

GRADUATE STUDIES BOARD

MINUTES

Thursday 29 November 2012

9.00-11.50 a.m. in A204

Present: Dr Lisa Looney (Chair), Ms Gillian Barry, Professor Liam Barry, Ms Goretti Daughton, Ms Claudine Devereux, Dr Tracy Dixon, Dr Bernadette Flanagan, Dr Gabriel Flynn, Dr Christine Loscher, Ms Louise McDermott (Secretary), Ms Mairéad Nic Giolla Mhichíl, Dr Enda McGlynn, Ms Patricia Moore, Dr Anne Morrissey, Dr Ciarán Mac Murchaidh, Professor Colm O’Gorman, Dr Kevin Rafter, Dr Ana Terres

SECTION A: MINUTES AND RELATED ISSUES

1. Adoption of agenda

The agenda was adopted subject to the inclusion of two additional submissions under Item 9 and one submission under Item 11.

2. Minutes of the meeting of 18 October 2012

The minutes were confirmed and were signed by the Chair.

3. Matters arising from the minutes

3.1 Noted that Dr Pádraig Murphy of the School of Communications would represent the Faculty of Humanities and Social Sciences and Dublin City University Business School on the PAC User Group. (Item 3.3)

3.2 Noted that the proposals on joint research supervision and awards would be considered by Senior Management and Executive and, subsequently, by Academic Council. (Item 3.9)

- 3.3** Noted that the qualifications, roles and responsibilities of supervisors, examiners and Heads of School were under discussion in Faculties and that the outcome of the discussion would be submitted for the consideration of the GSB at its meeting of 24 January 2012. Noted that consideration might be given, in this document, to the role of members of Research Centres in terms of examining students. (Items 3.11 and 9)
- 3.4** With respect to the proposed framework for transfer from Professional Doctorate to PhD, the Chair noted that discussions were in progress with all relevant Programme Chairs. (Item 3.14)
- 3.5** With respect to a justification that had been sought for early submission of a thesis, it was noted that the student no longer planned to submit early and that therefore no justification would be required. (Item 3.25)
- 3.6** With respect to the proposals on graduate researcher education, the Chair thanked the members of the GSB for their feedback. She noted that the issues had been discussed with a group of stakeholders including representatives of the Registry and of Faculty administration, with particular reference to resourcing issues, and that she was due to make a presentation on the issues to the Heads' and Deans' meeting of 29 November 2012 and, subsequently, to hold discussions with the Finance Office. (Item 5.1)
- 3.7** With respect to the cost of doctoral education, the Chair noted that uncertainty existed with respect to the intentions of the HEA in terms of funding doctoral students and that the issues would be discussed by Executive, with further consideration being given to them by the GSB in due course. (Item 5.5)
- 3.8** Noted that feedback on discussion with stakeholders about GTEs would be made available to the GSB as soon as appropriate. (Items 5.6 and 5.7)
- 3.9** Noted that the Chair had made available to the GSB a slightly revised document on information systems and that discussions with stakeholders were ongoing. (Items 6.1 and 6.2)
- 3.10** Noted, in the case of two requests for confirmation on the PhD register, that clarification had been obtained that the supervisors were external to the University and the relevant PGR3 form had been deemed approved. (Items 9.6 and 9.7)
- 3.11** Noted that discussions were ongoing with a School about the high number of supervisors assigned to a student. (Item 9.8)
- 3.12** Noted that two PGR3 forms had been resubmitted, with wording revised as requested, and that the requests for confirmation on the PhD register had therefore been deemed approved. (Items 9.9 and 9.16)

- 3.13 Noted that it would be necessary to discuss with Professor Eithne Guilfoyle, Vice-President Academic Affairs (Registrar), in due course, the implications for external examiner nominations and other relevant aspects of GSB work of the developments with respect to the 3U Partnership. (Item 10)
- 3.14 Noted that confirmation had been obtained that the thesis to be submitted is in the traditional format, and the PGR4 form had therefore been deemed approved. (Item 10.5)
- 3.15 Noted that clarification had been obtained as to the title of the degree sought (MSc), and the PGR4 form had therefore been deemed approved. (Item 10.12)
- 3.16 Noted that a PGR3 form was awaited from a School and that only after it was approved could the corresponding PGR4 form be considered. (Item 10.13)
- 3.17 Noted that a student and a supervisor had been advised of the existence of the deferral mechanism and the associated process. (Item 11.1.1)

SECTION B: POLICY AND STRATEGY ISSUES

4. Proposed Graduate Training Elements

4.1 EE602: Optical Components for Photonic Systems

Approved subject to the NFQ level being deemed to be 9. Noted that discussion was ongoing, sector wide, about the appropriateness or otherwise of deeming GTEs to be, in principle, at level 10. The Chair undertook to discuss this matter with QQI with a view to having a proposal ready for the consideration of the GSB at a meeting later in 2012/13.

4.2 Modules pertaining to the EXTATIC programme

FSH502: Foundation Module

FSH503: EUV and X-Ray Sources

FSH404: Radiobiology

FSH505: EUV and X-Ray Optics

FSH506: Ultrafast Lasers and X-Ray Generation

FSH507: Nanostructures and Ablation

FSH508: EUV and X-Ray Metrology

FSH509: Special Topics at DCU

FSH510: EUV and X-Ray Photoionization

The GSB noted with significant approval the very positive international collaboration involved in the programme/modules under consideration. Some concern was expressed about the appropriateness of the way the learning outcomes had been written. In the case of modules FSH502 to FSH508 inclusive and FSH510, the modules were approved subject to the descriptors being amended to incorporate

learning outcomes expressed more appropriately in terms of the relevant NFQ level. The same stipulation applies to FSH509; additionally, approval is subject to the inclusion of indicative content material and to a rewording of learning outcome no. 1 with respect to the students' responsibility in terms of engagement with seminars. It was agreed that the rewritten documentation would be considered by the GSB, as necessary, at its meeting of 24 January 2013.

5. Proposed Recognition of Prior Learning policy for research candidates

- 5.1** The Chair expressed appreciation to Dr Sheelagh Wickham, Associate Dean for Teaching and Learning in the Faculty of Science and Health, for having made available the RPL template for candidates for admission to taught programmes. She also thanked the members of the GSB for their feedback to date, and noted the importance of ensuring that the policy would be appropriately flexible. She noted too that the Registry had advised that a facility existed on the PAC system to upload documentation (besides transcripts of examination results) that would be relevant to RPL.
- 5.2** It was noted that different views existed as to the appropriate locus of approval of applications through RPL (whether at Faculty level, with subsequent noting by GSB, or at School level). It was agreed, however, that the desirable course of action would be approval at Faculty level and noting at GSB.
- 5.3** It was noted that RPL would normally be used for admission to the Master's register, though the possibility should not be discounted that, in certain exceptional circumstances, it might be appropriate to use it for admission to the PhD-track or PhD register. It was agreed that a reference to this effect should be included in the policy.
- 5.4** The importance of avoiding conflict of interest (as between advocate and evaluator) for the supervisor was noted, and it was agreed that the policy should contain a stipulation that the final recommendation on admission was the responsibility of the School and not of the supervisor as well as a stipulation that, in the event of differing opinions, the Faculty Research Committee or a subcommittee of the FRC should be requested to make the recommendation.
- 5.5** It was agreed that the references in the policy to 'NQAI' should be changed to 'NFQ'.
- 5.6** It was agreed to reword the reference to evidence of achievement having to be at the forefront of learning, given that it would be rare for candidates coming through either the traditional or the RPL route to have attained such a level given that they are at the point of entry to a research programme. More generally, it was agreed that all the stated learning outcomes would be checked to ensure conformity with NFQ level 8.

- 5.7 It was agreed that the Registry would be asked for advice as to reasonable/appropriate timeframes for application.
- 5.8 It was agreed that the proposed application form would be modified to take account of the changes to be made to the policy.
- 5.9 It was agreed that the revised policy would be submitted for the consideration of the University Standards Committee at its meeting of 17 January 2013.

6. PhD by publication

- 6.1 The guidelines were approved subject to the following:
- the inclusion of a stipulation that corrections should take the form of a detailed appendix to the PhD (rather than being made to the text of the PhD itself since it will contain articles that have already been published); if the number of recommended changes is particularly extensive, the question is likely to arise whether or not the submission is deserving of a pass
 - the rewording of some elements of the second and third paragraphs of section 9.1.2 (which, being an extract from *Academic Regulations for Postgraduate Degrees by Research and Thesis*, will necessitate changes to the wording of these *Regulations*); it was noted that the reasons for the changes included the importance of giving due consideration to publication norms across the range of disciplines
 - the inclusion of guidance with respect to the importance of ensuring that book chapters have been peer reviewed.
- 6.2 It was agreed that a student could, subsequent to the PGR3 (transfer to/confirmation on the PhD register) stage move from a traditional PhD to a PhD by publication, but that such a move would not be permitted subsequent to the PGR4 (notification of intention to submit for examination) stage.

7. Report on scholarships and financial issues

- 7.1 The report was noted. Appreciation was expressed to Mr Jonny Hobson of the Graduate Studies Office for his work in compiling it. It was noted that a similar report would feature annually on the agenda of the GSB.
- 7.2 It was noted that it would be important for supervisors to encourage their students to meet the card fee deadline.
- 7.3 With respect to the Daniel O'Hare Scholarships, the Chair noted that she intended to seek information from Budget Committee as to the resourcing arrangements for 2013.

SECTION C: INDIVIDUAL STUDENT ISSUES

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

- 8.1 Student ref. GSB/2012/A7/8.1, School of Communications
Approved subject to the rewording of the internal examiner's report so that it reads as a continuous piece of prose rather than taking the form of a series of points.
- 8.2 Student ref. GSB/2012/A7/8.2, School of Computing
Approved.
- 8.3 Student ref. GSB/2012/A7/8.3, School of Computing
Approved subject to confirmation that both examiners concur with the decision that was taken.
- 8.4 Student ref. GSB/2012/A7/8.4, School of Education Studies
Approved.
- 8.5 Student ref. GSB/2012/A7/8.5, School of Mechanical and Manufacturing Engineering
Approved.
- 8.6 Student ref. GSB/2012/A7/8.6, School of Mechanical and Manufacturing Engineering
Approved subject to clarification of whether or not the student has, or is soon likely to have, exceeded the maximum period of registration.
- 8.7 Student ref. GSB/2012/A7/8.7, School of Mechanical and Manufacturing Engineering
Approved subject to clarification of whether or not the student has, or is soon likely to have, exceeded the maximum period of registration.
- 8.8 Student ref. GSB/2012/A7/8.8, School of Mechanical and Manufacturing Engineering
Approved.
- 8.9 Student ref. GSB/2012/A7/8.9, School of Nursing and Human Sciences
Approved.

It was noted that it would be important to ensure that the University's policy on plagiarism is worded such that issues relating to research students are covered appropriately. The Chair undertook to discuss this matter with Mr Billy Kelly, Deputy Registrar/Dean of Teaching and Learning and Chair of the University Standards Committee.

9. Appointment of external examiners

- 9.1 Dr Maureen O'Connor, University College Cork
Student ref. GSB2012/A7/9.1, PhD, School of Applied Language and Intercultural Studies
Approved.

- 9.2 Dr John Kenny, National University of Ireland, Galway
Student ref. GSB2012/A7/9.2, PhD, School of Applied Language and Intercultural Studies
Approved.
- 9.3 Professor Franz Pöchhacker, University of Vienna
Student ref. GSB2012/A7/9.3, PhD, School of Biotechnology
Approved.
- 9.4 Dr Michael Carty, National University of Ireland, Galway
Student ref. GSB2012/A7/9.4, PhD, School of Biotechnology
Approved.
- 9.5 Dr Gregory Doucette, National Ocean Service (NOAA), USA
Student ref. GSB2012/A7/9.5, PhD, School of Biotechnology
Approved.
- 9.6 Dr Derek Doherty, Trinity College Dublin
Student ref. GSB2012/A7/9.6, PhD, School of Biotechnology
Approved.
- 9.7 Professor Brian Harvey, Royal College of Surgeons in Ireland
Student ref. GSB2012/A7/9.7, PhD, School of Biotechnology
Approved.
- 9.8 Dr Brian Mullan, Novartis Pharma AG, France
Student ref. GSB2012/A7/9.8, PhD, School of Biotechnology/NICB
Approved. Agreed that the Chair would request the Head of the School of Biotechnology for a final confirmation that he is satisfied with the appropriateness of the examining arrangements. Agreed also that the Chair would suggest that consideration be given to the appointment of a different independent chair.
- 9.9 Dr Henrietta O'Connor, University of Leicester
Student ref. GSB2012/A7/9.9, DBA, Dublin City University Business School
Approved.
- 9.10 Dr Haifei Zhang, University of Liverpool
Student ref. GSB2012/A7/9.10, MSc, School of Chemical Sciences
Approved.
- 9.11 Professor Sebastiaan Eeltink, Vrije Universiteit Brussel
Student ref. GSB2012/A7/9.11, PhD, School of Chemical Sciences
Approved.
- 9.12 Professor Gillian Greenway, University of Hull
Student ref. GSB2012/A7/9.12, PhD, School of Chemical Sciences
Approved.
- 9.13 Dr Maria-Magdalena Titirici, Queen Mary, University of London
Student ref. GSB2012/A7/9.13, PhD, School of Chemical Sciences
Approved.
- 9.14 Dr John Lough, University of Sunderland
Student ref. GSB2012/A7/9.14, PhD, School of Chemical Sciences
Approved

- 9.15 Dr Joanna Bryson, University of Bath
Student ref. GSB2012/A7/9.15, PhD, School of Computing
- 9.16 Dr Gianluca Pollastri, University College Dublin
Student ref. GSB2012/A7/9.16, MSc, School of Computing
Approved.
- 9.17 Dr Caroline Heary, National University of Ireland, Galway
Dr Linda Brody, Johns Hopkins University
Student ref. GSB2012/A7/9.17, PhD, School of Education Studies
Approved.
- 9.18 Dr Richard Hickman, University of Cambridge
Student ref. GSB2012/A7/9.18, EdD, School of Education Studies
Approved.
- 9.19 Professor Jianming Jiang, University of Surrey
Student ref. GSB2012/A7/9.19, PhD, School of Electronic Engineering
Approved.
- 9.20 Dr Philip Morrow, University of Ulster
Student ref. GSB2012/A7/9.20, PhD, School of Electronic Engineering
Approved.
- 9.21 Professor Donal O'Shea, St Vincent's University Hospital
Student ref. GSB2012/A7/9.21, PhD, School of Health and Human
Performance
Approved.
- 9.22 Dr Niamh Murphy, Department of Health and Children
Student ref. GSB2012/A7/9.22, PhD, School of Health and Human
Performance
Approved.
- 9.23 Professor Bill Bowring, University College London
Student ref. GSB2012/A7/9.23, PhD, School of Law and Government
Approved.
- 9.24 Dr Pádraig Carmody, Trinity College Dublin
Student ref. GSB2012/A7/9.24, PhD, School of Law and Government
Approved subject to confirmation with respect to the prior experience of the
nominee in terms of supervising and examining and clarification of whether
or not the student has, or is soon likely to have, exceeded the maximum
period of registration.
- 9.25 Professor Wesley Cantwell, University of Liverpool
Student ref. GSB2012/A7/9.25, PhD, School of Mechanical and
Manufacturing Engineering
See under 9.26 below.
- 9.26 Professor Wesley Cantwell, University of Liverpool
Student ref. GSB2012/A7/9.26, PhD, School of Mechanical and
Manufacturing Engineering
In the case of this nomination and that at 9.25 above, the nominee was
approved as being a suitable person to examine a research student. It was
agreed, however, that it was not clear why the same examiner was required
for what appeared to be two quite distinct areas of enquiry and that the

School would be requested to identify which of the two candidates they would prefer him to examine and then (unless there are demonstrably extraordinary circumstances which necessitate his examining both candidates) to identify an alternative external examiner for the other student.

- 9.27 Dr Robin Flynn, University of Nottingham
Student ref. GSB2012/A7/9.27, MSc, School of Nursing and Human Sciences
Approved.
- 9.28 Dr Harry Gijbels, University College Cork
Student ref. GSB2012/A7/9.28, PhD, School of Nursing and Human Sciences
Approved.
- 9.29 Professor Masaru Hori, Nagoya University, Japan
Student ref. GSB2012/A7/9.29, PhD, School of Physical Sciences
Approved. Noted that it was likely that significant expenses would arise from the fact that the examiner would need to travel from Japan.
- 9.30 Professor Gerard O’Sullivan, University College Dublin
Student ref. GSB2012/A7/9.30, PhD, School of Physical Sciences
Approved.
- 9.31 Dr Helen Costigane, Heythrop College, University of London
Student ref. GSB2012/A7/9.31, PhD, All Hallows College
Approved.
- 9.32 Professor Celia Kourie, College of Human Sciences, University of South Africa
Student ref. GSB2012/A7/9.32, MA, All Hallows College
Approved.
- 9.33 Professor Giacinta Bagetta, University of Calabria
Student ref. GSB2012/A7/9.33, PhD, School of Biotechnology
Approved.
- 9.34 Professor Ciarán Regan, University College Dublin
Student ref. GSB2012/A7/9.34, PhD, School of Biotechnology/ICNT
Approved
- 9.35 Dr Marguerite Clyne, University College Dublin
Student ref. GSB2012/A7/9.35, PhD, School of Biotechnology
Approved.
- 9.36 Dr Shirley O’Dea, National University of Ireland, Maynooth
Student ref. GSB2012/A7/9.36, MSc, School of Chemical Sciences
Approved subject to confirmation that the student’s period of registration is such that no justification for early submission is required.
- 9.37 Dr Maura Dowling, National University of Ireland, Galway
Student ref. GSB2012/A7/9.37, EdD, School of Education Studies
Approved.

- 9.38 Dr Christos Panayiotopoulos, University of Nicosia¹
Student ref. GSB2012/A7/9.38, PhD, Dublin City University Business
School
Approved.

It was noted that students tend to regard the indicative word length for the thesis not so much as a limit as a target to be reached and that this issue would need to be discussed by the GSB on a future occasion.

10. Other student issues

10.1 Special-case request for admission to a Master's programme by research

Candidate ref. GSB2012/A7/10.1, School of Mechanical and Manufacturing Engineering
Approved.

10.2 Request for permission to reside/carry out research abroad

Candidate ref. GSB2012/A7/10.2, School of Nursing and Human Sciences

Decision deferred pending receipt of information as to the reason the candidate wishes to register in DCU, given that she resides in Canada and no particular reason for choosing DCU is evident. Clarification is also to be requested as to the definition of 'local' in the context of the 'local research grant' referred to on the form.

It was noted that DCU staff members and students tend to be unfamiliar with the PGR13 (permission to reside/carry out research abroad) form, as it is rarely used, and that in any event it needs to be modified to ensure that it includes an opportunity to provide the reason/justification for residing abroad. It was agreed that the Chair would mention this matter to the Registry in the context of discussion of research forms more generally.

10.3 Appointment of assessors for Higher Doctorate

Candidate ref. GSB2012/A7/10.3, Faculty of Science and Health

The nominated assessors were approved subject to final confirmation of approval by the GSB membership on 30 November 2012. With respect to

¹ The nomination as external examiner was approved at the meeting of 10 September 2012; however, a change of internal examiner was subsequently proposed and required approval.

the choice of internal assessor, it was noted that due regard would need to be taken of the importance of gender representation.

The Chair noted that the policy with respect to the award of higher doctorates would need to be supplemented by a range of detailed procedures and that this matter would be addressed as soon as appropriate.

11. Any other business

The Chair, on behalf of the GSB, expressed appreciation to Ms Patricia Moore for her very significant contribution to the work of the GSB during her term of office. Ms Moore is to leave the GSB because she will shortly be submitting for examination. The Chair outlined the steps being taken by the Students' Union to ensure the identification of both a replacement for Ms Moore and a representative on Academic Council of postgraduate students on taught programmes.

Date of next meeting:

**Thursday 24 January 2013
9.00 a.m. in A204**

Signed: _____
Chair

Date: _____