

## GRADUATE RESEARCH STUDIES BOARD MINUTES

Thursday 14 May 2020

9:30 a.m. – 12:00 p.m.

Zoom Meeting

**Present:** Ms Lisa Buckley, Ms Isabelle Caulfield, Prof Edel Conway, Dr Maura Coulter, Prof David Collings, Ms Karen Keating, Ms Rachel Keegan (Secretary), Dr Gillian Lake, Dr Pascal Landais, Prof Christine Loscher, Dr Kenneth McDonagh, Pro Eugene McNulty, Ms Christina O’Keeffe, Dr Sally Smith, Dr Joseph Stokes (Chair), Ms Jennifer Yore

**In attendance:** Ms Grainne Curran

**Apologies:** Dr Tim McCormac

### SECTION A: MINUTES AND RELATED ISSUES

#### 1. Adoption of the agenda

The agenda was adopted.

#### 2. Minutes of the meeting of 16 April 2020

The minutes of the meeting of 16 April 2020 were approved. It was noted that formal minutes would be signed once on-campus activity resumes.

#### 3. Matters arising from the minutes of 16 April 2020

- 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 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 completed (item 3.2) (original ref. item 9.28, 18 April 2020).

- 3.3 It was noted that follow-up with respect to a PGR3 form for a student in the School of Electronic Engineering, for which a decision was deferred pending further clarification on the rationale for the examiners' recommendation in sections B(i) and B(ii), is ongoing (item 3.3) (original ref. item 9.5, 27 February 2020).
- 3.4 It was noted that follow-up with respect to a PGR4 form for a student in the School of Applied Languages and Intercultural Studies, which was not approved due to the external examiner not meeting the requirements as set out in regulation 10.2.9, is ongoing (item 10.1).
- 3.5 It was noted that follow-up with respect to a PGR4 form for a student in DCU Institute of Education, which was approved subject to the nomination of a new chairperson, is completed (item 10.34).
- 3.6 It was noted that follow-up with respect to a PGR4 form for a student in the School of Physical Sciences, which was not approved due to the external examiner not meeting the requirements as set out in regulation 10.2.9, is completed (item 10.43).
- 3.7 It was noted that follow-up with respect to a PGR13 form, for a student in the School of Mechanical and Manufacturing Engineering, which was approved subject to a justification as to the reasons for requesting to reside abroad, is completed (item 11.1).
- 3.8 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 submission of a completed, up-to-date form, is completed (item 3.4) (original ref. item 9.14, 27 February 2020).
- 3.9 It was noted that follow up with respect to a PGR3 form, for a student in the School of Informatics and Creative Arts, DkIT, which was approved subject to the details of the independent panel member being provided, is completed (item 9.15).
- 3.10 It was noted that follow up with respect to a PGR3 form, for a student in the School of Informatics and Creative Arts, DkIT, which was approved subject to the details of the independent panel member being provided, is completed (item 9.16).
- 3.11 It was noted that follow up with respect to a PGR3 form, for a student in the School of Informatics and Creative Arts, DkIT, which was approved subject to the details of the independent panel member being provided, is completed (item 9.17).
- 3.12 It was noted that follow up with respect to a PGR3 form, for a student in the School of Informatics and Creative Arts, DkIT, which was approved subject to the details of the independent panel member being provided, is completed (item 9.18).

- 3.13 It was noted that follow-up with respect to a PGR4 form, for a student in the School of Computing, which was not approved due to the external examiner not meeting the requirements as set out in regulation 10.2.9, is completed (item 10.11).
- 3.14 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 confirmation of the thesis format, is completed (item 10.13).
- 3.15 It was noted a PGR4 form, for a student in DCU Institute of Education, which was not approved due to the relevant school nomination two external examiners from the same department in the past twelve months, is on the agenda (item 7.7) of today's meeting (item 10.23).
- 3.16 It was noted that a PGR4 form, for a student in DCU Institute of Education, which was not approved due to the relevant school nominating two external examiners from the same department in the past twelve months, in on the agenda (item 7.8) of today's meeting (item 10.24).
- 3.17 It was noted that a PGR4 form, for a student in DCU Institute of Education, which was not approved due to the relevant school nominating two external examiners from the same department in the past twelve months, is on the agenda (item 7.9) of today's meeting (item 10.33).
- 3.18 It was noted that a PGR4 form, for a student in the School of Nursing, Psychotherapy and Community Health, which was not approved due to the external examiner not meeting the requirements as set out in academic regulation 10.2.9, is on the agenda (item 7.10) of today's meeting (item 10.37).
- 3.19 It was noted that a PGR4 form, for a student in the School of Nursing, Psychotherapy and Community Health, which was not approved due to the external examiner not meeting the requirements as set out in academic regulation 10.2.9, is on the agenda (item 7.11) of today's meeting (item 10.38).
- 3.20 It was noted that a PGR4 form, for a student in the School of Nursing, Psychotherapy and Community Health, which was not approved due to the external examiner not meeting the requirements as set out in academic regulations 10.2.9, is on the agenda (item 7.12), of today's meeting (item 10.40).
- 3.21 It was noted that a PGR4 form, for a student in the School of Policy and Practice, which was not approved due to the school nominating two external examiners from the same department in the past twelve months, is on the agenda (item 7.13) of today's meeting (item 10.44).

**SECTION B: Policy and strategy issues****4. Graduate Researcher Development**

## 4.11 GTE Faculty of Science and Health – Module: Laboratory and Practical Tutoring

Approved. It was noted that the Chair would follow up with the Faculty on the appropriate module code.

**5. COVID-19: Continuity Arrangements**

The Chair updated GRSB on ongoing contingency planning in respect of PGR students and other researchers in the University. The Board were informed that an email was sent to all PGR students during the week clarifying some key points regarding PRG paperwork, logistical arrangements and wellbeing. A short survey has also been issued by GSO and findings of this survey will inform planned 'virtual coffee sessions' which will be hosted by the Dean of Graduate Studies.

There was a brief discussion on DoctoralNet and the supplemental supports available to students through this subscription. The Chair informed the Board that Alana James (DoctoralNet) has agreed to speak at one of the planned sessions.

The uncertainty facing PGR students was discussed including fees issues and access to research facilities. It was agreed that a decision on the Card Fee for final year students should be prioritised.

M. Coulter raised two issues in relation to PGR students in the IOE.

- Data collection issues are causing concerns for students, particularly for those who cannot collect data remotely and those who are conducting research involving children. These issues were noted by the Board. The Chair advised the Board that issues around data collection for PGRs is currently under review.
- Issues around completing the PGR13 was raised, particularly in relation to incoming international students for 20/21 and those who are currently aboard who may not be able to return for some time. It was agreed that it will be important to collect this information but a revised/streamlined process may be required.

**SECTION C: Individual student issues****6. Applications for transfer to the PhD Register or confirmation on the PhD Register (PGR3)**

- 6.1 GRSB2020/A4/6.1, School of Chemical Sciences  
Approved
- 6.2 GRSB2020/A4/6.2, School of Chemical Sciences  
Approved
- 6.3 GRSB2020/A4/6.3, School of Communications  
Approved
- 6.4 GRSB2020/A4/6.4, School of Communications  
Approved
- 6.5 GRSB2020/A4/6.5, School of Computing  
Approved
- 6.6 GRSB2020/A4/6.6, School of Electronic Engineering  
Approved

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

- 7.1 GRSB2020/A4/7.1, PhD, DCU Business School  
Approved
- 7.2 GRSB2020/A4/7.2, MA, School of Communications  
Approved
- 7.3 GRSB2020/A4/7.3, MSc, School of Health and Human Performance  
Approved
- 7.4 GRSB2020/A4/7.4, PhD, School of Health and Human Performance  
Approved
- 7.5 GRSB2020/A4/7.5, PhD, School of Health and Human Performance  
Approved
- 7.6 GRSB2020/A4/7.6, MPhil, School of History and Geography  
Approved
- 7.7 GRSB2020/A4/7.7, EdD, DCU Institute of Education  
Approved

- 7.8 GRSB2020/A4/7.8, EdD, DCU Institute of Education  
Approved subject to gender balance of the examination panel being addressed through the appointment of a new chairperson.
- 7.9 GRSB2020/A4/7.9, EdD, DCU Institute of Education  
Approved. It was noted that this is the third appointment for this external examiner in the past four years and this was approved as an exceptional case and not setting a precedent.
- 7.10 GRSB2020/A4/7.10, DPsych, School of Nursing, Psychotherapy and Community Health  
Approved
- 7.11 GRSB2020/A4/7.11, DPsych, School of Nursing, Psychotherapy and Community Health  
Decision deferred. It was noted that the School has nominated two examiners from the same department within the same institution in the past 12 months.
- 7.12 GRSB2020/A4/7.12, DPsych, School of Nursing, Psychotherapy and Community Health  
Approved
- 7.13 GRSB2020/A4/7.13, PhD, School of Policy and Practice  
Approved
- 7.14 GRSB2020/A4/7.14, PhD, School of Theology, Philosophy and Music  
Approved
- 8. Notice of Intention to Reside/Carry out Research Abroad (PGR13)**
- 8.1 GRSB2020/A4/8.1, Fiontar agus Scoil na Gaeilge  
Approved
- 9. Request for Extension to Maximum Registration Period OR Re-admission to the Research Programme (PGR14)**
- 9.1 GRSB2020/A4/9.1, PhD, DCU Business School  
Approved for 2020/21
- 9.2 GRSB2020/A4/9.2, PhD, DCU Business School  
Approved to 29 June 2020. It was noted that no further extensions would be considered by GRSB.
- 9.3 GRSB2020/A4/9.3, PhD, DCU Business School  
Approved

9.4 GRSB2020/A4/9.4, PhD, DCU Business School  
Approved

9.5 GRSB2020/A4/9.5, EdD, DCU Institute of Education  
Approved

**10. Any other business**

10.1 The PGR2 online system has been launched and details have been communicated to students. Annual performance review meetings should be conducted remotely using Zoom.

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

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

**Date of next meeting**

Thursday 18 June 2020

at 9.30 a.m.

via Zoom