

GRADUATE RESEARCH STUDIES BOARD

Thursday 18 April 2019

9:30 a.m. – 12:30 p.m. in A204

Present: Ms Michelle Brennan, Ms Lisa Buckley, Dr Yseult Freaney, Dr Charlotte Holland, Ms Margaret Irwin-Bannon, Ms Rachel Keegan (Secretary), Professor Christine Loscher, Dr Tim McCormac, Ms Sabrina Smart, Dr Sally Smith, Dr Joseph Stokes (Chair), Dr Blánaid White

Apologies: Professor David Collings, Professor Eugene McNulty, Dr Mark Roantree

The Chair welcomed Ms Rachel Keegan to the meeting in her new capacity as Secretary. The Chair thanked the outgoing Secretary, Ms Margaret Irwin-Bannon, for her work and support to the GRSB and the Dean of Graduate Studies.

SECTION A: MINUTES AND RELATED ISSUES

1. Adoption of the agenda

The agenda was adopted, subject to

- The inclusion of one additional item under Item 8 (8.9)
- The correction to the title of item 9.48 to reflect PhD
- The correction to the title of item 11.4 to reflect DPsych

The Chair noted that there were two items to be raised under AOB.

2. Minutes of the meeting of 28 February 2019

The minutes of the meeting of 28 February 2019 were approved and signed by the Chair.

3. Matters arising from the minutes of 28 February 2019

- 3.1 The Chair provided an update on item 8.1 of the meeting of the GRSB on 17 January 2019. After the decision of the GRSB, the Chair was informed that the applicant did not meet DCU English language requirements. This information was not made available to the GRSB at the time of considering the special-case admission. The Chair noted that the applicant has since met the English language requirements and the decision of the GRSB on 17 January 2019 stands (Item 8.1).
- 3.2 It was noted that work to address the gender mix of examining panels is ongoing (Item 3.3).
- 3.3 It was noted that work on guidelines on recital/performance, and related capacity building is ongoing (Item 3.4).
- 3.4 It was noted that work on a timeline for consideration of PGR4 forms for Professional Decorates is ongoing (Item 3.6).
- 3.5 It was noted that follow-up with respect to a PGR3 form for a student in the School of Law and Government, where insertion of the oral report in the correct section of the form and the provision of additional details on both the written and oral examination was requested, was completed (Item 3.7), (original ref. 5.33, 3 Sep 2018).
- 3.6 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 3.9), (Original ref. 9.7, 25 October 2018).
- 3.7 It was noted that follow-up with respect to a PGR4 form for a student in the School of Chemical Sciences, where the nomination of a new internal examiner, new independent chair and provision of full citation of publications was requested, was completed (Item 9.5).
- 3.8 It was noted that guidelines in respect to PhD by Publication format is on the agenda (item 6) of this meeting (Item 3.5).
- 3.9 It was noted that guidance in respect of remote supervision of research students is on the agenda (Item 5) of this meeting (Item 3.10/7).
- 3.10 It was noted that a PGR4 form for a student in the School of Theology, Philosophy and Music, which was deferred, due to the nomination of an external examiner from the RIAM with which DCU has a linked agreement, is on the agenda (Item 9.45) of this meeting (Item 9.12).

- 3.11 It was noted that a PGR14 form for a student in the School of Chemical Sciences in which the approval was on hold, was completed (Item 3.1), (Original ref. 12.1, 25 October 2018).
- 3.12 It was noted that further exploration with Registry enrolments team, to determine when the PGR13 should be submitted in the context of the admission process, was completed (Item 7).
- 3.13 It was noted that follow-up with respect to a PGR3 form for a student in the School of History and Geography, where to the provision of an alternative countersignature was requested, was completed (Item 8.2).
- 3.14 It was noted that follow-up with respect to a PGR3 form for a student in the School of History and Geography, where clarification on the registration of the student was requested, was completed (Item 8.3).
- 3.15 It was noted that a PGR14 form for a student in the School of Mechanical and Manufacturing Engineering was approved on 22 March 2019 by chair's action.

SECTION B: Policy and strategy issues

4. Graduate Researcher Development

4.1 GTE Module LG609 Research Design for the Social Sciences

The module was approved subject to the following changes to the submitted descriptor:

- The NFQ level should be set at 9 in keeping with other GTE modules.
- The learning outcomes should be updated to reflect level 9 learning.
- The taxonomy can be left blank until guidance is provided on how to complete this table.
- It was noted that the module appears to be primarily quantitative. If so it is suggested that this be called out in the module title.

4.2 GTE Module LC603 Advanced Readings in Applied Linguistics

The module was approved subject to the following changes to the submitted descriptor:

- The NFQ level should be set at 9 in keeping with other GTE modules.
- Learning outcome 2 makes direct reference to the assessment output rather than to the learning. This should be amended.
- A more detailed breakdown of the assessment is required. Specifically, the effort involved/size of the abstract, and how participation will be assessed (for example, requiring students to submit reflections on learning).
- Under the module workload section, it is suggested that ‘fieldwork’ may be more accurately described as ‘independent study’.

5. Guidance in respect of remote supervision of research students

The new *Guidance in Respect of Remote Supervision of Research Students* was discussed by the Board, with particular emphasis on the GRSB notification and approval timelines as current specified in the *Academic Regulations for Postgraduate Degrees by Research and Thesis* (ref. sections 4.5 and 7.1).

Feedback from the Faculties regarding the timeframe ranges was discussed including a suggestion that authority for approval of all remote supervision agreements might be devolved to faculty level.

It was agreed by the Board that the current regulations should remain for the 2019-20 academic year, to allow for the revised agreement template and associated guidance document to be trialed.

It was agreed that the Board would revisit this item in 2019-20 with a view to piloting devolved authority to faculty level for 2020-21.

It was agreed that the revised remote supervision agreement template would be included with the PGR13 paperwork on the Registry website, effective immediately.

6. Guidelines for candidates, supervisors and examiners on the ‘PhD by Publication’ format

The new *Guidelines for candidates, supervisors and examiners on the ‘PhD by Publication’ Format* was discussed by the Board. It was agreed that this is a useful document. It was noted that the ‘signed statement’ referred to on page 3 should be changed to ‘declaration of authorship’. It was noted that ‘The word count for the thesis...’ on page 4 should be changed to ‘The maximum word count for the thesis...’

The proposed template *Declaration of co-Authorship* was considered by the Board. It was noted that the document should be renamed *Declaration of Authorship* and references to ‘co-authorship’ should be changed to ‘authorship’ throughout. There was a discussion on the most appropriate location of such declarations within the softbound thesis and whether they are required in the hardbound thesis. It was noted that the Academic Regulations also need updating to reflect this new declaration.

Feedback from faculties was sought on the proposed guidelines and declaration. It was agreed that an updated guidelines document and declaration be brought to the May meeting of the GRSB.

7. Amendments to Academic Regulations for Postgraduate Degrees by Research and Thesis 2019-2020

The amendments proposed to the *Academic Regulations for Postgraduate Degrees by Research and Thesis* for 2019-20 were considered. The following items were agreed:

- amendment to reflect new funding supports (e.g. CRTs) ‘...Personal Development Plan and/or partnership agreement...’ (section 1.1.1)
- minor edits to improve consistency and clarity of the regulations/processes (sections 2.5, 6.8, 7.12, 7.13, 7.15.3, 8.2.1, 9, 9.1, 9.4.4, 10.3.6, 11.3.1)
- amendments as a result of updating the PhD by Publication guidelines (sections 1.1.2 and 9.1.2)
- amendments due to new University Intellectual Property Policy (sections 9.3.3 and 9.3.4)
- amendments to clarify the academic experience required by chairpersons (sections 11.3.1 and 11.5.2)
- Other minor edits for clarity and correct numbering errors

SECTION C: Individual student issues

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

- 8.1 GRSB2019/A3/8.1, School of Applied Language and Intercultural Studies
Approved

- 8.2 GRSB2019/A3/8.2, School of Electronic Engineering
Approved
- 8.3 GRSB2019/A3/8.3, School of Inclusive and Special Education
Approved
- 8.4 GRSB2019/A3/8.4, School of Mechanical and Manufacturing Engineering
Approved
- 8.5 GRSB2019/A3/8.5, School of Mechanical and Manufacturing Engineering
Approved
- 8.6 GRSB2019/A3/8.6, School of Nursing and Human Sciences
Approved subject to provision of the Head of School signature. It was noted that the supervisory panel is in excess of the advised maximum of four members in total.
- 8.7 GRSB2019/A3/8.7, School of Policy and Practice
Approved
- 8.8 GRSB2019/A3/8.8, School of Theology, Philosophy and Music
Approved
- 8.9 GRSB2019/A3/8.9, School of Humanities, Mater Dei Institute of Education
Approved subject to provision of the Internal Examiner signature.
- 9. Appointment of internal and external examiners (PGR4)**
- 9.1 GRSB2019/A3/9.1, PhD, School of Applied Language and Intercultural Studies
Approved. It was noted that this is a resubmission of the PGR4, to request a change to the External Examiner (ref. GRSB2018/A6/6.1).
- 9.2 GRSB2019/A3/9.2, PhD, School of Applied Language and Intercultural Studies
Decision Deferred. It was noted that the External Examiner does not meet the requirements in regards to the Academic Regulations (ref. 10.2.9).
- 9.3 GRSB2019/A3/9.3, PhD, School of Applied Language and Intercultural Studies
Approved
- 9.4 GRSB2019/A3/9.4, PhD, School of Applied Language and Intercultural Studies
Approved

- 9.5 GRSB2019/A3/9.5, PhD, School of Applied Language and Intercultural Studies
Approved
- 9.6 GRSB2019/A3/9.6, PhD, School of Applied Language and Intercultural Studies
Approved
- 9.7 GRSB2019/A3/9.7, PhD, School of Biotechnology
Approved. It was noted that the full citations for the External Examiner were not included and that future PGR4 forms could not be considered without full citation details.
- 9.8 GRSB2019/A3/9.8, PhD, School of Biotechnology
Approved subject to clarification of the External Examiners experience in the examination of research candidates.
- 9.9 GRSB2019/A3/9.9, PhD, School of Biotechnology
Approved
- 9.10 GRSB2019/A3/9.10, PhD, DCU Business School
Approved
- 9.11 GRSB2019/A3/9.11, PhD, DCU Business School
Approved
- 9.12 GRSB2019/A3/9.12, PhD, School of Chemical Sciences
Approved. It was noted that a non-disclosure agreement is required.
- 9.13 GRSB2019/A3/9.13, PhD, School of Chemical Sciences
Approved
- 9.14 GRSB2019/A3/9.14, PhD, School of Chemical Sciences
Approved
- 9.15 GRSB2019/A3/9.15, PhD, School of Chemical Sciences
Approved subject to the appointment of the independent chairperson.
- 9.16 GRSB2019/A3/9.16, PhD, School of Computing
Approved
- 9.17 GRSB2019/A3/9.17, PhD, School of Computing
Approved

- 9.18 GRSB2019/A3/9.18, PhD, School of Computing
Decision Deferred. It was noted that the School of Computing is nominating two External Examiners from the same department within the same institution for three students (items 9.18, 9.19 and 9.20).
- 9.19 GRSB2019/A3/9.19, MSc, School of Computing
Decision Deferred. It was noted that the School of Computing is nominating two External Examiners from the same department within the same institution for three students (items 9.18, 9.19 and 9.20).
- 9.20 GRSB2019/A3/9.20, PhD, School of Computing
Decision Deferred. It was noted that the School of Computing is nominating two External Examiners from the same department within the same institution for three students (items 9.18, 9.19 and 9.20).
- 9.21 GRSB2019/A3/9.21, PhD, School of Computing
Approved
- 9.22 GRSB2019/A3/9.22, PhD, School of Computing
Approved
- 9.23 GRSB2019/A3/9.23, PhD, School of Computing
Decision Deferred. It was noted that there may be a conflict of interest in contravention to the Academic Regulations (ref. 10.2.10).
- 9.24 GRSB2019/A3/9.24, PhD, Fiontar agus Scoil na Gaeilge
Approved
- 9.25 GRSB2019/A3/9.25, MA, Fiontar agus Scoil na Gaeilge
Approved subject to clarification that the student is submitting for a PhD and the completion of the missing external examiner experience section of the PGR4 form.
- 9.26 GRSB2019/A3/9.26, PhD, School of Health and Human Performance
Approved
- 9.27 GRSB2019/A3/9.27, PhD, School of Health and Human Performance
Approved. It was noted that an R-103 form may be required.
- 9.28 GRSB2019/A3/9.28, PhD, School of Health and Human Performance
Approved subject to a new Internal Examiner being nominated. It was noted that the proposed Internal Examiner is also the Independent Panel Member and therefore does not meet the requirements in regards to the Academic Regulations (ref. 10.1).

- 9.29 GRSB2019/A3/9.29, PhD, School of Health and Human Performance
Approved
- 9.30 GRSB2019/A3/9.30, MA, School of History and Geography
Approved
- 9.31 GRSB2019/A3/9.31, PhD, School of History and Geography
Approved
- 9.32 GRSB2019/A3/9.32, EdD, DCU Institute of Education
Approved
- 9.33 GRSB2019/A3/9.33, EdD, DCU Institute of Education
Approved subject to clarification that the student is submitting in monography format.
- 9.34 GRSB2019/A3/9.34, PhD, School of Law and Government
Approved
- 9.35 GRSB2019/A3/9.35, PhD, School of Law and Government
Approved subject to clarification that the Internal Examiner has not been involved in the supervision of the student.
- 9.36 GRSB2019/A3/9.36, PhD, School of Mathematical Sciences
Approved
- 9.37 GRSB2019/A3/9.37, PhD, School of Mechanical and Manufacturing Engineering
Approved
- 9.38 GRSB2019/A3/9.38, PhD, School of Mechanical and Manufacturing Engineering
Approved
- 9.39 GRSB2019/A3/9.39, PhD, School of Mechanical and Manufacturing Engineering
Approved
- 9.40 GRSB2019/A3/9.40, MEng, School of Mechanical and Manufacturing Engineering
Approved
- 9.41 GRSB2019/A3/9.41, PhD, School of Nursing and Human Sciences
Approved
- 9.42 GRSB2019/A3/9.42, PhD, School of Nursing and Human Sciences
Approved

- 9.43 GRSB2019/A3/9.43, PhD, School of Policy and Practice
Approved
- 9.44 GRSB2019/A3/9.44, PhD, School of Policy and Practice
Approved
- 9.45 GRSB2019/A3/9.45, PhD, School of Theology, Philosophy and Music
Approved
- 9.46 GRSB2019/A3/9.46, MA, School of Creative Arts, Media and Music, DkIT
Approved subject to receipt of the abstract.
- 9.47 GRSB2019/A3/9.47, PhD, School of Science and Health, DkIT
Approved
- 9.48 GRSB2019/A3/9.48, PhD, School of Health & Human Performance
Decision deferred. It was noted that a more detailed justification is required, as to why an appropriate examiner at closer proximity could not be identified.
- 10. Notice of Intention to Reside/Carry out Research Abroad (PGR13)**
- 10.1 GRSB2019/A3/10.1, PhD, School of Computing
Approved
- 10.2 GRSB2019/A3/10.2, PhD, School of Electronic Engineering
Approved
- 11. Request for Extension to Maximum Registration Period OR Re-admission to the Research Programme (PGR14)**
- 11.1 GRSB2019/A3/11.1, PhD, School of Applied Language and Intercultural Studies
Approved for the 2019-20 academic year.
- 11.2 GRSB2019/A3/11.2, PhD, DCU Business School
Approved for the 2019-20 academic year.
- 11.3 GRSB2019/A3/11.3, PhD, DCU Business School
Approved for the 2019-20 academic year.
- 11.4 GRSB2019/A3/11.4, DPsych, School of Nursing and Human Sciences
Approved for the 2019-20 academic year.

12. Any other business

- 12.1 Ms Lisa Buckley informed the GRSB that the online PGR2 (annual review) system would be launched in early May.
- 12.2 The details regarding the viva voice examination for a particular student was discussed. The Board noted that a revised PGR4 form would be submitted to the GRSB in due course.

Signed: _____ Date: _____

Date of next meeting

<p>Thursday 16 May 2019</p> <p>at 9.30 a.m. in A204</p>
