GRADUATE RESEARCH STUDIES BOARD

MINUTES

Thursday 16 April 2020

9:30 a.m. – 12:20 p.m.
Zoom Meeting

Present: Ms Lisa Buckley, Ms Isabelle Caulfield, Prof Edel Conway, Dr Maura Coulter, Prof David Collings, Ms Karen Keating, Ms Rachel Keegan (Secretary), Dr Gillian Lake, Dr Pascal Landais, Prof Christine Loscher, Dr Tim McCormac, Dr Kenneth McDonagh, Pro Eugene McNulty, Ms Christina O'Keeffe, Dr Sally Smith, Dr Joseph Stokes (Chair), Ms Jennifer Yore

In attendance: Ms Grainne Curran

Apologies: None

SECTION A: MINUTES AND RELATED ISSUES

1.   Adoption of the agenda

The agenda was adopted.

2.   Minutes of the meeting of 27 February 2020

The minutes of the meeting of 27 February 2020 were approved. It was noted that formal minutes would be signed once on-campus activity resumes.

3.   Matters arising from the minutes of 27 February 2020

3.1   It was noted that work on guidelines on recital performance and related capacity building is ongoing (item 3.1).

3.2   It was noted that follow-up with respect to a PGR4 form for a student in the School of Health and Human Performance, which was approved subject to a new Internal Examiner being nominated, is ongoing (item 3.2) (original ref. item 9.28, 18 April 2020).

3.3   It was <u>noted</u> that follow-up with respect to a PGR3 form for a student in the School of Electronic Engineering, for which a decision was deferred pending further clarification on the rationale for the examiners' recommendation in sections B(i) and B(ii), is ongoing (item 9.5).

3.4   It was <u>noted</u> that follow-up with respect to a PGR3 form for a student in the School of Physical Sciences, which was approved subject to submission of a completed up-to-date form, is ongoing (item 9.14).

3.5   It was <u>noted</u> that follow-up with respect to a PGR3 form for a student in the School of Theology, Philosophy and Music, which was approved subject to correction of the date of the PGR3 examination and amendment of point 1, is completed (item 3.3) (original ref. item 7.30, 20 June 2019).

3.6   It was <u>noted</u> that follow-up with respect to a PGR3 form for a student in the School of Computing, for which a decision was deferred pending the provision of more detailed reports in section B(i) and B(ii), is completed (item 3.4) (original ref. item 5.9, 5 December 2019).

3.7   It was <u>noted</u> that follow-up with respect to a PGR13 form for a student in DCU Business School, which was approved subject to clarification of the source of funding for the year 4 fees, is completed (item 3.5) (original ref. item 12.2, 16 January 2020).

3.8   It was <u>noted</u> that follow-up with respect to the Artificial Intelligence CRT Pathway is completed (item 4.1.1).

3.9   It was <u>noted</u> that follow-up with respect to the Digitally-Enhanced Reality CRT Pathway is completed (item 4.1.2).

3.10   It was <u>noted</u> that follow-up with respect to the Machine Learning CRT Pathway is completed (item 4.1.3).

3.11   It was <u>noted</u> that follow-up with respect to the Advanced Metallic Systems CRT Pathway is completed (item 4.1.4).

3.12   It was <u>noted</u> that the proposed Masters in Elite Performance and Professional Doctorate in Elite Performance were considered by Education Committee in February 2020. The Professional Doctorate has been validated and is being progressed for consideration by an Accreditation Board. The focused of the programme has been narrowed to sport. The Masters programme has not been validated (item 8.1 and 8.2).

3.13   It was <u>noted</u> that a PGR3 form for a student in the School of Mechanical and Manufacturing Engineering, which was approved subject to correction of the date of sign-off on the form, is completed (item 9.12).

3.14   It was noted that a PGR4 form for a student in the School of Policy and Practice, which was approved subject the addressing of the gender mix of the examination panel, is completed (item 10.7).

3.15   It was noted that updates to the *Academic Regulations for Postgraduate Degrees by Research and Thesis* for the 2020-21 academic year is on the agenda (item 5) of today's meeting (item 5).

3.16   It was noted that updates to the PGR3 form is on the agenda (item 6) of today's meeting (item 6) (original ref. item 8, 16 January 2020).

3.17   It was noted that the reports on English language derogations for research students are on the agenda (items 7.1 and 7.2) of today's meeting (item 11.1).

SECTION B: Policy and strategy issues

4.   Graduate Researcher Development

There were no items for consideration.

5.   Updates to Academic Regulations for Postgraduate Degrees by Research and Thesis 2020-2021

The proposed amendments to the regulations for 2020-21 were considered by GRSB. In addition to minor edits and corrections for the purpose of clarity, the following changes were agreed:

-    1.1.1: Clarification that the 30 credits are not additional for enterprise-focused research.

-    1.1.3 and 1.2: Tentative addition of new programme titles, subject to accreditation and approval by Academic Council.

-    3.3: Update to clarify entry requirements for Professional Doctorate applicants with a taught Masters.

-    7.7.1: Removal of references to the 'DCU Retired Staff Research Agreement' which has not been approved.

-    9.3.2: Addition of the following statement regarding restriction of access: 'The time period of restriction will commence based on the time of publication by the library. A retrospective application for restrictions may not be requested once the thesis has been published'.

- 10.1: Expansion of the eligibility criteria for the appointment of internal examiners, to include 'The Internal Examiner may not be a member of the candidate's supervisory panel, but should be experienced in supervising research students (such as having supervised 3 candidates from early stage through the confirmation/transfer stage and/or has completed all elements of professional development for examiners (course and where applicable exam shadowing with reflection)'.

- 11.3.5: Addition of the following statement 'Audio/video recording of the viva voce examination will not be permitted...'

6.   Updates to PGR3 form

The updated PGR3 form, which includes additional guidance to examiners and supervisors, was considered. It was agreed that the wording 'if required' should be removed from Section C of the form. Subject to this amendment, GRSB approved the updated form.

7.   Review of English language derogation for research students

7.1   Faculty of Engineering & Computing

The report was noted.

7.2   Faculty of Science & Health

The report was noted. The Chair requested that the report be updated to include a statement from the Faculty on the request to extend the derogation.

8.   Covid 19—Continuity Arrangements

The Chair updated the GRBS on a number of Covid related matters:

Viva Voce
The Chair informed the Board that a number of examinations have taken place using video conferencing. Procedures for conducting a *viva voce* using videoconferencing are being followed. The Chair has requested that he be notified of all upcoming examinations so that the GSO can provide guidance and support to Chairpersons as needed. A report prepared by the Chair on *viva voce* conducted by zoom to date will be circulated to the ADRs shortly.

Ongoing Supports for Research Students
There was a discussion on the supports being provided to research students during this time. The Chair informed the Board that the GSO are working on moving training and other supports online and that student have been directed to DoctoralNet in the interim. The Chair highlighted the issue of oversubscription to online supports as evidenced in a recent

writing support workshop facilitated by the GSO. There were some suggestions from the ADRs as to how pastoral support can be provided during this time. The Chair welcome suggestions and input from the ADRs. Pastoral, training and other supports will be a focus of the GSO in the coming weeks.

Scholarships
The Chair advised the Board that the IUA have sent letters to the main funders highlighting that extensions to registration periods will only be feasible if they coincide with a commitment by funders to extend scholarship periods. It is anticipated that a response from funders will be forthcoming shortly.

Submission of softbound theses
The Chair is liaising with Registry and the Registrar on alternatives to the submission of physical softbound copies of theses to Registry. Changes to the process will be communicated to students once finalised.

Card-fees
The issue of extended registrations was raised and the implication this will have on fees. It was suggested that any decision to extend the card fee deadline should be made as soon as possible to provide certainty to students. It was <u>agreed</u> by the Chair that he would considered this matter.

8.1 Alternative test to replace the International English Language Testing System (IELTS) for DCU Admissions—interim arrangement

The recently approved 'Alternative test to replace the International English Language Testing System (IELTS) for DCU admissions – interim arrangement' was circulated. It was <u>noted</u> that students admitted through this mechanism will be assessed and provided with supplementary English language supports as appropriate.

SECTION C: Individual student issues

9.   Applications for transfer to the PhD Register or confirmation on the PhD Register (PGR3)

9.1   GRSB2020/A3/9.1, School of Chemical Sciences
<u>Approved</u>

9.2   GRSB2020/A3/9.2, School of Communications
<u>Approved</u>

9.3   GRSB2020/A3/9.3, School of Communications
<u>Approved</u>

9.4   GRSB2020/A3/9.4, School of Electronic Engineering
        <u>Approved</u>

9.5   GRSB2020/A3/9.5, Fiontar agus Scoil na Gaeilge
        <u>Approved</u>

9.6   GRSB2020/A3/9.6, School of Physical Sciences
        <u>Approved</u>

9.7   GRSB2020/A3/9.7, School of Policy & Practice
        <u>Approved</u>

9.8   GRSB2020/A3/9.8, School of Engineering, DkIT
        <u>Approved</u>

9.9   GRSB2020/A3/9.9, School of Health & Science, DkIT
        <u>Approved</u>

9.10   GRSB2020/A3/9.10, School of Health & Science, DkIT
        <u>Approved</u>

9.11   GRSB2020/A3/9.11, School of Health & Science, DkIT
        <u>Approved</u>

9.12   GRSB2020/A3/9.12, School of Health & Science, DkIT
        <u>Approved</u>

9.13   GRSB2020/A3/9.13, School of Health & Science, DkIT
        <u>Approved</u>

9.14   GRSB2020/A3/9.14, School of Informatics & Creative Arts, DkIT
        <u>Approved</u>

9.15   GRSB2020/A3/9.15, School of Informatics & Creative Arts, DkIT
        <u>Approved</u> subject to details of the independent panel member being provided.

9.16   GRSB2020/A3/9.16, School of Informatics & Creative Arts, DkIT
        <u>Approved</u> subject to details of the independent panel member being provided.

9.17   GRSB2020/A3/9.17, School of Informatics & Creative Arts, DkIT
        <u>Approved</u> subject to details of the independent panel member being provided.

9.18   GRSB2020/A3/9.18, School of Informatics & Creative Arts, DkIT
        <u>Approved</u> subject to details of the independent panel member being provided.

10.   Appointment of internal and external examiners (PGR4)

10.1   GRSB2020/A3/10.1, PhD, SALIS
         Not approved. It was noted that the external examiner does not meet the requirements as per academic regulation 10.2.9.

10.2   GRSB2020/A3/10.2, PhD, SALIS
         Approved

10.3   GRSB2020/A3/10.3, PhD, SALIS
         Approved

10.4   GRSB2020/A3/10.4, PhD, School of Biotechnology
         Approved

10.5   GRSB2020/A3/10.5, PhD, DCU Business School
         Approved

10.6   GRSB2020/A3/10.6, PhD, DCU Business School
         Approved

10.7   GRSB2020/A3/10.7, PhD, School of Chemical Sciences
         Approved

10.8   GRSB2020/A3/10.8, PhD, School of Chemical Sciences
         Approved

10.9   GRSB2020/A3/10.9, PhD, School of Chemical Sciences
         Approved

10.10   GRSB2020/A3/10.10, PhD, School of Computing
         Approved

10.11   GRSB2020/A3/10.11, PhD, School of Computing
         Not approved. It was noted that the external examiner does not meet the requirements as per academic regulation 10.2.9.

10.12   GRSB2020/A3/10.12, PhD, School of Computing
         Approved

10.13   GRSB2020/A3/10.13, PhD, School of Computing
         Decision deferred pending confirmation of the thesis format.

10.14   GRSB2020/A3/10.14, PhD, School of Computing
         Approved

10.15   GRSB2020/A3/10.15, PhD, School of Computing
         Approved

10.16   GRSB2020/A3/10.16, PhD, School of Computing
         Approved

10.17   GRSB2020/A3/10.17, PhD, School of Electronic Engineering
         Approved

10.18   GRSB2020/A3/10.18, PhD, School of Electronic Engineering
         Approved

10.19   GRSB2020/A3/10.19, PhD, School of English
         Approved

10.20   GRSB2020/A3/10.20, PhD, School of English
         Approved

10.21   GRSB2020/A3/10.21, PhD, Fiontar agus Scoil na Gaeilge
         Approved

10.22   GRSB2020/A3/10.22, PhD, School of History & Geography
         Approved

10.23   GRSB2020/A3/10.23, EdD, DCU Institute of Education
         Not approved. It was noted that the relevant school has nominated two examiners from the
         same department within the same institution in the past 12 months.

10.24   GRSB2020/A3/10.24, EdD, DCU Institute of Education
         Not approved. It was noted that the relevant school has nominated two examiners from the
         same department within the same institution in the past 12 months (see also 10.33 and
         10.44).

10.25   GRSB2020/A3/10.25, EdD, DCU Institute of Education
         Approved

10.26   GRSB2020/A3/10.26, EdD, DCU Institute of Education
         Approved

10.27   GRSB2020/A3/10.27, EdD, DCU Institute of Education
         Approved

10.28   GRSB2020/A3/10.28, EdD, DCU Institute of Education
         Approved

10.29   GRSB2020/A3/10.29, EdD, DCU Institute of Education
        <u>Approved</u>

10.30   GRSB2020/A3/10.30, EdD, DCU Institute of Education
        <u>Approved</u>

10.31   GRSB2020/A3/10.31, EdD, DCU Institute of Education
        <u>Approved</u>

10.32   GRSB2020/A3/10.32, EdD DCU Institute of Education
        <u>Approved</u>

10.33   GRSB2020/A3/10.33, EdD, DCU Institute of Education
        <u>Not approved</u>. It was <u>noted</u> that the relevant school has nominated two examiners from the same department within the same institution in the past 12 months (see also 10.24 and 10.44).

10.34   GRSB2020/A3/10.34, EdD, DCU Institute of Education
        <u>Approved subject to</u> the nomination of a new Chairperson. It was <u>noted</u> that the proposed Chairperson is the Independent Panel Member.

10.35   GRSB2020/A3/10.35, PhD, School of Mechanical & Manufacturing Engineering
        <u>Approved</u>

10.36   GRSB2020/A3/10.36, DPsych, School of Nursing, Psychotherapy & Community Health
        <u>Approved</u>

10.37   GRSB2020/A3/10.37, DPsych, School of Nursing, Psychotherapy & Community Health
        <u>Not approved</u>. It was <u>noted</u> that the external examiner does not meet the requirements as per academic regulation 10.2.9.

10.38   GRSB2020/A3/10.38, DPsych, School of Nursing, Psychotherapy & Community Health
        <u>Not approved</u>. It was <u>noted</u> that the external examiner does not meet the requirements as per academic regulation 10.2.9.

10.39   GRSB2020/A3/10.39, PhD, School of Nursing, Psychotherapy & Community Health
        <u>Approved</u>

10.40   GRSB2020/A3/10.40, DPschy, School of Nursing, Psychotherapy & Community Health
        <u>Not approved</u>. It was <u>noted</u> that the external examiner does not meet the requirements as per academic regulation 10.2.9.

10.41   GRSB2020/A3/10.41, Dpsych, School of Nursing, Psychotherapy & Community Health
        <u>Approved</u>

10.42   GRSB2020/A3/10.42, PhD, School of Physical Sciences
        Approved

10.43   GRSB2020/A3/10.43, PhD, School of Physical Sciences
        Not approved. It was noted that the external examiner does not meet the requirements as
        per academic regulation 10.2.9.

10.44   GRSB2020/A3/10.44, PhD, School of Policy & Practice
        Not approved. It was noted that the relevant school has nominated two examiners from the
        same department within the same institution in the past 12 months (see also 10.33 and
        10.44).

10.45   GRSB2020/A3/10.45, PhD, School of Policy & Practice
        Approved

10.46   GRSB2020/A3/10.46, PhD, School of Policy & Practice
        Approved

10.47   GRSB2020/A3/10.47, PhD, School of Theology, Philosophy & Music
        Approved

10.48   GRSB2020/A3/10.48, PhD, School of Informatics & Creative Arts, DkIT
        Approved

10.49   GRSB2020/A3/10.49, MA, School of Informatics & Creative Arts, DkIT
        Approved

11.   Notice of Intention to Reside/Carry out Research Abroad (PGR13)

11.1   GRSB2020/A3/11.1, School of Mechanical & Manufacturing Engineering
        Approved subject to justification being provided as to the reasons for requesting to reside
        abroad.

11.2   GRSB2020/A3/11.2, School of Theology, Philosophy & Music
        Approved

**12.   Request for Extension to Maximum Registration Period OR Re-admission to the Research
        Programme (PGR14)**

12.1   GRSB2020/A3/12.1, SALIS
        Approved

12.2   GRSB2020/A3/12.2, DCU Business School
        Approved

12.3   GRSB2020/A3/12.3, DCU Business School
        <u>Approved</u>

12.4   GRSB2020/A3/12.4, DCU Business School
        <u>Approved</u>

12.5   GRSB2020/A3/12.5, DCU Business School
        <u>Approved</u>

12.6   GRSB2020/A3/12.6, School of Communications
        <u>Approved</u>

12.7   GRSB2020/A3/12.7, School of Electronic Engineering
        <u>Approved</u>

12.8   GRSB2020/A3/12.8, School of Nursing, Psychotherapy & Community Health
        <u>Approved</u>

12.9   GRSB2020/A3/12.9, School of Nursing, Psychotherapy & Community Health
        <u>Approved</u>

12.10   GRSB2020/A3/12.10, STEM Education, Innovation & Global Studies
        <u>Approved</u>

13.   Any other business

There was no other business.

Signed: _____   Date: _____

Date of next meeting

Thursday 14 May 2020

at 9.30 a.m.

via Zooom