

GRADUATE RESEARCH STUDIES BOARD

DRAFT MINUTES

Thursday 24 October 2019

9:30 a.m. – 11.55 a.m. in A204

Present: Ms Lisa Buckley, Professor Edel Conway, Dr Charlotte Holland, Ms Karen Keating, Ms Rachel Keegan (Secretary), Dr Pascal Landais, Professor Christine Loscher, Dr Kenneth McDonagh, Dr Sally Smith, Dr Joseph Stokes (Chair)

Apologies: Ms Michelle Brennan, Professor David Collings, Dr Gillian Lake, Dr Tim McCormac, Professor Eugene McNulty

SECTION A: MINUTES AND RELATED ISSUES

The Chair opened the meeting and welcomed Professor Edel Conway, Dr Pascal Landais, Ms Karen Keating and Dr Kenneth McDonagh to the meeting as new members of GRSB.

1. Adoption of the agenda

The agenda was adopted, subject to the addition of one item:

- Item 12.1 Notification of student admission to MPhil, Fiontar agus Scoil na Gaeilge
- AOB is accordingly re-numbered to item 13.

2. Minutes of the meeting of 2 September 2019

The minutes of the meeting of 2 September 2019 were approved and signed by the Chair.

3. Matters arising from the minutes of 2 September 2019

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 PGR3 form for a student in the School of Computing, which was approved subject to provision of more detailed reports in section B(i) and B(ii), is ongoing (item 3.2) (original ref. item 9.7, 25 October 2018).

- 3.3 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 3.3) (original ref. item 9.28, 18 April 2019).
- 3.4 It was noted that follow-up with respect to a PGR3 form for a student in the School of Law and Government, for which a decision was deferred pending submission of an updated PGR3 form, is ongoing (item 3.4) (original ref. item 7.23, 20 June 2019).
- 3.5 It was noted 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Music, which was approved subject to correction of the date of the PGR2 examination and amendment to point 1 to ‘...is withdrawn...’, is ongoing (item 3.5) (original ref. item 7.30, 20 June 2019).
- 3.6 It was noted that follow-up with respect to a PGR14 form for a student in the Institute of Education, which was approved subject to receipt of the student signature, was completed (item 3.8) (original ref. item 9.5, 20 June 2019).
- 3.7 It was noted that follow-up with respect to a PGR3 form for a student in the School of Biotechnology, which was approved subject to provision of more detailed reports in section B(i) and B(ii), is ongoing (item 7.8).
- 3.8 It was noted that follow-up with respect to a PGR3 form for a student in the School of Chemical Sciences, which was approved subject to provision of more detailed reports in section B(i) and B(ii), is ongoing (item 7.10).
- 3.9 It was noted that follow-up with respect to a PGR3 form for a student in the School of Chemical Sciences, which was approved subject to provision of more detailed reports in section B(i) and B(ii), is ongoing (item 7.12).
- 3.10 It was noted that follow-up with respect to a PGR3 form for a student in the School of Mathematical Sciences, which was approved subject to provision of more detailed reports in section B(i) and B(ii), is ongoing (item 7.27).
- 3.11 It was noted that follow-up with respect to a PGR4 form for a student in the School of Computing, for which a decision was deferred pending the nomination of an alternative external examiner, is on the agenda (item 8.8) of today’s meeting (item 8.18).
- 3.12 It was noted that follow-up with respect to a PGR4 form for a student in the School of Electronic Engineering, which was approved subject to the appointment of an alternative independent chairperson to ensure gender mix on the examination panel, is ongoing (item 8.20).
- 3.13 It was noted that follow-up with respect to a PGR4 form for a student in the School of Electronic Engineering, for which a decision was deferred pending nomination of an alternative external examiner or the justification for the nominee submitted, is on the agenda (item 8.9) of today’s meeting (item 8.22).

- 3.14 It was noted that follow-up with respect to a PGR4 form for a student in the School of Physical Sciences, which was approved subject to confirmation of the thesis submission format *and* full citations for the publications being provided for the external examiner, is ongoing (item 8.37).
- 3.15 It was noted that follow-up with respect to a PGR4 form for a student in the School of Nursing and Human Sciences, which was approved subject to receipt of the supervisor signature and a countersignature for the Head of School declaration, was completed (item 3.7) (original ref. item 8.20, 20 June 2019).
- 3.16 It was noted that follow-up with respect to a PGR4 form for a student in the School of Health and Human Performance, for which the decision was deferred due to the School nominating another external examiner from the same department in the last twelve months *and* due to the PGR4 submission being too early, was completed by Chairs Action on 25 September 2019 (item 3.6) (item 8.18, 20 June 2019).
- 3.17 It was noted that follow-up with respect to a PGR3 form for a student in the School of Biotechnology, which was approved subject to provision of more detailed reports in section B(i) and B(ii), was completed (item 7.5).
- 3.18 It was noted that follow-up with respect to a PGR3 form for a student in the School of Biotechnology, which was approved subject to provision of more detailed reports in section B(i) and B(ii), was completed (item 7.7).
- 3.19 It was noted that follow-up with respect to a PGR3 form for a student in the School of Chemical Sciences, which was approved subject to provision of more detailed reports in section B(i) and B(ii), was completed (item 7.11).
- 3.20 It was noted that follow-up with respect to a PGR3 form for a student in the School of Communications, which was approved subject to provision of more detailed reports in section B(i) and B(ii), was completed (item 7.14).
- 3.21 It was noted that follow-up with respect to a PGR3 form for a student in the School of English, which was approved subject to revision of section B(i) to reflect that it is a joint report from both the internal examiner and principal supervisor, was completed (item 7.16).
- 3.22 It was noted that follow-up with respect to a PGR3 form for a student in the School of Health and Human Performance, which was approved subject to revision of section B(i) to reflect that it is a joint report from both the internal examiner an principal supervisor *and* the correction of the pronoun in the last line of the first paragraph of section B(ii), was completed (item 7.18).
- 3.23 It was noted the follow-up with respect to a PGR3 form for a student in the School of Mechanical and Manufacturing Engineering, which was approved subject to provision of more detailed reports in section B(i) and B(ii), was completed (item 7.28).
- 3.24 It was noted that follow-up with respect to a PGR3 form for a student in the School of Physical Sciences, which was approved subject to provision of more detailed reports in section B(i) and B(ii), was completed (item 7.31).

- 3.25 It was noted that follow-up with respect to a PGR4 form for a student in the School of Biotechnology, which was approved subject to the deletion of the entry under the heading 'early appointment of examiners for creative/performance practice components', was completed (item 8.6).
- 3.26 It was noted that follow-up with respect to a PGR4 form for a student in the Institute of Education, which was approved subject to the appointment of an alternative independent chairperson to ensure gender mix on the examination panel, was completed (item 8.24).
- 3.27 It was noted that follow-up with respect to a PGR4 form for a student in the School of Nursing, Psychotherapy and Community Health, which was approved subject to the inclusion of missing elements in section F, was completed (item 8.34).
- 3.28 It was noted that follow-up with respect to a PGR4 form for a student in the School of STEM Education, Innovation and Global Studies, which was approved subject to clarification with respect to the nominated internal examiner, was completed (item 8.38).
- 3.29 It was noted that follow up with respect to a PGR4 form for a student in the School of Inclusive and Special Education, which was approved subject to the provision of a countersignature to the Head of School signature, was completed (item 8.41).

SECTION B: POLICY AND STRATEGY ISSUES

4. Graduate Researcher Development

There were no items for consideration.

5 Report on GRSB activities 2018-2019

Noted

6 Dundalk Institute of Technology, Annual Report to DCU GRSB

Noted

SECTION C: INDIVIDUAL STUDENT ISSUES

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

- 7.1 GRSB2019/A7/7.1, School of Applied Language and Intercultural Studies

- Approved
- 7.2 GRSB2019/A7/7.2, School of Biotechnology
Approved
- 7.3 GRSB2019/A7/7.3, School of Biotechnology
Approved
- 7.4 GRSB2019/A7/7.4, School of Biotechnology
Decision deferred pending provision of more detailed, contextualised reports in sections B(i) and B(ii).
- 7.5 GRSB2019/A7/7.5, School of Biotechnology
Decision deferred pending provision of more detailed, contextualised reports in sections B(i) and B(ii).
- 7.6 GRSB2019/A7/7.6, DCU Business School
Decision deferred pending provision of more detailed, contextualised reports in sections B(i) and B(ii).
- 7.7 GRSB2019/A7/7.7, DCU Business School
Approved
- 7.8 GRSB2019/A7/7.8, School of English
Approved
- 7.9 GRSB2019/A7/7.9, School of English
Not approved. It was noted that the confirmation examination took place outside of the time period stipulated in the *Academic Regulations for Postgraduate Degrees by Research and Thesis* (section 8.2.1).
- 7.10 GRSB2019/A7/7.10, School of English
Decision deferred pending provision of an updated section B(i) to reflect that that report is jointly written by the internal examiner and principal supervisor *and* provision of a more detailed report for B(ii).
- 7.11 GRSB2019/A7/7.11, Fiontar agus Scoil na Gaeilge
Approved
- 7.12 GRSB2019/A7/7.12, School of Law and Government
Approved
- 7.13 GRSB2019/A7/7.13, School of Law and Government
Approved
- 7.14 GRSB2019/A7/7.14, School of Law and Government
Approved
- 7.15 GRSB2019/A7/7.15, School of Mechanical and Manufacturing Engineering
Approved

7.16 GRSB2019/A7/7.16, School of Nursing, Psychotherapy and Community Health
Approved

8 Appointment of internal and external examiners (PGR4)

8.1 GRSB2019/A7/8.1, PhD, School of Biotechnology
Approved

8.2 GRSB2019/A7/8.2, PhD, School of Biotechnology
Approved

8.3 GRSB2019/A7/8.3, PhD, School of Biotechnology
Approved

8.4 GRSB2019/A7/8.4, PhD, School of Chemical Sciences
Approved

8.5 GRSB2019/A7/8.5, PhD, School of Communications
Approved

8.6 GRSB2019/A7/8.6, PhD, School of Communications
Approved

8.7 GRSB2019/A7/8.7, PhD, School of Communications
Approved

8.8 GRSB2019/A7/8.8, PhD, School of Computing
Approved subject to receipt of a countersignature to the Head of School signature.

8.9 GRSB2019/A7/8.9, School of Electronic Engineering
Approved subject to receipt of the supervisor signature.

8.10 GRSB2019/A7/8.10, PhD, School of English
Approved

8.11 GRSB2019/A7/8.11, EdD, DCU Institute of Education
Approved

8.12 GRSB2019/A7/8.12, PhD, School of Law and Government
Approved

8.13 GRSB2019/A7/8.13, PhD, School of Law and Government
Approved

8.14 GRSB2019/A7/8.14, PhD, School of Mechanical and Manufacturing Engineering
Approved

8.15 GRSB2019/A7/8.15, PhD, School of Physical Sciences

Approved subject to confirmation that the candidate is not/was not a member of staff of the University as defined in section 10.2.3 of the *Academic Regulations for Postgraduate Degrees by Research and Thesis*.

- 8.16 GRSB2019/A7/8.16, PhD, School of Psychology
Approved
- 8.17 GRSB2019/A7/8.17, PhD, School of STEM Education, Innovation & Global Studies
Approved
- 8.18 GRSB2019/A7/8.18, PhD, School of Human Development
Noted. The Board noted that the PGR4 form was approved by Chairs Action on 9 October 2019.
- 8.19 GRSB2019/A7/8.19, PhD, School of Health and Human Performance
Noted. The Board noted that the PGR4 form was approved by Chairs Action on 9 October 2019.

9 Notice of intention to reside/carry out research abroad (PGR13)

- 9.1 GRSB2019/A7/9.1, DCU Business School
Not approved. The Board noted that the incorrect version of the agreement template was used and that there is insufficient detail in both the agreement and the PGR13 form.
- 9.2 GRSB2019/A7/9.2, School of Computing
Approved

10 Request for extension to maximum registration period OR re-admission to the research programme (PGR14)

- 10.1 GRSB2019/A7/10.1, School of Chemical Sciences
Approved
- 10.2 GRSB2019/A7/10.2, School of Chemical Sciences
Approved
- 10.3 GRSB2019/A7/10.3, School of Communications
Approved
- 10.4 GRSB2019/A7/10.4, School of English
Approved. It was noted that the Chair would follow up with the School regarding inaccurate details provided under section C(i).
- 10.5 GRSB2019/A7/10.5, School of Law and Government
Approved
- 10.6 GRSB2019/A7/10.6, School of Law and Government

Approved

- 10.7 GRSB2019/A7/10.7, School of Law and Government
Approved. It was noted that no further extensions will be allowed.
- 10.8 GRSB2019/A7/10.8, School of Law and Government
Approved
- 10.9 GRSB2019/A7/10.9, School of Law and Government
Approved
- 10.10 GRSB2019/A7/10.10, School of Nursing, Psychotherapy and Community Health
Approved
- 10.11 GRSB2019/A7/10.11, School of Applied Language and Intercultural Studies
Noted. The board noted that the PGR14 was approved by Chairs Action on 4 October 2019.
- 10.12 GRSB2019/A7/10.12, School of Physical Sciences
Noted. The Board noted that the PGR14 was approved by Chairs Action on 4 October 2019.

11 Application for Transfer/Advanced Entry to Postgraduate Research Programme (PGR15)

- 11.1 GRSB2019/A7/11.1, School of Computing
Approved for entry into year 4 for 2019/20.

12 Other student issues

- 12.1 Notification of student admission to MPhil, Fiontar & Scoil na Gaeilge
Noted

13 Any other business

- 13.1 The Chair raised the issue of student representation on GRSB. There has been no research representative on GRSB since May 2018 despite engagement with DCU Students' Union. It was agreed that it was important to have representation on both GRSB and GRSB Standing Committee to consider research appeals. It was agreed that GSO would contact Faculties to gather the names of current faculty research representatives in a bid to identify a student to sit on the forthcoming GRBS Standing Committee meeting.
- 13.2 The Chair briefly outlined a request to consider if GRSB might allow work undertaken prior to registering on a PhD programme, to be counted. It was agreed by the Board that this would require serious consideration of both DCU regulations as

well as practice nationally and internationally. It was agreed that current regulations do not support this.

Signed: _____ Date: _____

Date of next meeting

Thursday 5 December 2019

at 9.30 a.m. in A204