

**GRADUATE RESEARCH STUDIES BOARD****MINUTES**

Thursday 21 June 2018

9:30 a.m. – 11.50 a.m. in A204

- Present:** Professor David Collings, Ms Margaret Irwin-Bannon (Secretary), Ms Rachel Keegan, Dr Tim McCormac, Ms Roisín Morris-Drennan, Ms Sabrina Smart, Professor Joseph Stokes (Chair) and Dr Blánaid White
- Apologies:** Ms Michelle Brennan, Mr Peter Brennan, Ms Fiona Brennan, Dr Charlotte Holland, Professor Christine Loscher, Dr Caroline McMullan, Professor Eugene McNulty and Dr Mark Roantree

**SECTION A: MINUTES AND RELATED ISSUES****1. Adoption of the agenda**

The agenda was adopted with the addition of item 8.16 (PGR4 form).

**2. Minutes of the meeting of 24 May 2018**

The minutes of the meeting of 24 May 2018 were approved and signed by the Chair.

**3. Matters arising from the minutes of 24 May 2018**

- 3.1 The Chair noted that he had corresponded with SIPTU to confirm that the union has no mandate to represent postgraduate students and he had also updated the Executive Deans and Associate Deans for Research in this regard. He noted that procedures are in place so that any issues research students may have can be dealt with at a local level (Item 3.1).
- 3.2 It was noted that ISS had provided clarification with respect to the one-off use of a venue not specified in the procedures for conducting *viva voce* examinations using video-conferencing facilities. It was confirmed by ISS that the case referenced had been unique and that the appropriate venues as listed in the published procedure document have not been amended (Item 3.3).

- 3.3 The Chair noted that he had consulted with the Vice President for Research with respect to making some amendments to the Retired Researcher Policy and it was confirmed that the policy is currently being considered by Human Resources and will not be referred to Executive until HR related items are resolved (Item 3.4).
- 3.4 It was noted that a meeting would be arranged with the Associate Deans for Research to discuss the provision of resources with respect to the GTE module GS602, Postgraduate Tutoring: Principles and Practice (Item 3.5).
- 3.5 It was noted that work on ensuring the gender mix of examining panels through cross-school arrangements is ongoing (Item 3.6).
- 3.6 It was noted that work is ongoing on the guidelines on recital/performance and related capacity building (Item 3.7).
- 3.7 It was noted that work is ongoing on the Residing Abroad Principles (Item 3.8).
- 3.8 It was noted that work is ongoing on the drafting of guidelines for the 10,000-word document which accompanies the PhD by publication submission (Item 3.10).
- 3.9 It was noted that the document entitled *Professional Doctorates, Time line for consideration of PGR4 forms* will be completed for September 2018 (Item 3.11).
- 3.10 It was noted that follow-up is ongoing with respect to a PGR4 form for a candidate in DCU Business School for whom a second external examiner is required (Item 6.3).
- 3.11 It was noted that follow-up is ongoing with respect to a PGR4 form for a candidate in the School of Nursing and Human Sciences where the signature of the Head of School and the replacement of the Independent Chair is required (Item 6.10).
- 3.12 It was noted that consideration of the ‘part submission’ of PGR6 forms in the context of students remaining ‘in examination’ is ongoing (Item 7.3).
- 3.13 It was noted that follow-up with respect to a PGR4 form for a candidate in the School of Nursing and Human Sciences, where it was requested that an alternative internal examiner be appointed was completed and the panel was deemed approved (Item 3.15).
- 3.14 It was noted that follow-up with respect to a PGR4 form for a candidate in the School of Mechanical and Manufacturing Engineering was completed and the panel was deemed approved (Item 3.14).
- 3.15 It was noted that a PGR4 form for a candidate in the School of Chemical Sciences was deemed approved following nomination of an Independent Chair and clarification of the experience of the nominated external examiner (Item 6.13).

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

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

#### **4.1 Graduate Training Elements**

##### 4.1.1 Faculty of Science and Health: BE570: Computational Science

Approved. It was clarified that the detail under the module content heading in the module descriptor had been updated on the Akari module descriptor. It was requested that clarification is provided on the module resit category.

#### **4.1 Structured Doctoral/Research Pathways**

##### **4.2.1 DCU Business School**

Noted

##### **4.2.2 Faculty of Engineering and Computing**

###### 4.2.2.1 School of Computing

Noted

###### 4.2.2.2 School of Electronic Engineering

Noted

###### 4.2.2.3 School of Mechanical and Manufacturing Engineering

Noted

##### **4.2.3 Faculty of Humanities and Social Sciences**

###### 4.2.3.1 School of Applied Language and Intercultural Studies

Noted

###### 4.2.3.2 School of Communications

Noted

###### 4.2.3.3 School of English

Noted

###### 4.2.3.4 Fiontar agus Scoil na Gaeilge

Noted

###### 4.2.3.5 School of History and Geography

Noted

4.2.3.6 School of Law and Government

Noted

4.2.3.7 School of Theology, Philosophy and Music

Noted

**4.2.4 DCU Institute of Education (PhD/Masters by Research Pathway)**

Noted

**4.2.5 Faculty of Science and Health**

4.2.5.1 School of Biotechnology

Noted

4.2.5.2 School of Chemical Sciences

Noted

4.2.5.3 School of Health and Human Performance

Noted

4.2.5.4 School of Mathematical Sciences

Noted

4.2.5.5 School of Nursing and Human Sciences

Noted

4.2.5.6 School of Physical Sciences

Noted

**5. Update on English language derogation for research students: Faculty of Engineering and Computing and Faculty of Science and Health**

The Chair informed the Board that the University Standards Committee had approved the continuation of the English language derogation for research students in the Faculties of Engineering and Computing and Science and Health at the meeting of 31 May 2018 subject to the following:

- The addition to the documentation of a requirement that the student should engage with a formal English language course designed to bring his/her standard of English up 0.5 IELTS or equivalent, using DCU Language Services or an equivalent service.

As recommended by GRSB, USC agreed that the derogation should be subject to review every two years.

It was noted that the derogation documentation has been updated to reflect the recommendations made by USC and will be circulated in due course.

## **6. Request for joint principal supervisor arrangement (DCU/UCD)**

Approved in the particular circumstances of this proposal

It was recommended by GRSB that due consideration should be given to nominating an experienced, senior member of DCU staff as the Independent Panel member in the circumstances of this joint principal supervisor arrangement.

## **SECTION C: Individual student issues**

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

7.1 GRSB2018/A5/7.1, School of Applied Language and Intercultural Studies  
Approved

7.2 GRSB2018/A5/7.2, School of Applied Language and Intercultural Studies  
Approved

7.3 GRSB2018/A5/7.3, School of Applied Language and Intercultural Studies  
Approved, subject to amendment to section B (ii), report on oral examination, reflecting that the oral examination was conducted by both the principal supervisor and internal examiner.

7.4 GRSB2018/A5/7.4, School of Applied Language and Intercultural Studies  
Approved

7.5 GRSB2018/A5/7.5, School of Biotechnology  
Approved

7.6 GRSB2018/A5/7.6, School of Chemical Sciences  
Approved, subject to receipt of student's signature

7.7 GRSB2018/A5/7.7, School of Chemical Sciences  
Approved

- 7.8 GRSB2018/A5/7.8, School of Engineering, DkIT  
Approved
- 7.9 GRSB2018/A5/7.9, School of Health and Science, DkIT  
Approved
- 7.10 GRSB2018/A5/7.10, School of Health and Human Performance  
Approved
- 7.11 GRSB2018/A5/7.11, School of Law and Government  
Approved
- 7.12 GRSB2018/A5/7.12, School of Nursing and Human Sciences  
Approved subject to amendment to section B (ii), report on oral examination, reflecting that the oral examination was conducted by both the principal supervisor and internal examiner
- 7.13 GRSB2018/A5/7.13, School of Nursing and Human Sciences  
Approved
- 7.14 GRSB2018/A5/7.14, School of Physical Sciences  
Approved
- 7.15 GRSB2018/A5/7.15, School of STEM Education, Innovation and Global Studies  
Approved
- 7.16 GRSB/A5/7.16, School of Physical Sciences  
Approved, subject to deletion of the last sentence of the report on the written submission, Section B (i)
- 7.17 GRSB/A5/7.17, School of Communications  
Approved
- 8. Appointment of internal and external examiners (PGR4)**
- 8.1 GRSB2018/A5/8.1, PhD, School of Applied Language and Intercultural Studies  
Approved
- 8.2 GRSB2018/A5/8.2, PhD, School of Biotechnology  
Approved
- 8.3 GRSB2018/A5/8.3, PhD, School of Biotechnology/NICB  
Approved

- 8.4 GRSB2018/A5/8.4, PhD, School of Chemical Sciences  
Approved
- 8.5 GRSB2018/A5/8.5, PhD, DCU Business School  
Approved
- 8.6 GRSB2018/A5/8.6, EdD, DCU Institute of Education  
Approved, subject to provision of written confirmation from the School of the appropriateness of the experience of the nominated external examiner
- 8.7 GRSB2018/A5/8.7, EdD, DCU Institute of Education  
Not approved as the nomination of the external examiner was not compliant with Academic Regulations, paragraph 10.2.6
- 8.8 GRSB2018/A5/8.8, PhD, Fiontar agus Scoil na Gaeilge  
Approved
- 8.9 GRSB2018/A5/8.9, PhD, Health and Science, DkIT  
Approved
- 8.10 GRSB2018/A5/8.10, MA, School of Informatics and Creative Arts, DkIT

A discussion took place with respect to the consideration of items 8.10 and 8.11 and it was noted that the nominated internal examiners in each case did not hold a qualification to doctoral level and therefore did not meet DCU requirements to act as internal examiners (see 10.1 of DCU Academic Regulations). It was noted that the Dundalk Institute of Technology Academic Regulations permits internal examiners, who hold an award at the level of the award they are examining, to be appointed to examination panels.

Whilst GRSB acknowledged the distinction being made in that each of these submissions related to an MA by research, it was agreed to defer the decision on approval until clarification could be sought on the alignment of, and differences between the academic regulations of each institution.

It was agreed that Chair's Action could be taken on items 8.10 and 8.11 depending on the outcome of the clarification.

- 8.11 GRSB2018/A5/8.11, MA, School of Informatics and Creative Arts, DkIT  
Please see note above
- 8.12 GRSB2018/A5/8.12, PhD, School of Law and Government  
Not approved, as the nominated external examiner did not meet the criteria as stipulated in the Academic Regulations (10.2.9)

- 8.13 GRSB2018/A5/8.13, PhD, School of Nursing and Human Sciences  
Approved
- 8.14 GRSB2018/A5/8.14, PhD, School of Nursing and Human Sciences  
Approved
- 8.15 GRSB2018/A5/8.15, PhD, School of Health and Sciences, DkIT  
Approved
- 8.16 GRSB2018/A5/8.16, MSc, School of Health and Human Performance  
Approved

## **9. Notice of Intention to Reside/Carry out Research Abroad (PGR13)**

- 9.1 GRSB2018/A5/9.1, School of Inclusive and Special Education  
It was noted that additional information was required with respect to the DCU/Student Supervisory Agreement and the nature of the face-to-face meetings proposed. The practicalities for the student, who will be resident in Germany and conducting research in two other countries, where he/she will not be resident, was queried.
- 9.2 GRSB2018/A5/9.2, School of Language, Literacy and Early Childhood Education  
Noted, subject to the provision of the identity of the supervisor at the partner university in the DCU/Student Supervisory Agreement (page 3)

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

- 10.1 GRSB2018/A5/10.1, School of Biotechnology  
Approved
- 10.2 GRSB2018/A5/10.2, School of Communications  
Approved
- 10.3 GRSB2018/A5/10.3, DCU Business School  
Approved
- 10.4 GRSB2018/A5/10.4, DCU Business School  
Approved. It was noted that although the application for the extension of registration mentions 'eighteen months', the student's registration may only be extended for one year as per the regulations, however it was noted that a second extension may be sought should the need arise.
- 10.5 GRSB2018/A5/10.5, School of Health and Human Performance  
Approved



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

11.1 GRSB2018/A5, 11.1, School of Nursing and Human Sciences  
Not approved. GRSB requested the provision of more detailed information on the rationale for the transfer to DCU, and the outstanding documentation. It was agreed that the transfer application would be reconsidered at the meeting of GRSB on 3 September 2018, upon submission of the complete documentation.

**12. Any other business**

There were no items of business.

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

**Date of next meeting:**

Monday 3 September 2018  
at 9.30 a.m. in A204