

GRADUATE RESEARCH STUDIES BOARD

MINUTES

Thursday 16 January 2020

9:30 a.m. – 11:20 a.m. in A204

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

Apologies: Dr Tim McCormac, Dr Kenneth McDonagh

SECTION A: MINUTES AND RELATED ISSUES

The Chair opened the meeting and welcomed Ms Isabelle Caulfield (Registry), Ms Christina O’Keeffe (Research Student Representative) and Dr Maura Coulter (ADR, Institute of Education) to the meeting as new members of GRSB.

1. Adoption of the agenda

The agenda was adopted subject to the inclusion of a late item, 13.2.

2. Minutes of the meeting of 5 December 2019

The minutes of the meeting of 5 December 2019 were approved and signed by the Chair.

3. Matters arising from the minutes of 5 December 2019

3.1 It was noted that work on guidelines on recital/performance and related capacity building is ongoing (item 3.3).

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 ongoing (item 3.4) (original ref. item 9.28, 18 April 2019).

- 3.3 It was noted that follow-up with respect to a PGR3 form for a student in the School of Theology, Philosophy and Music, which was approved subject to correction of the date of the PGR3 examination and amendment to point 1 to '...is withdrawn...', is ongoing (item 3.6) (original ref. item 7.30, 20 June 2019).
- 3.4 It was noted that follow-up with respect to a PGR4 form for a student in the School of Electronic Engineering, which was approved subject to the appointment of an alternative independent chairperson to ensure gender mix on the examination panel, is ongoing (item 3.9) (original ref. item 8.20, 2 Sep 2019).
- 3.5 It was noted that follow-up with respect to a PGR3 form for a student in the School of Chemical Sciences, for which a decision was deferred pending more detailed reports in section B(i) and B(ii), is ongoing (item 5.7).
- 3.6 It was noted that follow-up with respect to a PGR3 form for a student in the School of Computing, for which a decision was deferred pending more detailed reports in section B(i) and section B(ii), is ongoing (item 5.9).
- 3.7 It was noted that the Advanced Metallic System pathway would be submitted to GRSB in February 2020 (item 3.1) (original ref. item 4.1.2.1, 2 Sep 2019).
- 3.8 It was noted that the Machine Learning Pathway would be submitted to GRSB in February 2020 (item 3.2) (original ref. item 4.1.2.4, 2 Sep 2019).
- 3.9 It was noted that a PGR3 form for a student in Fiontar agus Scoil na Gaeilge, which was not approved as the confirmation examination took place outside of the normal time period, is on the agenda (item 10.6) of today's meeting (item 5.12).
- 3.10 It was noted that follow-up with respect to a PGR3 form for a student in the School of Law and Government, for which a decision was deferred pending submission of an updated PGR3 form, was completed (item 3.5) (original ref. item 7.23, 20 June 2019).
- 3.11 It was noted that follow-up with respect to a PGR3 form for a student in the School of Chemical Sciences, which was approved subject to provision of more detailed reports in section B(i) and B(ii), was completed (item 3.7) (original ref. item 7.10, 2 Sep 2019).
- 3.12 It was noted that follow-up with respect to a PGR3 form for a student in the School of Chemical Sciences, which was approved subject to provision of more detailed reports in section B(i) and B(ii), was completed (item 3.8) (original ref. item 7.12, 2 Sep 2019).

- 3.13 It was noted that follow-up with respect to a PGR4 form for a student in the School of Physical Sciences, which was approved subject to confirmation of the thesis submission format *and* full citations for the publications being provided for the external examiner, was completed (item 3.10) (original item ref. 8.37, 2 Sep 2019).
- 3.14 It was noted that follow-up with respect to a PGR4 form for a student in the School of Physical Sciences, which was approved subject to confirmation that the candidate is not/was not a member of staff of the University, was completed (item 3.15) (original ref. item 8.15, 24 Oct 2019).

SECTION B: POLICY AND STRATEGY ISSUES

4. Graduate Researcher Development

There were no items for consideration.

5. GSO Annual Report

Deferred.

6. GSO Scholarship Report

The Chair summarised the GSO scholarship report, highlighting that the Daniel O'Hare Scholarship scheme has been closed. The board noted the report.

7. Updates to PGR Regulations

The Chair presented some proposed changes to the Academic Regulations for 2020/21. The Chair indicated that feedback on the proposed changes would be welcomed. It was agreed that feedback from Faculties would be sought through the ADRs. The Chair advised the Board that revised wording, incorporating the proposed changes, will be brought to the next meeting of GRSB for consideration.

8. PGR3 form update

The Chair presented proposed guidance text to be included on PGR3 forms. It was noted that the majority of PGR3 forms returned to Schools by GRSB are due to insufficient detail being included in section B(i) and B(ii) of the form. The Chair invited feedback from the Faculties on the new text. A revised PGR3 will be brought to the next meeting of GRSB for consideration.

9. Research Appeal

The Secretary gave a brief update on changes to the research appeal form which now includes a data protection notice and some further clarity on the provision of documented evidence. The Secretary proposed that future appeal documentation be circulated electronically using Google Drive. This will be reviewed after the next appeal process.

SECTION C: INDIVIDUAL STUDENT ISSUES**10 Applications to transfer to the PhD Register or confirmation on the PhD Register (PGR3)**

10.1 GRSB2020/A1/10.1, School of Biotechnology
Approved

10.2 GRSB2020/A1/10.2, School of Biotechnology
Approved

10.3 GRSB2020/A1/10.3, School of Chemical Sciences
Approved

10.4 GRSB2020/A1/10.4, School of Chemical Sciences
Approved

10.5 GRSB2020/A1/10.5, School of Chemical Sciences
It was noted that the supervisor details on the PGR3 form do not match the student record.
Approved subject to receipt of the change of supervisor (R103) paperwork by Registry.

10.6 GRSB2020/A1/10.6, Fiontar & Scoil na Gaeilge
Approved

10.7 GRSB2020/A1/10.7, School of Human Development
Approved

11. Appointment of internal and external examiners (PGR4)

11.1 GRSB2020/A1/11.1, PhD, School of Chemical Sciences

Approved

11.2 GRSB2020/A1/11.2, PhD, School of Communications

Approved subject to paperwork being submitted on the up-to-date version of the form.

12. Notice of Intention to Reside/Carry out Research Abroad (PGR13)

12.1 GRSB2020/A1/12.1, School of Language, Literacy & Early Childhood Education

Approved

12.2 GRSB2020/A1/12.2, DCU Business School

Approved subject to clarification of the source of funding for year 4 fees.

13. Request for Extension to Maximum Registration Period OR Re-admission to the Research Programme (PGR14)

13.1 GRSB2020/A1/13.1, PhD, School of Health & Human Performance

Approved

13.2 GRSB2020/A1/13.2, PhD, School of Health and Human Performance

Approved

14. Any other business

There was no other business.

16 January 2020

GRSB2020/A1

Signed: _____

Date: _____

Date of next meeting

Thursday 27 February 2020

at 9.30 a.m. in A204