

GRADUATE STUDIES BOARD**MINUTES**

Thursday 3 May 2012

9.00 a.m.-12.00 midday in A204

- Present:** Dr Lisa Looney (Chair), Ms Gillian Barry, Dr Pat Brereton, Ms Goretti Daughton, Dr Tracy Dixon, Dr Gabriel Flynn, Ms Louise McDermott (Secretary), Dr Enda McGlynn, Dr Anne Morrissey, Dr Ciarán Mac Murchaidh, Professor Colm O’Gorman, Ms Caitríona Rowsome
- Apologies:** Dr Dermot Brabazon, Dr Bernadette Flanagan, Ms Mairéad Nic Giolla Mhichíl, Dr Christine Loscher, Ms Patricia Moore, Dr Ana Terres
- In attendance:** Professor Liam Barry, Ms Jennifer Bruton, Ms Gráinne Curran

The Chair welcomed Professor Liam Barry, incoming Associate Dean for Research in the Faculty of Engineering and Computing, to his first meeting of the Graduate Studies Board. She also expressed appreciation to Ms Jennifer Bruton for her significant contribution to the work of the GSB during her term of office as representative of the Associate Deans for Teaching and Learning/Education, noting that Ms Bruton was in attendance on this occasion instead of the new ADTL/E representative, Ms Mairéad Nic Giolla Mhichíl, who was unavoidably absent.

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

The agenda was adopted. It was noted that, as previously agreed and on the basis of unusual pressure of business, consideration of Items 11, 12 and 13 would be held over to an additional meeting of the GSB to take place on 17 May 2012.

2. Minutes of the meeting of 8 March 2012

The minutes were confirmed subject to the substitution of the words ‘in the absence of the necessary technical developments’ for the words ‘pending the necessary technical developments’ in Item 3.9. They were signed by the Chair.

3. Matters arising from the minutes

3.1 Noted that a reminder e-mail was being sent to students approaching the maximum registration period and that a structured system for identifying and communicating with such students in future would shortly be worked out and implemented.

(Item 3.1)

3.2 Noted that a reminder e-mail was being sent to students approaching the deadline for transfer to, or confirmation on, the PhD register and that a structured system for identifying and communicating with such students in future would shortly be worked out and implemented (Item 3.2)

3.3 Noted, with respect to the management of inter-institutional GTEs, that considerable work to agree and implement procedures had been undertaken both within DCU and between DCU and other institutions. An IUA workshop on the issue will shortly be hosted by DCU and will involve representatives from relevant offices in each institution (e.g. Registry, ISS or equivalents). (Item 3.9)

3.4 Noted that training for students and supervisors was being developed further. (Item 3.10)

3.5 Noted that an issue in respect of the rate of progress of a student had been mentioned to a supervisor. (Item 3.15)

3.6 Noted that the guidelines relating to *Academic Regulations for Postgraduate Degrees by Research and Thesis* had been reworded in respect of the following: extension to registration period; submitting requests for theses to be written in a language other than English or Irish; transfer/confirmation process. (Items 3.18, 7.2, 7.3, 7.4 and 7.5)

3.7 Noted that a policy on Recognition of Prior Learning in respect of research candidates would be considered by the GSB at its meeting of 28 June 2012. (Item 3.19)

- 3.8** Noted that the Extracurricular Committee had confirmed that the module descriptor for the Uaneen Module was accurate and up to date. (Item 3.22)
- 3.9** Noted that the numbers of students residing abroad were small, that there was no particular need to conduct further analysis of this matter at present, and that any issues that arose could be dealt with in the context of *Academic Regulations for Postgraduate Degrees by Research and Thesis*. (Item 3.24)
- 3.10** Noted that the card fee deadline had been moved to the first working Monday in January and that the associated procedures were being put in place. (Item 3.26)
- 3.11** Noted that a diagram with dates and deadlines relating to research students had been made available. Agreed that Dr Looney and Dr Mac Murchaidh would discuss the issue of access to the diagram for staff and students in St Patrick's College. (Item 3.27)
- 3.12** Noted that an information page for supervisors had been made available on line and that Dr Looney had presented on this issue to the Heads' and Deans' meeting of 24 April 2012. Dr Looney requested the members of the GSB to highlight the availability of the page to colleagues as appropriate. (Items 3.27 and 7.1)
- 3.13** The proposal on English-language requirements (relating to the Faculty of Engineering and Computing) was approved subject to the inclusion of a statement as to what is to happen in the event of failure to attain the required standard within the first full registration period (i.e. the student deregisters) and of a statement to the effect that progress in regard to language competence is to be recorded on the PGR2 (annual progress report) form. The proposal, in its amended form, will be submitted for the consideration of the University Standards Committee at its meeting of 7 June 2012. (Item 3.30)
- 3.14** Noted that the relevant academic year had been indicated on a PGR3 form. (Item 4.2)
- 3.15** With regard to the validity of the length of approval of an examiner, it was agreed that, in the event of a lapse of time (12 months or more) between the approval of a PGR4 form and submission for examination, and a proposal that a new examiner, or new examiners, be nominated, the agreement of the student that a new nomination process take place must be obtained. (Item 5)

- 3.16** Noted, in the case of a nominated external examiner in respect of whose supervisory experience a query had been raised, that an alternative nomination was in the papers of the present meeting. (Item 5.9)
- 3.17** Noted that the names of both supervisors had been indicated on a PGR4 form. (Item 5.15)
- 3.18** Noted that satisfactory information had been obtained about the experience of a nominated external examiner in terms of supervising and examining, and the nomination had therefore been deemed approved. (Item 5.21)
- 3.19** Noted that satisfactory information had been obtained about the experience of a nominated external examiner in terms of supervising and examination, and about the nominee's previous nominations, and the nomination had therefore been deemed approved. (Item 5.24)
- 3.20** Noted that the first sentence of the policy on learning support duties had been reworded and that a presentation on the issue had been made to the Heads' and Deans' meeting of 24 April 2012. (Item 10.2)
- 3.21** Noted that an issue relating to Diploma Supplements had been clarified by the Registry. (Item 11)
- 3.22** Noted that the Excel summary template in respect of changes to supervisory arrangements had been made available to Faculties. (Item 11.2)
- 3.23** Noted that the following items would be removed from the list of matters arising and would be reported on to the GSB as and when relevant:
- Facebook page for students
 - relevant updates to terms of reference of Academic Council
 - nomination of taught postgraduate student on Academic Council 2012/13
 - nomination procedure for student representative on GSB
 - practice elsewhere in relation to representation of taught postgraduate students
 - proposals on policies about GTEs (following the HEA review of Fourth Level Ireland)
 - issues in respect of full-time/part-time registration
 - desirability or otherwise of the Uaneen Module being a GTE
 - management of professional doctorates
 - management issues relating to accommodation scholarships
 - monitoring of appointments with a view to avoiding overly close relationships with other institutions

- joint and dual awards
- policy on learning support duties to be included in the research student handbook.

SECTION B: INDIVIDUAL STUDENT ISSUES

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

- 4.1 Student ref. GSB/2012/A3/4.1, School of Biotechnology
Approved.
- 4.2 Student ref. GSB/2012/A3/4.2, School of Biotechnology
Approved.
- 4.3 Student ref. GSB/2012/A3/4.3, School of Biotechnology
Approved.
- 4.4 Student ref. GSB/2012/A3/4.4, School of Biotechnology
Approved.
- 4.5 Student ref. GSB/2012/A3/4.5, Dublin City University Business School
Approved.
- 4.6 Student ref. GSB/2012/A3/4.6, School of Chemical Sciences
Approved.
- 4.7 Student ref. GSB/2012/A3/4.7, School of Chemical Sciences
Not approved pending confirmation that an examination for confirmation on the PhD register had taken place. Noted that, if such an examination had not taken place, it would need to be organised.
- 4.8 Student ref. GSB/2012/A3/4.8, School of Computing
Approved.
- 4.9 Student ref. GSB/2012/A3/4.9, School of Education Studies
Approved, on an exceptional basis. Noted that this was the first instance of a student on an EdD programme wishing to transfer to PhD. Noted that, in line with international practice, future such requests for transfer from taught to research programmes at a relatively advanced stage would normally not be approved. Agreed that the student in question here must be informed of the completion timeline expected of him in light of standard PhD completion times. Agreed that it would be essential to protect the identity and integrity of both types of doctoral programme and that, at a future date, transfer criteria and timelines would be drawn up.
- 4.10 Student ref. GSB/2012/A3/4.10, School of Education Studies
Approved.

- 4.11 Student ref. GSB/2012/A3/4.11, School of Electronic Engineering
Approved.
- 4.12 Student ref. GSB/2012/A3/4.12, School of Electronic Engineering
Approved. Agreed that the School would be asked to reword the contents of the last section of part 2 of the form, removing the reference to 'award', and to move these contents to the previous section.
- 4.13 Student ref. GSB/2012/A3/4.13, School of Health and Human Performance
Approved.
- 4.14 Student ref. GSB/2012/A3/4.14, School of Health and Human Performance
Approved.
- 4.15 Student ref. GSB/2012/A3/4.15, School of Health and Human Performance
Approved.
- 4.16 Student ref. GSB/2012/A3/4.16, School of Mechanical and Manufacturing Engineering
Approved.
- 4.17 Student ref. GSB/2012/A3/4.17, School of Nursing and Human Sciences
Approved.
- 4.18 Student ref. GSB/2012/A3/4.18, School of Physical Sciences
Approved.

Noted that, where a student is a member of University staff, there is currently no requirement that there be two examiners at the transfer/confirmation stage.

Noted that no minimum registration period is specified before which an application for transfer to/confirmation on the PhD register may not be made.

5. Appointment of external examiners

- 5.1 Student ref. GSB/2012/A3/5.1, PhD, School of Applied Language and Intercultural Studies
Dr Éamon Ó Ciosáin, National University of Ireland, Maynooth
Approved.
- 5.2 Student ref. GSB/2012/A3/5.2, PhD, School of Applied Language and Intercultural Studies
Dr Lucia Specia, University of Sheffield
Approved.
- 5.3 Student ref. GSB/2012/A3/5.3, MA, School of Applied Language and Intercultural Studies
Dr Kevin Harvey, University of Nottingham
Approved.

- 5.4 Student ref. GSB/2012/A3/5.4, PhD, School of Biotechnology
Dr Raffaella Villa, Cranfield University
Approved.
- 5.5 Student ref. GSB/2012/A3/5.5, PhD, Dublin City University Business
School
Professor Riccardo Peccei, King's College London
Approved subject to confirmation that the nominated internal examiner is a
permanent member of staff or is otherwise deemed by the Dean of Faculty
to fulfil requirements.
- 5.6 Student ref. GSB/2012/A3/5.6, PhD, School of Chemical Sciences
Professor Alan Armstrong, Imperial College London
Approved.
- 5.7 Student ref. GSB/2012/A3/5.7, PhD, School of Chemical Sciences
Dr Melissa Hanna-Browne, Pfizer Global R&D Labs and University of
Warwick
Approved.
- 5.8 Student ref. GSB/2012/A3/5.8, PhD, School of Chemical Sciences
Professor Klaus Kümmerer, Leuphana Universität Lüneburg
Approved.
- 5.9 Student ref. GSB/2012/A3/5.9, PhD, School of Chemical Sciences
Professor Richard Brown, University of Southampton
Approved.
- 5.10 Student ref. GSB/2012/A3/5.10, PhD, School of Computing
Dr Matthew Loose, University of Nottingham
Approved.
- 5.11 Student ref. GSB/2012/A3/5.11, PhD, School of Computing
Dr Jean Everson Martina, University of Hertfordshire
Approved.
- 5.12 Student ref. GSB/2012/A3/5.12, MSc, School of Computing
Dr Cinzia Cappiello, Politecnico di Milano
Approved.
- 5.13 Student ref. GSB/2012/A3/5.13, PhD, School of Computing
Dr Paolo Ceravolo, Università degli Studi de Milano
Approved.
- 5.14 Student ref. GSB/2012/A3/5.14, PhD, School of Computing
Dr Sören Auer, Universität Leipzig
Approved.
- 5.15 Student ref. GSB/2012/A3/5.15, PhD, School of Computing
Professor Margaret O'Mahony, Trinity College Dublin
Approved.

- 5.16 Student ref. GSB/2012/A3/5.16, EdD, School of Education Studies
Approved.
- 5.17 Student ref. GSB/2012/A3/5.17, EdD, School of Education Studies
Professor Tony Gallagher, Queen's University Belfast
Approved following discussion.
- 5.18 Student ref. GSB/2012/A3/5.18, EdD, School of Education Studies
Dr Naomi Elliott, Trinity College Dublin
Approved.
- 5.19 Student ref. GSB/2012/A3/5.19, EdD, School of Education Studies
Dr Jennifer Riedl Cross, The College of William and Mary
Dr Caroline Heary, National University of Ireland, Galway
Approved subject to confirmation that the intention of the School had been to indicate, in the case of Dr Riedl Cross, that there is appropriate experience in terms of supervision and examination of research candidates.
- 5.20 Student ref. GSB/2012/A3/5.20, EdD, School of Education Studies
Professor John West-Burnham, St Mary's University College, London
Approved subject to receipt of a satisfactory justification for early submission.
- 5.21 Student ref. GSB/2012/A3/5.21, PhD, School of Electronic Engineering
Dr Tomás Ward, National University of Ireland, Maynooth
Approved.
- 5.22 Student ref. GSB/2012/A3/5.22, PhD, School of Electronic Engineering
Professor Jianwei Liu, Beihang University
Approved.
- 5.23 Student ref. GSB/2012/A3/5.23, PhD, School of Electronic Engineering
Professor Wout Joseph, Ghent University
Approved.
- 5.24 Student ref. GSB/2012/A3/5.24, PhD, School of Mathematical Sciences
Dr Onno van Gaans, Leiden University
Approved.
- 5.25 Student ref. GSB/2012/A3/5.25, PhD, School of Mechanical and Manufacturing Engineering
Dr Valerie Barron, National University of Ireland, Galway
Approved subject to confirmation that the nominee did not have an association with DCU in the last five years that would be precluded in regulations.
- 5.26 Student ref. GSB/2012/A3/5.26, PhD, School of Mechanical and Manufacturing Engineering
Dr Ismet Zakia Rahman, University of Limerick
Approved.

- 5.27 Student ref. GSB/2012/A3/5.27, PhD, School of Nursing and Human Sciences
Professor Paul Verhaeghe, Ghent University
Professor Agnes Higgins, Trinity College Dublin
Approved in the case of Professor Verhaeghe. Not approved in the case of Professor Higgins, as she is also a supervisor for a DCU student (in a different School).
- 5.28 Student ref. GSB/2012/A3/5.28, PhD, School of Physical Sciences
Professor Jonathan Aylott, University of Nottingham
Approved.
- 5.29 Student ref. GSB/2012/A3/5.29, PhD, School of Physical Sciences
Dr Paul Galvin, Tyndall National Institute, University College Cork
Approved.
- 5.30 Student ref. GSB/2012/A3/5.30, PhD, School of Physical Sciences
Professor Brian Norton, Dublin Institute of Technology
Approved.
- 5.31 Student ref. GSB/2012/A3/5.31, PhD, School of Physical Sciences
Professor Wouter van der Wijngaart, Royal Institute of Technology, Sweden
Approved.
- 5.32 Student ref. GSB/2012/A3/5.32, PhD, School of Physical Sciences
Dr Emyr MacDonald, Cardiff University
Approved.
- 5.33 Student ref. GSB/2012/A3/5.33, PhD, School of Physical Sciences
Professor Carsten Ronning, Friedrich-Schiller-Universität Jena
Approved.
- 5.34 Student ref. GSB/2012/A3/5.34, PhD, School of Physical Sciences
Professor Cormac McGuinness, Trinity College Dublin
Approved.
- 5.35 Student ref. GSB/2012/A3/5.35, PhD, School of Chemical Sciences
Professor Isabel Rozas, Trinity College Dublin
Approved. Agreed, however, that the student would be told that the maximum length for the thesis is 90,000 words.
- 5.36 Student ref. GSB/2012/A3/5.36, MSc, School of Computing
Dr Michael O'Grady, University College Dublin
Decision deferred pending clarification of some issues with the supervisor.
- 5.37 Student ref. GSB/2012/A3/5.37, PhD, School of Computing
Professor Stephen Robertson, Microsoft Research Cambridge
Approved in the case of the nominated external examiner. Decision deferred with respect to the nominated internal examiner pending discussion with the supervisor.

- 5.38 Student ref. GSB/2012/A3/5.38, PhD, School of Computing
Dr Kieron O'Hara, University of Southampton
Approved.
- 5.39 Student ref. GSB/2012/A3/5.39, PhD, School of Education Studies
Professor Agnes Higgins, Trinity College Dublin
Not approved, on the grounds that the nominee is also a supervisor for a DCU student.
- 5.40 Student ref. GSB/2012/A3/5.40, PhD, School of Education Studies
Professor Valentina Dagiene, Vilnius University
Approved. Agreed, however, that a second external examiner would be required.
- 5.41 Student ref. GSB/2012/A3/5.41, MEng, School of Electronic Engineering
Professor Yuan Dong, Tsinghua University
Approved following discussion.
- 5.42 Student ref. GSB/2012/A3/5.42, PhD, School of Mechanical and
Manufacturing Engineering
Dr Roussi Minev, London South Bank University
Approved. Noted, however, that the proposed of the thesis is unusually short and that this should be conveyed to the student with a request to ensure an appropriate length.
- 5.43 Student ref. GSB/2012/A3/5.43, PhD, School of Physical Sciences
Professor Gareth Redmond, University College Dublin
Approved.
- 5.44 Student ref. GSB/2012/A3/5.44, PhD, All Hallows College
Professor Brendan Leahy, St Patrick's College, Maynooth
Approved.
- 5.45 Student ref. GSB/2012/A3/5.45, PhD, School of Applied Language and
Intercultural Studies
Dr Lynne Bowker, University of Ottawa
Approved.
- 5.46 Student ref. GSB/2012/A3/5.46, PhD, School of Biotechnology
Dr Abraham Esteve Nuñez, University of Alcalá
Approved.
- 5.47 Student ref. GSB/2012/A3/5.47, PhD, School of Chemical Sciences
Professor David Parker, Durham University
Approved. Agreed, however, that the student would be told that the maximum length for the thesis is 90,000 words.
- 5.48 Student ref. GSB/2012/A3/5.48, PhD, School of Computing
Professor Tony Gorschek, Blekinge Institute of Technology
Approved.

- 5.49 Student ref. GSB/2012/A3/5.49, PhD, School of Education Studies
Professor Marja-Leena Stenström, University of Jyväskylä
Approved.
- 5.50 Student ref. GSB/2012/A3/5.50, EdD, School of Education Studies
Dr Pauline Joyce, Royal College of Surgeons in Ireland
Not approved, on the basis that *Academic Regulations* had not been met in terms of the lapse of time from the nominee's last involvement with the University. Agreed that the School would be requested to nominate an alternative external examiner.
- 5.51 Student ref. GSB/2012/A3/5.51, PhD, School of Education Studies
Professor Alistair Ross, London Metropolitan University and University of Bedfordshire
Dr Julie Athena Spinthourakis, University of Patras
Approved.
- 5.52 Student ref. GSB/2012/A3/5.52, EdD, School of Education Studies
Professor Gary Granville, National College of Art and Design
Approved.
- 5.53 Student ref. GSB/2012/A3/5.53, PhD, School of Mathematical Sciences
Dr John MacKenzie, University of Strathclyde
Approved.
- 5.54 Student ref. GSB/2012/A3/5.54, PhD, School of Mathematical Sciences
Dr Chenggui Yuan, Swansea University
Approved.
- 5.55 Student ref. GSB/2012/A3/5.55, MA, School of Theology, Mater Dei Institute of Education
Dr Rik Van Nieuwenhove, Mary Immaculate College, University of Limerick
Approved.
- 5.56 Student ref. GSB/2012/A3/5.56, PhD, School of Education, Mater Dei Institute of Education
Dr Pádraig Corkery, St Patrick's College, Maynooth
Approved.
- 5.57 Student ref. GSB/2012/A3/5.57, PhD, School of Computing
Dr Michael Shevlin, Trinity College Dublin
Professor John Gillespie, University of Ulster
Noted that the PGR4 form had already been approved by means of Chair's action on 24 April 2012.

- 5.58 Student ref. GSB/2012/A3/5.58, PhD, School of Education Studies
Professor Jack Whitehead, Liverpool Hope University
Dr Joan Walton, Liverpool Hope University
Approved in the case of Dr Walton. Not approved in the case of Professor Whitehead, on the basis that *Academic Regulations* had not been met in terms of the independence of the nominee. Agreed that the replacement nominee should not be selected from Liverpool Hope University. Agreed also that a satisfactory justification for early submission would need to be made. Agreed that this PGR4 form should be considered again at a future meeting of the GSB.
- 5.59 Student ref. GSB/2012/A3/5.59, PhD, School of Education Studies
Dr Martin Oliver, Institute of Education University of London
Dr Stephan Weibelzahl, National College of Ireland
Approved.
- 5.60 Student ref. GSB/2012/A3/5.60, PhD, School of Education Studies
Professor Jack Whitehead, Liverpool Hope University
Not approved, on the basis that *Academic Regulations* had not been met in terms of the independence of the nominee. Agreed that a justification for early submission would also be required. Agreed that the PGR4 form should be considered by a future GSB meeting.
- 5.61 Student ref. GSB/2012/A3/5.61, PhD, School of Health and Human Performance
Dr Brian Caulfield, University College Dublin
Approved.
- 5.62 Student ref. GSB/2012/A3/5.62, PhD, School of Health and Human Performance
Professor Alan Donnelly, University of Limerick
Approved.
- 5.63 Student ref. GSB/2012/A3/5.63, PhD, School of Electronic Engineering
Professor Hugh Davis, University of Southampton
Approved.
- 5.64 Student ref. GSB2012/A3/5.64, DMusPerf, Royal Irish Academy of Music
Dr James Garratt, University of Manchester
Decision deferred on the grounds that there is insufficient evidence at present to confirm that the appropriate duration for this programme is three rather than four years. Agreed that a review of the programme should be conducted with a view, *inter alia*, to obtaining expert advice on the suitability of the duration and that, to facilitate a decision in respect of the student in question, the review should be completed before the GSB meeting of 6 September 2012. Decision deferred in respect of the nominated external examiner.

Noted that some instances remained in which the PGR3 (transfer to/confirmation on the PhD register) and PGR4 (notification of intention to submit thesis) forms were submitted at the same time. Agreed that it would be important to communicate the necessity for submission of the PGR3 form at an appropriate, earlier, time.

Noted that there were indications of a clustering of nominations of individuals from a distant location, and agreed that this would be drawn to the attention of the relevant Head of School. Agreed that in a general sense, academic issues being equal, preference should be given to examiners situated closer to Ireland.

Noted that, in the case of a small number of forms, the amount of information provided is limited. Agreed that the Chair would discuss this matter with the relevant staff member.

On behalf of the GSB, the Chair expressed appreciation to Ms Caitriona Rowsome of the Registry for the very considerable amount of work she had undertaken in dealing with an unusually high number of PGR4 forms prior to the meeting.

6. Other student issues

6.1 Request for admission to MSc by research on the basis of Recognised Prior Learning

Student ref. GSB2012/A3/6.1, School of Nursing

Approved.

6.2 Application to register for Year 1 PhD track

Student ref. GSB2012/A3/6.2, School of Mechanical and Manufacturing Engineering

Not approved, on the grounds that approval would entail a significant departure from minimum entry requirements.

SECTION C: POLICY AND STRATEGY ISSUES**7. Processes and systems: PGR2 forms**

The desirability of using electronic forms for research student administration and, ideally, of having a fully electronic records system, was noted. The resource needs in this respect were noted as being significant. As a first step, however, it is proposed to leverage the new electronic system for external examiners' reports to enable automation of the PGR2 (annual progress report) process. A proposal for funding for this project is to go to Budget Committee and, if it is successful, it is intended that the new process for PGR2s will be available from Summer 2013. The GSB expressed its support for the intention to automate this process, resources permitting.

8. Issues relating to PAC (Postgraduate Applications Centre)

The Chair noted that the contract with PAC had been renewed for two years and that it was intended that the membership of the PAC User Group would be extended to include a representative in respect of graduate research applications. Ms Celine Jameson, Student Enrolment Manager, is currently conducting a review, of the operation of PAC within DCU for research student admissions; members of the GSB are invited to submit their feedback to Ms Jameson.

9. Agreement on guidelines for colleagues on the criteria for decisions of GSB (internal examiners)

9.1 The draft guideline was approved subject to the following:

- the inclusion of absence of a PhD as a reason a supporting statement is required in respect of a nomination as internal examiner
- the substitution of the word 'evidence' for the word 'comfort'
- the replication of references to 'academic staff' from the relevant sections of *Academic Regulations for Postgraduate Degrees by Research and Thesis*.

9.2 It was noted that the issue of permanency of staff, particularly in the current economically challenging context, is a sensitive one and agreed that, rather than adding any further detail to the guideline on the issue of permanency, a reminder would be issued to Heads of School about the importance of the internal examiner's role.

10. Request for approval of Graduate Training Elements in the Faculty of Humanities and Social Sciences

10.1 LC557: Representations of Sexuality

10.3 LC536: Political Terrorism

Noted that these modules are accredited already in the sense of belonging to taught programmes and that therefore the need to submit them for approval by the GSB required further discussion at a future date. Noted that the issue of what constitutes an appropriate GTE is a broad one requiring further discussion and does not relate exclusively, or specifically, to these two modules. Agreed that the module descriptors should be revised to ensure an adequate level of detail and accurate references to the indicative learning time, and should then be submitted to the Chair with a request for approval on the basis of Chair's action.

10.2 LC525: Corpus Linguistics for Translators

Approved.

Date of next meeting (an additional meeting to complete the business of this meeting):

**Thursday 17 May 2012
9.00 a.m. in A204**

Date of next scheduled meeting:

**Thursday 28 June 2012
9.00 a.m. in CG35**

Signed: _____
Chair

Date: _____