

## GRADUATE RESEARCH STUDIES BOARD

### MINUTES

Thursday 18 January 2018

9:30 a.m. – 10:50 a.m. in A204

**Present:** Dr Joseph Stokes (Chair), Ms. Michelle Brennan, Dr Charlotte Holland, Ms. Rachel Keegan (Recording), Professor Eugene McNulty, Ms. Roisín Morris-Drennan, Ms Sabrina Smart, Dr Mark Roantree

**Apologies:** Ms Fiona Brennan, Prof David Collings, Professor Christine Loscher, Dr Caroline McMullan, Dr Tim McCormac, Mr. Allan Stevenson, Dr Blánaid White

### SECTION A: MINUTES AND RELATED ISSUES

#### 1. Adoption of the agenda

The agenda was adopted subject to the addition of a PGR4 form under section 6 and one item under AOB.

#### 2. Minutes of the meeting of 30 November 2017

The minutes of the meeting of 30 November 2017 were confirmed subject to the following changes:

- an amendment to line 7 in item 7.1 to read ‘...that the option **may** exist for DkIT students to take credit-bearing modules in universities nationally...’
- an amendment to paragraph 5, line 2 in item 8.12 to read ‘...the current student information system does not **easily** facilitate this...’

#### 3. Matters arising from the minutes of 30 November 2017

3.1 An update on item 3.21 was deferred to the next meeting.

- 3.2 An update on item 4.3.1 was deferred to the next meeting.
- 3.3 An update on item 4.3.2 was deferred to the next meeting.
- 3.4 An update on item 10.1 and 10.2 was deferred to the next meeting.
- 3.5 Noted that the Chair conveyed the concerns of the Board to the School regarding the remote supervision of a student which had not been brought to GRBSB for consideration prior to the November 2017 meeting. The student has now submitted his soft-bound thesis so no further action is required in this case (Item 10.3).
- 3.6 Noted that item 3.17 has been completed.
- 3.7 Noted that item 8.5 has been completed.
- 3.8 Noted that item 10 (online template agreement) has been completed.
- 3.9 Noted that work on ensuring the gender mix of examining panels through cross-school arrangements is ongoing (Item 3.1).
- 3.10 Noted that work is ongoing on the guidelines on recital/performance and capacity building in terms of examiners (Item 3.2).
- 3.11 Noted that work is ongoing on the Residing Abroad Principles (Item 3.3).
- 3.12 Noted that work is ongoing on the recognition of completion of the Research Integrity module (Item 3.4).
- 3.13 Noted that a re-submitted PGR4 form for a candidate in the School of Human Development is on the agenda (item 6.5) of this meeting (Item 3.9).
- 3.14 Noted that the pilot of the Irish Survey of Student Engagement for research students is due to take place in March 2018 (Item 3.14).
- 3.15 Noted that work on the DCU Retired Staff Research Agreement/DCU Emeritas Professorships policy is progressing (Item 3.16).
- 3.16 Noted that additional information with respect to a PGR3 form submitted for a candidate from the School of Biotechnology is awaited (Item 3.18, item 9.4 19 October 2017).
- 3.17 Noted that additional information on the experience of the nominated external examiner with respect to a PGR4 form submitted by the School of Law and Government is awaited (Item 3.25—item 10.5, 19 October 2017).
- 3.18 Noted that submission of a finalised version of the GTE module, Conference and Symposium Organisation 1 is awaited (Item 4.11, 4.12 and 4.2).
- 3.19 Noted that Registry will amend the PGR3 form to include the date of transfer/confirmation (Item 8).

- 3.20 Noted that additional information with respect to a PGR3 form submitted for a candidate from the School of Health and Human Performance is awaited (Item 8.6).
- 3.21 Noted that re-submission of a fully completed PGR3 form for a candidate in the School of Nursing and Human Sciences is awaited (Item 8.12).
- 3.22 Noted that issues with respect to the inclusion of the nomination of the Independent Chairperson on the PGR4 form will be addressed in the revisions of the Academic Regulations for postgraduate degrees by Research and Thesis (Item 9).
- 3.23 Noted that additional information with respect to a PGR4 form for a candidate in the School of Chemical Sciences is awaited (Item 9.3).
- 3.24 Noted that with respect to the Residing Abroad Guidelines consideration will be given to ensuring articulation with sections in the Academic Regulations for postgraduate degrees by Research and Thesis (Item 10).
- 3.25 Noted that it had been indicated on the minutes of 19 October 2017 that a PGR3 had been approved following confirmation that an examination had been conducted by both the principal examiner and the internal examiner. However approval had not been obtained at this time, but was subsequently (Item 3.12).
- 3.26 Noted that Dr McCormac had informed colleagues that PGR3 forms should include more detailed reports on the written and oral examinations than is currently provided (Item 8.7).
- 3.27 Noted that the School of Law and Government was notified of the following with respect to the completion of a PGR3 form: it should include an indication that the examination was conducted by all relevant staff members; that reports on the written and oral examinations should be of an appropriate length; a revised form should normally include a revised signature page (Item 8.9).
- 3.28 Noted that a revised PGR3 form was submitted by the School of Nursing and Human Sciences with confirmation that all relevant staff members were appropriately involved in the examination in line with regulations, and with a more detailed report on the oral examination than is available at present. The form was deemed approved (Item 8.11).
- 3.29 Noted that a revised PGR13 for a candidate in DCU Business School was submitted and deemed approved (Item 10.2).
- 3.30 Noted that a PGR4 submitted for a candidate in the School of Health and Human Performance was approved by Chair's Action 7 December 2017.
- 3.31 Noted that a PGR4 submitted for a candidate in the School of Law and Government was approved by Chair's Action 10 January 2018.

## **SECTION B: Policy and Strategy Issues**

#### **4. Graduate Research Development**

There were no items for consideration.

- 4.1 Postgraduate Regulations; The Chair noted that if there are to be any further changes to the Academic Regulations for postgraduate degrees by Research and Thesis, then they should be sent to him in advance of the next GRSB meeting, as all changes for 2018/2019 must be approved by GRSB at its April 2018 meeting.

#### **SECTION C: Individual Student Issues**

#### **5. Applications for transfer to the PhD Register or Confirmation on the PhD Register (PGR3)**

- 5.1 GRSB2018/A1/5.1, School of Applied Languages & Intercultural Studies

Approved subject to rewording of the text on the form to reflect the joint nature of the examination

- 5.2 GRSB2018/A1/5.2, School of Applied Languages & Intercultural Studies

Approved. It was noted that the report recommended 'transfer to PhD track' in error and that confirmation on the PhD register was in fact recommended.

- 5.3 GRSB2018/A1/5.3, School of Chemical Sciences

Deferred decision. The report on the oral examination was not deemed to be sufficient and concerns were noted in relation to the limitations identified in the examination. The Chair will contact the School to discuss the issues identified.

- 5.4 GRSB2018/A1/5.4, School of Chemical Sciences

Approved.

- 5.5 GRSB2018/A1/5.5, School of Chemical Sciences

Approved. It was noted that the report on the oral examination recommends 'transfer to the PhD track' in error and that confirmation on the PhD register was in fact recommended.

- 5.6 GRSB2018/A1/5.6, School of Mechanical and Manufacturing Engineering

Approved subject to the provision of a more detailed report in section B (ii)

- 5.7 GRSB2018/A1/5.7, School of Nursing & Human Sciences

Approved.

**5.8** GRSB2018/A1/5.8, School of Policy & Practice

Approved.

**6. Appointment of internal and external examiners (PGR4)**

In the context of the consideration of a PGR4 form for a candidate on a professional doctorate programme, the Chair undertook to seek feedback and revise the proposed submission timelines for postgraduate forms for the approval of GRSB.

**6.1** GRSB2018/A1/6.1, PhD, School of Biotechnology

Dr Dagmar Stengel, NUIG

Approved

**6.2** GRSB2018/A1/6.2, PhD, School of Nursing & Human Sciences

Professor Keith Tudor, Auckland University of Technology

Approved

**6.3** GRSB2018/A1/6.3, PhD, School of Physical Sciences

Dr David Sands, University of Hull

Approved subject to the gender mix being addressed through the nomination of a new independent chair or an explanation as to why this is not possible.

**6.4** GRSB2018/A1/6.4, PhD, DkIT School of Health & Science

Professor Karl-Erik Anderson, Wake Forest University, USA

Approved

**6.5** GRSB2018/A1/6.5, PhD, School of Policy and Practice

Professor Stan Tucker, Newman College Birmingham

Approved

Professor Aud Berggraf Sæbø, University of Stavanger

Approved

**7. Notice of intention to reside/carry out research abroad (PGR13)**

**7.1** GRSB2018/A1/7.1, School of Language, Literacy and Early Childhood Education

Approved

**8. Other student issues**

**8.1** Special Case Admission to PhD programme, DCUBS

Approved. It was noted that, for the purpose of calculating the maximum registration period and notification of intention to submit timelines, the student is deemed as

having completed 29 months (as of the end of January 2018) and that the student will be registered on the PhD register.

**8.2** Request to transfer PhD students from Maynooth University, School of Computing

Approved. It was noted that, for the purpose of calculating the maximum registration period and notification of intention to submit timelines, the students are deemed as having completed 29 months (as of the end of January 2018) and that the students will be registered on the PhD register.

**9. Any other business**

*9.1 Regulations for PhD by publication in context of joint award agreements*

A question was raised by DkIT, via GSO, in relation to the regulations around PhD by Publication. This query relates specifically to joint award agreements where the requirements in DCU are stricter than those expected in the partner German university. It was agreed that there is also a broader question around copyright. The Chair asked the ADRs to bring this item back to the FRCs to see if there is broad agreement on the level set out in the regulations for PhD by Publication and to determine if there is any merit in revisiting this at the next GRSB meeting.

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

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

Chair

**Date of Next Meeting:**

Thursday 1 March 2018

9:30 a.m. in A204