

GRADUATE RESEARCH STUDIES BOARD

MINUTES

Thursday 16 May 2019

9:30 a.m. – 11:45 p.m. in A204

Present: Ms Michelle Brennan, Professor David Collings, Dr Yseult Freeney, Dr Charlotte Holland, Ms Rachel Keegan (Secretary), Dr Mark Roantree, Ms Sabrina Smart, Dr Sally Smith, Dr Joseph Stokes (Chair), Dr Blánaid White

Apologies: Ms Lisa Buckley, Professor Christine Loscher, Dr Tim McCormac, Professor Eugene McNulty

SECTION A: MINUTES AND RELATED ISSUES

1. Adoption of the agenda

The agenda was adopted.

The Chair noted that there was one item to be raised under AOB.

2. Minutes of the meeting of 18 April 2019

The minutes of the meeting of 18 April 2019 were approved and signed by the Chair.

3. Matters arising from the minutes of 18 April 2019

3.1 It was noted that the Chair had discussed cross-school arrangements in regards to ensuring gender mix of examining panels with relevant Schools. The item is now completed but may be revisited at a later date as needed (Item 3.2).

3.2 It was noted that all amendments to the *Academic Regulations for Postgraduate Degrees by Research and Thesis 2019-20* were completed and will be submitted to the next meeting of University Standards Committee for consideration (Item 7).

3.3 It was noted that work on guidelines on recital/performance is ongoing (Item 3.3).

- 3.4 It was noted that follow-up with respect to a PGR3 form for a student in the School of Computing, where provision of more detail in section B(i) and B(ii) of the form was requested, is still ongoing (Item 3.6), (Original ref. 9.7, 25 October 2018).
- 3.5 It was noted that requested changes to module descriptor LG609 is ongoing (Item 4.1).
- 3.6 It was noted that requested changes to module descriptor LC603 is ongoing (Item 4.2).
- 3.7 It was noted that follow up with respect to a PGR4 form for a student in the School of Chemical Sciences, where details of the independent chairperson was requested, was completed (Item 9.15).
- 3.8 It was noted that follow up with respect to a PGR4 form for a student in the School of Health and Human Performance, where the nomination of a new internal examiner was requested, is ongoing (Item 9.28).
- 3.9 It was noted that follow up with respect to a PGR4 form for a student in the School of Law and Government, where clarification was sought that the internal examiner has not been involved in the supervision of the student, was completed (Item 9.35).
- 3.10 It was noted that the minimum registration submission timelines for PGR4 forms is on the agenda (item 6) of this meeting (Item 3.4).
- 3.11 It was noted that the draft guidelines and the proposed declaration of authorship is on the agenda (item 5) of this meeting (Item 3.8, original ref. item 6, 18 April 2018).
- 3.12 It was noted that a PGR4 form for a student in the School of Applied Languages and Intercultural Studies, which was deferred, due to the external examiner not meeting the requirements in regards to the *Academic Regulations for Postgraduate Degrees by Research and Thesis*, is on the agenda (item 8.1) of this meeting (Item 9.2).
- 3.13 It was noted that a PGR4 form for a student in the School of Computing, which was deferred, due to the School nominating two external examiners from the same department in the same institution, is on the agenda (item 8.5) of this meeting (Item 9.18).
- 3.14 It was noted that a PGR4 form for a student in the School of Computing, which was deferred, due to the School nominating two external examiners from the same department in the same institution, is on the agenda (item 8.3) of this meeting (Item 9.19).

- 3.15 It was noted that a PGR4 form for a student in the School of Computing, which was deferred, due to the School nominating two external examiners from the same department in the same institution, is on the agenda (item 8.6) of this meeting (Item 9.20).
- 3.16 It was noted that a PGR4 form for a student in the School of Computing, which was deferred, due to a possible conflict of interest, is on the agenda (item 8.4) of this meeting (Item 9.23).
- 3.17 It was noted that a PGR3 form for a student in the School of Nursing and Human Sciences, which was approved subject to provision of the Head of School signature, was completed (Item 8.6).
- 3.18 It was noted that a PGR3 form for a student in the School of Humanities, Mater Dei Institution, which was approved subject to provision of the Internal Examiner signature, was completed (Item 8.9).
- 3.19 It was noted that a PGR4 form for a student in the School of Biotechnology, which was approved subject to clarification of the External Examiners experience in the examination of research candidates, was completed (Item 9.8).
- 3.20 It was noted that a PGR4 form for a student in Fiontar agus Scoil na Gaeilge, which was approved subject to clarification that the student is submitting for a PhD, and subject to the completion of the missing external examiner experience section of the PGR4 form, was completed (Item 9.25).
- 3.21 It was noted that a PGR4 form for a student in the DCU Institute of Education, which was approved subject to clarification that the student is submitting in monograph format, was completed (Item 9.33).
- 3.22 It was noted that a PGR4 form for a student in the School of Creative Arts, Media and Music, DkIT, which was approved subject to receipt of the abstract, was completed (Item 9.46).
- 3.23 It was noted that a PGR4 form for a student in the School of Health and Human Performance, for which a decision was deferred, due to a more detailed justification being required as to why an appropriate examiner at closer proximity could not be identified, was completed by Chairs Action (Item 9.48).

SECTION B: Policy and strategy issues

4. Graduate Researcher Development

4.1 GTE Module CA639 Artificial Intelligence Methods

Approved

It was noted that the module code is missing from the provided descriptor.

4.2 GTE Module MM601 Numerical Methods for CFD with OpenFOAM

Approved

4.3 GTE Module XXXXX Additive Manufacturing

Approved

It was noted that the module code is missing from the provided descriptor and that the workload titled 'Fieldwork' may be more accurately classified as 'Laboratory'.

5. Guidelines for candidates, supervisors and examiners on the 'PhD by Publication' format

The Chair noted that the PhD by publication guidance had been updated to reflect discussions at the GRSB meeting of 18 April 2019. He encouraged circulation of the document at faculty level for further input. The updated document will be circulated to ADR's and the item will be considered again at the GRSB meeting of 20 June 2019.

6. Minimum Registration Submission Timelines (PGR4) (update relating to EdD)

The Chair discussed suggested changes to the timelines for Masters by research submissions. The submission timelines for Professional Doctorates were also clarified by the Chair. It was agreed that further consideration is needed in respect to Masters by research submission timelines. The item will be considered again at the GRSB meeting of 20 June 2019.

SECTION C: Individual student issues**7. Applications for transfer to the PhD Register or confirmation on the PhD Register (PGR3)**

- 7.1 GRSB2019/A4/7.1, School of Communications
Approved
- 7.2 GRSB2019/A4/7.2, School of Computing
Approved
- 7.3 GRSB2019/A4/7.3, School of Electronic Engineering
Approved
- 7.4 GRSB2019/A4/7.4, School of Health & Human Performance
Approved
- 7.5 GRSB2019/A4/7.5, School of History & Geography
Approved
- 7.6 GRSB2019/A4/7.6, School of Nursing & Human Sciences
Approved
- 7.7 GRSB2019/A4/7.7, School of Policy & Practice
Approved
- 7.8 GRSB2019/A4/7.8, School of Theology, Philosophy & Music
Approved

8. Appointment of internal and external examiners (PGR4)

- 8.1 GRSB2019/A4/8.1, PhD, School of Applied Language & Intercultural Studies
Not approved as the External examiner does not meet the requirements in regards to the *Academic Regulations for Postgraduate Degrees by Research and Thesis*.
- 8.2 GRSB2019/A4/8.2, PhD, DCU Business School
Approved
- 8.3 GRSB2019/A4/8.3, MSc, School of Computing
Approved

- 8.4 GRSB2019/A4/8.4, PhD, School of Computing
Approved
- 8.5 GRSB2019/A4/8.5, PhD, School of Computing
Approved
- 8.6 GRSB2019/A4/8.6, PhD, School of Computing
Decision deferred. It was noted that the School of Computing is nominating two external examiners from the same department in the same institution.
- 8.7 GRSB2019/A4/8.7, PhD, School of Electronic Engineering
Decision deferred. It was noted that a justification is required as to why an appropriate examiner at closer proximity could not be identified.
- 8.8 GRSB2019/A4/8.8, PhD, School of History & Geography
Approved
- 8.9 GRSB2019/A4/8.9, PhD, School of Mechanical & Manufacturing Engineering
Approved
- 8.10 GRSB2019/A4/8.10, PhD, School of STEM Education, Innovation & Global Studies
Approved
- 9. Request for Extension to Maximum Registration Period OR Re-admission to the Research Programme (PGR14)**
- 9.1 GRSB2019/A4/9.1, PhD, DCU Business School
Approved for the 2019/20 academic year.
- 9.2 GRSB2019/A4/9.2, PhD, DCU Business School
Approved for the 2019/20 academic year.
- 9.3 GRSB2019/A4/9.3, PhD, School of Nursing & Human Sciences
Approved for the 2019/20 academic year.
- 10. Any other business**
Ms Sabrina Smart informed the GRSB that the annual review (PGR2) online system was live and that the deadline for completion of annual review reports is 17 July 2019.

Signed: _____ Date: _____

Date of next meeting

Thursday 20 June 2019

at 9.30 a.m. in A204