

GRADUATE RESEARCH STUDIES BOARD

MINUTES

Thursday 18 May 2017

9.30 am – 12.00 pm in A204

Present: Dr Joseph Stokes (Chair), Ms Carol Grehan, Dr Charlotte Holland, Ms Margaret Irwin-Bannon (Secretary), Ms Rachel, Keegan, Ms Roisin Morris-Drennan, Dr Tim McCormac, Dr Caroline McMullan, Professor Eugene McNulty, Dr Mark Roantree, Mr Allan Stevenson, Dr Mary Rose Sweeney, Dr Ana Terrés

Apologies: Ms Michelle Brennan, Professor David Collings, Dr Blánaid White

SECTION A: MINUTES AND RELATED ISSUES

1. Adoption of agenda

The agenda was adopted subject to the addition of two items under AOB.

2. Minutes of the meeting of 20 April 2017

The minutes of the meeting of 20 April 2017, were approved subject to the following amendments:

- Add Ms. R. Keegan to attendance list
- 3.16, replace 'joint' with 'dual'
- 10.9, replace School of Human Development with School of Policy and Practice

3. Matters arising from the minutes of 20 April 2017

- 3.1** It was noted that the Residing Abroad Principles document would be the subject of further consultation with relevant units in the university. It was anticipated that an updated document would be drafted, considered by a sub-group of GRSB and available for consideration by GRSB at its September 2017 meeting (3.1).
- 3.2** It was noted that feedback with respect to the Residing Abroad Principles had been provided by the Faculty of Computing and Engineering (Items 3.3).
- 3.3** It was noted that discussions are ongoing with respect to a Joint Supervision Agreement with the University of Southampton (Item 3.2).
- 3.4** It was noted that feedback from the Faculty of Engineering and Computing with respect to a faculty policy on existing staff taking the Research Integrity module would be provided following a Faculty meeting due to take place on 18 May 2017 (Item 3.4).
- 3.5** It was noted that an investigation of mechanisms for the awarding of credits to students for the completion of the research integrity module is ongoing (Item 3.5).
- 3.6** It was noted that guideline documents with respect to the PhD/MA through Creative or Performance Practice and PhD/MA by artefact are on the agenda of this meeting of GRSB (Item 3.8).
- 3.7** It was noted that the document entitled *Guidance for Resolution of Student/supervisor Issues* is on the agenda of this meeting (Item 3.10).
- 3.8** It was noted that an amended Recognition of Prior Learning Policy for Research Programmes is on the agenda of this meeting (Item 5).
- 3.9** It was noted that the MPhil (Education) being added to the awards listed in Marks and Standards would be considered under item 7 of the agenda (Item 6).
- 3.10** It was noted that the document entitled *Guidance on the Appointment and Remit of an Independent Panel Member* is on the agenda of this meeting (Item 8).
- 3.11** It was noted that work is ongoing on a proposal to develop reciprocal arrangements to assist schools/faculties to address gender mix in the appointment of examination panels (Item 11.).

- 3.12** It was noted that the completion of a notification of intention to submit form (PGR4) for candidate in the School of Chemical Sciences was awaiting a response from the School that the gender mix of the examining panel could be addressed through the appointment of the Independent Chair (Item 11.7).
- 3.13** It was noted that the notification of intention to submit form (PGR4) for candidate in the School of Chemical Sciences was deemed approved following final confirmation of the supervisory panel (Item 11.8).
- 3.14** It was noted that the notification of intention to submit form (PGR4) for candidate in the School of Law and Government was deemed approved following final confirmation that an external examiner from a closer geographical proximity could not be appointed for this candidate (Item 11.40).
- 3.15** It was noted that a request for an extension of the maximum registration period (PGR14) for a candidate from the School of Health and Human Performance was deemed approved following re-submission of the form which was completed by the principal supervisor (Item 13.7).
- 3.16** It was noted that a final draft of the Academic Regulations for Postgraduate Degrees by Research and Thesis is on the agenda of this meeting of GR SB (Item 3.15).
- 3.17** It was noted that the notification of intention to submit form (PGR4) for a candidate in the School of Health and Human Performance, a decision on which was deferred at the meeting of 20 April 2017, is on the agenda (item 9.4) of this meeting (Item 11.32).
- 3.18** It was noted that a revised application for confirmation on the PhD Register (PGR3) form, containing a full-text of the report on the written submission and confirmation of the supervisory panel had been submitted by the School of Physical Sciences and the PGR3 form was deemed approved (Item 3.6).
- 3.19** It was noted that details of Graduate Research Development training noted at GR SB of 20 April 2017 had been circulated for information (Item 4).
- 3.20** It was noted that the notification of intention to submit form (PGR4) for candidate in the School of Language and Intercultural Studies had been deemed approved following confirmation that an external examiner within a closer geographical proximity could not be appointed (Item 11. 2).
- 3.21** It was noted that the notification of intention to submit form (PGR4) for candidate in the School of Chemical Sciences was deemed approved following confirmation of a new internal examiner (Item 11.9).

- 3.22** It was noted that the notification of intention to submit form (PGR4) for candidate in the School of Chemical Sciences was deemed approved following confirmation of a new internal examiner (Item 11.13).
- 3.23** It was noted that the School of Computing had been requested to address if possible the gender mix of the examining panel through the appointment of the Independent Chair and the notification of intention to submit form (PGR4) for their candidate was deemed approved (Item 11.19).
- 3.24** It was noted that the School of Computing had been requested to address, if possible, the gender mix of the examining panel and the notification of intention to submit form (PGR4) for their candidate was deemed approved (Item 11.23).
- 3.25** It was noted that the School of Health and Human Performance had been requested to address, if possible, the gender mix of the examining panel through the appointment of the internal examiner and the notification of intention to submit form (PGR4) for their candidate was deemed approved (Item 11.33).
- 3.26** It was noted that the School of Human Performance has been requested to address, if possible, the gender mix of the examining panel through the appointment of the Independent Chair for a candidate. The notification of intention to submit form (PGR4) for this candidate was not approved as the notification was outside the minimum required by the regulations (Item 11.34).
- 3.27** It was noted that the School of History and Geography/Theology, Philosophy and Music had been requested to address, if possible, the gender mix of the examining panel through the appointment of the Independent Chair and the notification of intention to submit form (PGR4) for their candidate was deemed approved (Item 11.35).
- 3.28** It was noted that the School of Mechanical and Manufacturing Engineering had been requested to address, if possible, the gender mix of the examining panel through the appointment of the Independent Chair and the notification of intention to submit form (PGR4) for their candidate was deemed approved (Item 11.45).
- 3.29** It was noted that the School of Nursing and Human Sciences had been requested to address, if possible, the gender mix of the examining panel through the appointment of the Independent Chair and the notification of intention to submit form (PGR4) for their candidate was deemed approved (Item 11.47).
- 3.30** It was noted that the School of Physical Sciences had been requested to address, if possible, the gender mix of the examining panel through the appointment of the Independent Chair and the notification of intention to submit form (PGR4) for their candidate was deemed approved (Item 11.50).

- 3.31** It was noted that the School of Physical Sciences had been requested to address, if possible, the gender mix of the examining panel through the appointment of an internal examiner and the notification of intention to submit form (PGR4) for their candidate was deemed approved (Item 11.51).
- 3.32** It was noted that the School of Law and Government had been requested to address, if possible, the gender mix of the examining panel through the appointment of the Independent Chair and the notification of intention to submit form (PGR4) for their candidate was deemed approved (Item 11.59).
- 3.33** It was noted that the School of Health and Human Performance had been requested to address, if possible, the gender mix of the examining panel through the appointment of the Independent Chair and the notification of intention to submit form (PGR4) for their candidate was deemed approved (Item 11.60).
- 3.34** It was noted that with respect to addressing the issue of gender mix for examining panels and the *viva voce*, the focus in the immediate term will be on PhD candidates and ensuring through amendment of the PGR4 form that there is awareness in Schools of the need for a gender mix.

SECTION B: Policy and strategy issues

4. Graduate Researcher Development

Dr Charlotte Holland introduced items 4.1 - 4.5 as below, indicating that the GTE modules were being presented in principle to GRBSB with a view to their being part of the structured doctoral programme being developed by the DCU Institution of Education. In answer to queries on the specifics of modules (assessment type, sequence of offering), Dr Holland noted that additional detail will be added to the descriptors when module co-ordinators have been allocated. The modules as follows were approved in principle on the basis that more detailed descriptors would be prepared for the approval of GRBSB at its meeting of September 2017.

- 4.1** Research Design: An Introduction
Approved in principle

4.2 Research Design: Advanced
Approved in principle

It was recommended that the phrase ‘at an advanced stage of a PhD’ should be taken out of the module description information. It was also recommended that the phrase ‘in lay terms’ be taken out of learning outcome 3.

4.3 Applying Quantitative Research Methods to Educational Research
Approved in principle

4.4 Applying Qualitative Approaches to Educational Research
Approved in principle

4.5 Applying Mixed Methods Approaches to Educational Research
Approved in principle

In a general discussion which followed it was agreed that the approval of new GTE modules and the noting of structured doctoral programmes would be scheduled in future for the March meeting of GRSB to fit in with the academic structure schedule more generally.

5. Report from GRSB subgroup

The Chair noted that a subgroup of GRSB had met on Wednesday 10 May 2017 and had considered research policies and guidelines, details of which are outlined below.

5.1 Recognition of Prior Learning, Policy for Research Programmes

It was noted that following a check of a previous decision of GRSB, the amendments as proposed with respect to the approval, rather than noting of RPL have been reversed.

The policy, reflecting minor changes, as circulated was approved and will be submitted for the approval of Academic Council at its 19 June 2017 meeting.

5.2 Guidance for Research Students and Supervisors in Respect of Resolving Difficulties Informally

The document was approved, subject to the following:

- Amendment to the design of the diagram on page 2
- Delete ‘mental health’ and substitute with ‘health’

5.3 Guidance on the Appointment and Remit of an Independent Panel Member

The document was approved subject to minor amendments.

It was noted that an exercise is required to align the document as approved above with the Academic Roles and Responsibilities in Graduate Research document.

6. Guidelines for candidates, supervisors and examiners on the format of ‘PhD/MA by Artefact and PhD/MA through Creative or Performance Practice

The Chair noted that the MA by Artefact and MA through Creative or Performance Practice were being added to the Academic Regulations for Postgraduate Degrees by Research and Thesis and the guidelines as circulated were a modification of the guidelines already in place for the PhD (by Artefact/ through Creative or Performance Practice). It is intended that the MA by Research will be a pathway for entry, and not only an exit route.

Some minor amendments were suggested to both documents as follows:

- Delete the line on page 76 of GRSB documentation as follows ‘For MA (Research) awards the usual DCU regulations will apply’
- Page 77, delete ‘or have gained a Master’s degree in a cognate or creative discipline’
- Page 82, delete ‘For MA (Research) awards the usual DCU regulations will apply’
- Page 86, Amend the placement of the paragraph on costs.

Subject to the minor amendments above, the documents were approved.

7. Academic Regulations for Postgraduate Degrees by Research and Thesis 2017-2018

The Chair noted that some additional items had been raised with respect to the update of the Academic Regulations for Postgraduate Degrees by Research and Thesis 2017-2018 as follows:

- A discrepancy had been found between Marks and Standards in terms of the number of credits for award of Master’s by Research and this had been amended to reflect an upper limit of 180 credits.
- Some further discussion had taken place on the definition of a ‘new’ supervisor The Chair undertook to complete some further consultation and amend the documentation accordingly.
- An amendment to 11.4.6 (document as tabled at the meeting)

- Page 100, change ‘were’ to ‘where’.

The Academic Regulations for Postgraduate Degrees by Research and Thesis 2018 were approved subject to resolution of related items as named above. It was noted that the document will be referred for the approval of Academic Council at its meeting of 19 June 2017.

SECTION C: Individual student issues

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

8.1 GR SB2017/A4/8.1, PhD, School of Electronic Engineering
Approved

8.2 GR SB2017/A4/8.2, PhD, School of History and Geography
Approved

8.3 GR SB2017/A4/8.3, School of Mechanical and Manufacturing Engineering
Approved

9. Appointment of internal and external examiners (PGR4)

9.1 GR SB2017/A4/9.1, PhD, School of Biotechnology
Dr Katrina Campbell, Queen’s University Belfast
Approved

9.2 GR SB2017/A4/9.2, PhD, School of Communications
Professor Steen Steenen, Oslo & Akershus University College of Applied Sciences
Not approved, as the proposed external examiner does not have supervisory experience

9.3 GR SB2017/A4/9.3, PhD, School of Computing
Professor Stefan Rürger, The Open University, Milton Keynes
Approved

9.4 GR SB2017/A4/9.4, (original submission A3/11.32) PhD, School of Health and Human Performance
Professor Richard Schmidt, College of The Holy Cross, Massachusetts
Approved

9.5 GRSB2017/A4/9.5, MSc, School of Nursing and Human Sciences
Dr Suzanne Guerin, University College Dublin
Approved

9.6 GRSB2017/A4/9.6, PhD, School of Physical Sciences
Professor Tadeusz Stacewicz, University of Warsaw
Approved, subject to confirmation with the School that the gender mix of the examining panel will be addressed, if possible, through the appointment of the Independent Chairperson

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

10.1 GRSB2017/A4/10.1, PhD, School of Nursing and Human Sciences

The noting of the intention to reside/carry out research abroad was deferred and the following is awaited:

- Recognition of Prior Learning process to be conducted at faculty level and noted by GRBSB at its meeting of 22 June 2017
- Agreement between DCU and student for the supervision of a postgraduate research student, located remotely

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

11.1 GRSB2017/A4/11.1, MSc/PhD, School of Biotechnology
Approved

12. Other student issues

12.1 Transfer request: from Doctor of Business Administration to PhD
Approved

13. Any other business

13.1 Postgraduate Accommodation issue

The Chair informed the Board that an issue with respect to the re-allocation of postgraduate accommodation at year end had been raised with him by members of the Postgraduate Society. He informed members that the issue had been brought to the attention of University Executive and the Chief Operating Officer was now aware of the issue.

13.2 Annual Progress Report (PGR2)

It was noted that the Annual Progress Report (PGR2) online process is now live.

Signed: _____
Chair

Date: _____

Date of next meeting:

Thursday 22 June 2017

at 9.30 a.m. in A204