation of *Roles and Responsibilities* guidance. She expressed appreciation to the GRSB membership and all others involved in furthering the activities of the GRSB in 2012/13.

10.   Report on orientation/exit survey outcomes

10.1   Dr Kozina <u>noted</u> that attendance at the research student orientation sessions 2013, while not compulsory, had been strongly recommended and that certificates would be made available to participants. There had been some disparities across Faculties with respect to levels of participation, and some issues with respect to shortfalls between numbers registered to attend sessions and numbers actually in attendance. However, this had been somewhat mitigated by unregistered students attending.

10.2   It was <u>noted</u> that, although full information on orientation is available to all supervisors and students, its impact may be lessened by heavy volumes of e-mail traffic, and <u>agreed</u> that consideration might be given to the use of low-tech methods of reaching stakeholders such as the provision of posters.

10.3   The exit survey is to be made available by 7 November 2013. The questions were devised at sectoral level, following discussion. Issues to note, when the results over time are analysed, are likely to include the impact of GTEs and of the introduction of supervisory panels.

SECTION C: INDIVIDUAL STUDENT ISSUES

11.   Applications for transfer to the PhD register or confirmation on the PhD register

11.1   Student ref. GRSB/2013/A7/11.1, School of Applied Language and Intercultural Studies
<u>Approved.</u>

11.2   Student ref. GRSB/2013/A7/11.2, School of Biotechnology
<u>Approved</u> subject to the modification of the wording in Section 1a of the form.

11.3   Student ref. GRSB/2013/A7/11.3, Dublin City University Business School
<u>Approved</u> subject to clarification of the year of the PhD into which the student is to transfer and confirmation that this is consistent with the proposed completion time indicated on the form.

11.4   Student ref. GRSB/2013/A7/11.4, Dublin City University Business School
<u>Approved.</u>

11.5   Student ref. GRSB/2013/A7/11.5, School of Chemical Sciences
<u>Approved.</u>

11.6   Student ref. GRSB/2013/A7/11.6, School of Chemical Sciences
<u>Approved.</u>

11.7   Student ref. GRSB/2013/A7/11.7, School of Computing Engineering
<u>Approved.</u>

11.8   Student ref. GRSB/2013/A7/11.8, School of Computing
<u>Approved.</u>

11.9   Student ref. GRSB/2013/A7/11.9, School of Electronic Engineering
        Approved.
11.10   Student ref. GRSB/2013/A7/11.10, School of Electronic Engineering
        Approved.
11.11   Student ref. GRSB/2013/A7/11.11, School of Electronic Engineering
        Approved subject to the provision of a fully typed form.
11.12   Student ref. GRSB/2013/A7/11.12, School of Electronic Engineering
        Approved.
11.13   Student ref. GRSB/2013/A7/11.13, School of Health and Human
        Performance
        Approved.
11.14   Student ref. GRSB/2013/A7/11.14, School of Health and Human
        Performance
        Approved.

Agreed that it would be helpful to provide guidance to supervisors and examiners on the completion of the PGR3 form and that this would be done.

12.   Appointment of external examiners

12.1   Dr Bernadette O'Rourke, Heriot-Watt University
        Student ref. GRSB2013/A7/12.1, PhD, School of Applied Language and
        Intercultural Studies
        Approved.
12.2   Dr Andrew Hall, Universities of Greenwich and Kent at Medway
        Student ref. GRSB2013/A7/12.2, MSc, School of Biotechnology
        Approved.
12.3   Dr Abraham Esteve Núñez, Universidad de Alcalá
        Student ref. GRSB2013/A7/12.3, PhD, School of Biotechnology
        Approved with respect to the nominated internal examiner. Noted that the
        external examiner had already been approved.
12.4   Professor Michael Morris, University College Cork
        Student ref. GRSB2013/A7/12.4, PhD, School of Biotechnology
        Approved.
12.5   Dr Patrick Purcell, University College Dublin
        Student ref. GRSB2013/A7/12.5, PhD, School of Biotechnology
        Approved.
12.6   Professor Joaquim Cabral, Technical University of Lisbon
        Student ref. GRSB2013/A7/12.6, PhD, School of Biotechnology
        Approved.
12.7   Professor Marc Goergen, Cardiff University
        Student ref. GRSB2013/A7/12.7, PhD, Dublin City University Business
        School
        Approved.

12.8   Dr Eadaoin Tyrrell, Institute of Technology, Sligo

Student ref. GRSB2013/A7/12.8, MSc, School of Chemical Sciences
Approved subject to confirmation that there is no breach of regulations in respect of the number of previous appointments.

12.9   Professor Grady Venville, University of Western Australia
Student ref. GRSB2013/A7/12.9, PhD, School of Chemical Sciences
Approved.

12.10   Dr Cristina Lagunas, Queen's University Belfast
Student ref. GRSB2013/A7/12.10, PhD, School of Chemical Sciences
Approved.

12.11   Dr Richard Holliman, The Open University
Student ref. GRSB2013/A7/12.11, PhD, School of Communications
Approved.

12.12   Professor Stephen Robertson, City University, London
Student ref. GRSB2013/A7/12.12, PhD, School of Computing
Approved.

12.13   Dr Benoit Huet, Institut Eurécom, France
Student ref. GRSB2013/A7/12.13, MSc, School of Computing/CLARITY
Approved.

12.14   Professor William Buchanan, Edinburgh Napier University
Student ref. GRSB2013/A7/12.14, PhD, School of Electronic Engineering
Approved.

12.15   Professor Sergio Velastin, Kingston University
Student ref. GRSB2013/A7/12.15, PhD, School of Electronic Engineering
Approved.

12.16   Mr Ciarán McDonnell, Mater Misericordiae Hospital/Mater Private Hospital/Beacon Hospital
Student ref. GRSB2013/A7/12.16, PhD, School of Health and Human Performance
Approved.

12.17   Dr Gareth Davison, University of Ulster
Dr Catherine Weikart Yeckel, Yale University
Student ref. GRSB2013/A7/12.17, PhD, School of Health and Human Performance
Approved.

12.18   Dr Drew Harrison, University of Limerick
Student ref. GRSB2013/A7/12.18, PhD, School of Health and Human Performance
Approved.

12.19   Professor Alan Donnelly, University of Limerick
Student ref. GRSB2013/A7/12.19, PhD, School of Health and Human Performance
Approved.

12.20   Professor Gareth Stratton, Swansea University
Student ref. GRSB2013/A7/12.20, PhD, School of Health and Human Performance
Approved.

12.21   Professor Ray Murphy, National University of Ireland, Galway
        Student ref. GRSB2013/A7/12.21, PhD, School of Law and Government
        Approved.
12.22   Professor John Horgan, University of Massachusetts Lowell
        Student ref. GRSB2013/A7/12.22, PhD, School of Law and Government
        Approved.
12.23   Dr Jeroen Gunning, Durham University
        Student ref. GRSB2013/A7/12.23, PhD, School of Law and Government
        Approved. Agreed, however, that it would be necessary to appoint a second
        external examiner, as the candidate is a member of staff.
12.24   Dr Leonardo Baccini, London School of Economics and Political Sciences
        Student ref. GRSB2013/A7/12.24, PhD, School of Law and Government
        Approved.
12.25   Dr Craig Murray, Lancaster University
        Student ref. GRSB2013/A7/12.25, PhD, School of Nursing and Human
        Sciences
        Approved.
12.26   Dr Aislinn O'Donnell, Mary Immaculate College, University of Limerick
        Student ref. GRSB2013/A7/12.26, PhD, Education Department,
        St Patrick's College
        Approved.
12.27   Professor Kathleen Lynch, University College Dublin
        Student ref. GRSB2013/A7/12.27, PhD, Education Department,
        St Patrick's College
        Approved.
12.28   Professor Mary Brooks, Dalhousie University
        Student ref. GRSB2013/A7/12.28, PhD, School of Law and Government
        Approved.

13.   Other student issues

13.1   Outcome of meeting of GRSB Appeals Subcommittee (2 October 2013; reconvened 4 October 2013)

13.1.1 The report of the Appeals Subcommittee was circulated and the decisions approved. The Chair noted that she would now send a letter to each of the three appellants stating the outcome of the appeal.

13.1.2 The Chair thanked Professor O'Gorman, who had chaired the Subcommittee in her stead as she had previously had involvement with some aspects of all three appeals submitted for consideration, as well as thanking the other members of the Subcommittee for their work.

13.1.3 The Chair <u>noted</u> that a standard operating procedure with respect to appeals (not confined to appeals against progression decisions, though the three recent appeals had all involved progression decisions) would be drawn up, that practice in other institutions would be noted and that the draft procedure and associated issues would be considered by the GRSB at its meeting of 28 November 2013.

13.2   Requests for extension to registration period

13.2.1 Student ref. GRSB/2013/A7/13.2.1, School of Applied Language and Intercultural Studies
<u>Approved.</u>

13.2.2 Student ref. GRSB/2013/A7/13.2.2, School of Applied Language and Intercultural Studies
<u>Approved.</u>

13.2.3 Student ref. GRSB/2013/A7/13.2.3, School of Applied Language and Intercultural Studies
<u>Approved.</u>

13.2.4 Student ref. GRSB/2013/A7/13.2.4, School of Biotechnology/ICNT
<u>Approved.</u>

13.2.5 Student ref. GRSB/2013/A7/13.2.5, School of Biotechnology/ICNT
<u>Approved.</u>

13.2.6 Student ref. GRSB/2013/A7/13.2.6, School of Biotechnology/NICB
<u>Approved.</u>

13.2.7 Student ref. GRSB/2013/A7/13.2.7, Dublin City University Business School
<u>Approved.</u>

13.2.8 Student ref. GRSB/2013/A7/13.2.8, School of Health and Human Performance
<u>Approved.</u>

13.2.9 Student ref. GRSB/2013/A7/13.2.9, School of Law and Government
<u>Approved.</u>

13.2.10 Student ref. GRSB/2013/A7/13.2.10, School of Law and Government
<u>Approved.</u>

13.2.11 Student ref. GRSB/2013/A7/13.2.11, School of Law and Government
<u>Approved.</u>

13.2.12 Student ref. GRSB/2013/A7/13.2.12, Physical Sciences
<u>Approved.</u>

13.2.13 Student ref. GRSB/2013/A7/13.2.13, School of Nursing and Human Sciences
<u>Approved.</u>

13.2.14 Student ref. GRSB/2013/A7, 13.2.14, School of Electronic Engineering
<u>Approved.</u>

<u>Noted</u> that information about card fee status, occasionally provided in the context of requests for extension to the registration period, is not relevant to the requests and is therefore not taken into account in considering them. Permission to extend registration in no case supersedes usual processes for

attaining card fee status. <u>Agreed</u> that this would be noted to Schools as necessary.

14.   Any other business

14.1   The Chair <u>noted</u> that the Vice-President Academic Affairs had decided, in consultation with members of Senior Management, that the titles of doctoral degrees would not be read out at the November 2013 graduation ceremonies, for reasons relating to timing, on account of the large number of doctoral students due to graduate; instead, the titles will be printed in the convocation booklet. The decision will be kept under review with respect to future graduation ceremonies. Suggestions were made about possible ways of highlighting the titles, including having them projected behind the stage and referring to theses by general area of research rather than in terms of the full title. The Chair undertook to discuss these suggestions with the Registry at the time of review.

14.2   On behalf of the GRSB, the Chair congratulated Dr Mac Murchaidh on his appointment as Head of Fiontar, <u>noting</u> however that this change of role necessitated his stepping down from membership of the GRSB. She expressed appreciation to him, on behalf of the GRSB, for his significant commitment and contribution to the work of the committee during his period of membership.

Date of next meeting:

Thursday 28 November 2013
9.00 a.m. in A204

Signed: _____   Date: _____
            Chair