

## **GRADUATE RESEARCH STUDIES BOARD**

### **MINUTES**

Thursday 23 June 2016

9.35 – 11.05 am in A204

**Present:** Ms Lisa Buckley, Ms Gillian Barry, Dr Patricia Flynn, Dr Charlotte Holland, Ms Margaret Irwin-Bannon (Secretary), Ms Rachel Keegan, Professor Lisa Looney (Chair), Dr Tim McCormac, Dr Mark Roantree, Dr Mary Rose Sweeney, Dr Ana Terrés, Mr Ronan Tobin, Dr Blánaid White

**Apologies:** Dr Gabriel Flynn, Dr Mary Ivers, Dr Caroline McMullan, Professor Colm O’Gorman, Professor Kevin Rafter

**In attendance:** Dr Stephen Carroll (Item 5)

### **SECTION A: MINUTES AND RELATED ISSUES**

#### **1. Adoption of agenda**

The agenda was adopted subject to the addition of items 8.9 and 8.10.

#### **2. Minutes of the meeting of 19 May 2016**

The minutes of the meeting of 19 May 2016, were approved, subject to an amendment under item 3.1 of Matters Arising, and signed by the Chair.

### **3. Matters arising from the minutes of 19 May 2016**

- 3.1** It was noted that three Schools had expressed an interest in and contributed to the development of a module on Communications Skills. It was anticipated that the finalised descriptor would be submitted to GRSB for approval in September 2016 (Item 3.5).
- 3.2** It was noted that the confirmation on the PhD Register (PGR3) of a candidate in the School of Applied Language and Intercultural Studies which had been awaiting a re-submission containing more specific information on the oral examination had been withdrawn and would be re-submitted at a later date (Item 3.2) (Item 8.53, 7 September 2015).
- 3.3** It was noted that the revision of the PGR3 form would take place by September 2016 (Item 3.3).
- 3.4** It was noted that the notification of intention to submit for examination (PGR4) form for a candidate in the Special Education Department, SPD was approved following confirmation that the internal examiner satisfied the examiner requirements (Item 9.5).
- 3.5** It was noted that the notification of intention to submit for examination (PGR4) form for a candidate in the Education Department, SPD was awaiting confirmation that the internal examiner satisfied the examiner requirements (Item 9.6).
- 3.6** It was noted that the module descriptor MT612, which had been approved by GRSB (19 May 2016) subject to minor amendments, had been resubmitted and the module was deemed approved (Item 4.1).
- 3.7** It was noted that the minor amendments (related to the introduction of a GTE Award Board) to the Academic Regulations for Postgraduate Degrees by Research and thesis had been completed and the document submitted for the approval of the 26 May 2016 meeting of University Standards Committee. It was noted too that a meeting is due to take place with Registry to operationalise the Graduate Training Elements module results' approval (Item 3.1).
- 3.8** It was noted that the notification of intention to submit for examination (PGR4) form for a candidate in the School of Chemical Sciences, which was deferred at the meeting of 14 April 2016, was included on the agenda (item 8.3) of this meeting (Item 3.4, original item number 8.18, 14 April 2016).
- 3.9** It was noted that outstanding matters with respect to the notification of intention to submit for examination (PGR4) form for a candidate in DCU Business School, had been resolved (item 9.1).

- 3.10** It was noted that outstanding matters with respect to the notification of intention to submit for examination (PGR4) form for a candidate in All Hallows College had been resolved (item 9.7).
- 3.11** It was noted that outstanding matters with respect to the notification of intention to submit for examination (PGR4) form for a candidate in All Hallows College had been resolved (item 9.8).
- 3.12** It was noted that outstanding matters with respect to the notification of intention to submit for examination (PGR4) form for a candidate in the School of Law and Government had been resolved (item 9.10).
- 3.13** It was noted that the re-submission of a notification of intention to submit for examination (PGR4) form, due to expiry of the original approval, for a candidate in the School of Electronic Engineering had been approved by Chair's Action on 13 June 2016 (Original submission 2015/A3/10.30).

## **SECTION B: Policy and strategy issues**

### **4. Graduate Researcher Development**

The Chair noted that a structured doctoral pathway is now in place for students in each DCU School and acknowledged the contribution of the Associate Deans for Research in ensuring their development. The Chair also wished to express her gratitude and acknowledge the significant input to this process from Ms Rachel Keegan and the research administrators in each Faculty. Pathways for three new Schools in 2016/17 will be developed in the coming year.

#### **4.1 DCU Business School, Structured Doctoral Pathway 2016-2017**

Noted

#### **4.2 Faculty of Engineering and Computing, Structured Doctoral Pathways 2016-2017**

##### 4.2.1 School of Computing

Noted

##### 4.2.2 School of Electronic Engineering

Noted

##### 4.2.3 School of Mechanical and Manufacturing Engineering

Noted, with some minor amendments to be made to the text

### **4.3 Faculty of Humanities and Social Sciences, Structured Doctoral Pathways 2016-2017**

4.3.1 SALIS  
Noted

4.3.2 School of Communications  
Noted

4.3.3 Fiontar agus Scoil na Gaeilge  
Noted

4.3.4 School of Law and Government  
Noted

### **4.4 DCU Institute of Education, Structured Doctoral Pathway 2016-2017**

Noted

### **4.5 Faculty of Science and Health, Structured Doctoral Pathways 2016-2017**

4.5.1 School of Biotechnology  
Noted

4.5.2 School of Chemical Sciences  
Noted

4.5.3 School of Health and Human Performance  
Noted

4.5.4 School of Mathematical Sciences  
Noted, GS607 to be added to the structure

4.5.5 School of Nursing and Human Sciences  
Noted

4.5.6 School of Physical Sciences  
Noted

## **5. Joint Doctoral Awards**

The Chair introduced the agreements as set out below, indicating that she was seeking advice from GRSB on the content of the documents as circulated. Both proposed agreements to establish a joint PhD Award come under the umbrella of the Consortium Agreement for the EXTATIC Doctoral Programme in EUV and X-

Ray Training in Advanced Technologies for Interdisciplinary Co-operation, a context which meets the requirements of the *Policy on Joint Research Supervision on Awards*. It was noted that the Vice President for Academic Affairs/Registrar will sign off on the agreements once drafting was completed.

5.1 b *Agreement for the Joint Supervision of a postgraduate research candidate leading to a joint award between DCU and Military University of Technology (MUT) Warsaw, Poland*

It was noted that the Polish process of PhD examination involves a greater number of formal steps than the Irish system of examination, and also involves a Public Defence of the thesis.

The following points were made with respect to the agreement named above:

- The requirements for internal examiners should be more clearly stated.
- It should be made clear that reviewers should meet the requirements of both institutions, are the same individuals and are approved in both institutions.
- As the student's home institution is DCU, the agreement should include a statement to the effect that if any stage in the process is not feasible, then the default examination process followed will be DCU's.
- The letter of invitation to the external examiner should inform the examiner that the examiner reports will be made public.
- Although it was perceived that there are unlikely to be data protection issues, it was agreed that the public release of reports would be discussed with the Data Protection Officer.
- Details on the process for awarding of the degree with respect to the Faculty Award Board for Research Degrees and approval by Academic Council should be inserted into the agreement.
- GRSB requested that due to the increased level of demands on the student under the Polish system that the Dean of Graduate Studies would meet with the student in advance of sign off of the document.
- It was noted that Registry had provided feedback on the agreement and the amendments recommended would be incorporated.

5.1 c *Agreement for the Joint Supervision of a postgraduate research candidate leading to a joint award between DCU and the University of Southampton (UoS) UK*

The following points were made with respect to the agreement named above:

- It was noted that Registry had reviewed the agreement and advised the following:
  - Update the number of Faculties in DCU
  - Remove reference to PhD track as students are on the PhD register and remove reference to PhD transfer
  - Alter date of initial registration

- Clarify that DCU Registry will send copies of the thesis to the examiners
- Ensure clarity with respect to the appointment and approval of internal and external examiners.
  - Clarify that the examination will be held in DCU.

It was noted that GSO would send an updated draft to Registry following the meeting.

## 6. Incorporation Update

Progress to date with respect to Incorporation was reported and the following noted:

- There had been a very good response to the PGR2 process in SPD with only 1 or 2 reports remaining to be submitted. Decisions from this process will feed into registration in DCU for 2016-2017.
- The final meeting of SPD College Research Committee has taken place and the arrangements for the admission of research students via the Committee had ended.
- The Graduate Research Guide is currently being prepared so it can be circulated earlier than is the norm to assist supervisors and students transitioning from other institutions.
- There will be one more meeting of Graduate Research Studies Board in September 2016 comprised of the current membership. Membership will not change until the first meeting of the new academic year in October 2016.

## SECTION C: Individual student issues

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

7.1 GRSB2016/A5/7.1, PhD, SALIS  
Approved

7.2 GRSB2016/A5/7.2, PhD, SALIS  
Approved, subject to confirmation that the examination process involved both the principal supervisor and the internal examiner

7.3 GRSB2016/A5/7.3, PhD, DCU Business School  
Approved

- 7.4 GRSB2016/A5/7.4, PhD, DCU Business School  
Approved
- 7.5 GRSB2016/A5/7.5, PhD, School of Biotechnology  
Approved
- 7.6 GRSB2016/A5/7.6, PhD, School of Biotechnology  
Approved
- 7.7 GRSB2016/A5/7.7, PhD, School of Biotechnology  
Approved
- 7.8 GRSB2016/A5/7.8, PhD, School of Biotechnology  
Approved
- 7.9 GRSB2016/A5/7.9, PhD, School of Chemical Sciences  
Approved
- 7.10 GRSB2016/A5/7.10, PhD, School of Chemical Sciences  
Approved
- 7.11 GRSB2016/A5/7.11, PhD, School of Chemical Sciences  
Approved
- 7.12 GRSB2016/A5/7.12, PhD, School of Communications  
Not approved. The student is to be requested to re-sit the transfer process in six months.
- 7.13 GRSB2016/A5/7.13, PhD, School of Chemical Sciences  
Approved
- 7.14 GRSB2016/A5/7.14, PhD, SALIS  
The recommendation not to approve the confirmation on the PhD registrar was approved. It is recommended that the Dean of Graduate Studies contact the student to advise him of the options open to him.
- 8. Appointment of internal and external examiners (PGR4)**
- 8.1 GRSB2016/A5/8.1, PhD, School of Biotechnology  
Professor Thomas McCarthy, University College Cork  
Approved
- 8.2 GRSB2016/A5/8.2, PhD, School of Chemical Sciences  
Professor Judith Bennett, University of York

Approved. It is noted that the School is to be advised of the importance of the timely completion of the PGR3 form (see item 7.11)

- 8.3 GRSB2016/A5/8.3, PhD, School of Chemical Sciences (re-submission GRSB2016/A3/8.18)  
Professor Erik Reimhult, University of Natural Resources & Life Sciences, Vienna  
This submission was considered as an early submission of thesis and approved. The internal and external examiners were approved.
- 8.4 GRSB2016/A5/8.4, PhD, School of Education Studies  
Professor Ros Wade, London Southbank University  
Approved
- 8.5 GRSB2016/A5/8.5, MA, School of Law and Government  
Dr Samuel Brazys, University College Dublin  
Approved
- 8.6 GRSB2016/A5/8.6, PhD, School of Nursing and Human Sciences  
Dr Robert Coen, St James's Hospital  
Approved
- 8.7 GRSB2016/A5/8.7, MSc, School of Physical Sciences  
Dr Tara Dalton, University of Limerick  
Not approved, as the appointment did not comply with regulations. It was noted that the School has been advised and will provide an alternative nomination. Should it be necessary the new nomination may be considered by Chair's action.
- 8.8 GRSB2016/A5/8.8, MA, School of Humanities, All Hallows College  
Dr Eamon Maher, ITT Dublin  
Approved
- 8.9 GRSB2016/A5/8.9, MSc, School of Health and Sciences, Dundalk IT  
Dr Pauline Meskell, National University of Ireland, Galway  
Approved
- 8.10 GRSB2016/A5/8.10, PhD, Humanities, All Hallows College  
Professor Peter Tyles, St Mary's University, Twickenham, London  
Approved

## **9. Other student issues**

### **9.1 Special case admission to year 2 PhD track**

- 9.1.1 GRSB2016/A5/9.1.1, MEd, SPD  
Approved, in the exceptional circumstances of this case



**9.2 Request for Extension to Maximum Registration Period or Re-admission to the Research Programme (PGR14)**

9.2.1 GRSB2016/A5/9.2.1, PhD, DCU Business School  
Approved

9.2.2 GRSB2016/A5/9.2.2, PhD, DCU Business School  
Approved

9.2.3 GRSB2016/A5/9.2.3, EdD, School of Education Studies  
Approved

**10. Any other business**

**10.1** The Chair noted the departure from GRSB of Professor Kevin Rafter who is stepping down as Associate Dean for Research in the Faculty of Humanities and Social Sciences. She thanked him for his valued contribution to the Board noting his commitment to high standards and noting also that he had created a very coherent approach across such a diverse Faculty.

The Chair noted her thanks to Ms Margaret Irwin-Bannon for the efficient and organised way she has worked on GRSB. A note of thanks was also extended to Ms Lisa Buckley for her valued contribution to GRSB and the examination process.

Signed: \_\_\_\_\_  
Chair

Date: \_\_\_\_\_

**Date of next meeting:**

Monday 5 September 2016 at 9.30 a.m. in A204