

GRADUATE RESEARCH STUDIES BOARD**MINUTES**

Monday 2 September 2019

9:30 a.m. – 12.45 p.m. in A204

- Present:** Ms Michelle Brennan, Ms Lisa Buckley, Professor David Collings, Dr Charlotte Holland, Ms Margaret Irwin-Bannon (Recording), Professor Christine Loscher, Professor Eugene McNulty, Ms Sabrina Smart, Dr Joseph Stokes (Chair)
- Apologies:** Dr Yseult Freeney, Ms Rachel Keegan (Secretary), Dr Tim McCormac, Dr Mark Roantree, Dr Sally Smith, Dr Blánaid White

SECTION A: MINUTES AND RELATED ISSUES

The Chair opened the meeting and welcomed colleagues to the last meeting of GRSB of the academic year 2018-2019.

1. Adoption of the agenda

The agenda was adopted, subject to the addition of two items:
Item 8.41: PGR4, School of Inclusive and Special Education
Item 9.17: PGR14, DCU Institute of Education

It was noted that there were two corrections to the agenda as follows:
Item 8.10, change PhD to MPhil
Item 8.36, change reference from 8.35 to 8.36

2. Minutes of the meeting of 20 June 2019

The minutes of the meeting of 20 June 2019 were approved and signed by the Chair.

3. Matters arising from the minutes of 20 June 2019

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 the Chair would contact the School of Computing with respect to the delay in responding to a request from GRSB to provide more detail in Section B(i) and B(ii) on a completed PGR3 form (item 3.2), (original ref. 9.7, 25 October 2018).

- 3.3 It was noted that the Chair would contact the School of Health and Human Performance with respect to the delay in responding to a request from GRSB to nominate a new Internal Examiner for a completed PGR3 form (item 3.3), (original ref. 9.28, 18 April 2019).
- 3.4 It was noted that follow-up with respect to a PGR3 form for a student in the School of Law and Government, for which the decision was deferred pending submission of an updated PGR3 form, is ongoing (item 7.23).
- 3.5 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Music, which was approved subject to correction of the date of the PGR2 examination and amendment of point 1 to ‘...is withdrawn...’ was completed. The Chair informed GRSB that he had clarified the process with the supervisor and it was underway (item 7.30).
- 3.6 It was noted that follow up with respect to a PGR4 form for a student in the School of Health and Human Performance, for which the decision was deferred due the School nominating another external examiner from the same department within the last twelve months and early submission of the PGR4 form, is ongoing (item 8.18).
- 3.7 It was noted that follow up with respect to a PGR4 form for a student in the School of Nursing and Human Sciences, which was approved subject to receipt of the supervisor signature and a counter-signature from the Head of School, is ongoing (item 8.20).
- 3.8 It was noted that follow-up with respect to a PGR14 form for a student in the DCU Institute of Education, which was approved subject to receipt of the student’s signature, is ongoing (item 9.5).
- 3.9 It was noted that follow-up with respect to a PGR3 form for a student in the School of Electronic Engineering, which was approved subject to confirmation of the date of the oral examination, was completed (item 7.13).
- 3.10 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 submission of a more detailed report under section B(i) and B(ii) written jointly by the supervisor and examiner, was completed by Chair’s Action on 31 July 2019 (item 7.29).
- 3.11 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 receipt by DCU of the joint award agreement, was completed (item 8.12).
- 3.12 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 receipt by DCU of the joint award agreement, was completed (item 8.13).

- 3.13 It was noted that follow up with respect to a PGR4 form for a student in the School of Health and Human Performance, for which the decision was deferred due early submission of the PGR4 form, was completed by Chairs Action on 31 July 2019 (item 8.19).
- 3.14 It was noted that follow up with respect to a PGR14 form for a student in the School of Health and Human Performance, which was approved subject to the form being typed, was completed (item 9.4).
- 3.15 It was noted that a revised PGR4 form for a student in the School of Chemical Sciences, which nominated a new internal examiner, was approved by Chairs Action on 16 August 2019 (item 9.12).
- 3.16 It was noted that a PGR3 form for a student in the School of Law and Government, for which the decision was deferred pending submission of the previous PGR3, is on the agenda (item 7.20) of today's meeting (item 7.22).
- 3.17 It was noted that a PGR4 form for a student in the School of Biotechnology, for which the decision was deferred due to a potential conflict of interest, is on the agenda (item 8.7) of today's meeting (item 8.2).
- 3.18 It was noted that a PGR4 form for a student in the School of Biotechnology, for which the decision was deferred due to the external examiner having two previous appointments in the last four years, is on the agenda (item 8.6) of today's meeting (item 8.3).
- 3.19 It was noted that the School of Nursing and Human Sciences has become two Schools, namely the School of Nursing, Psychotherapy and Community Health and the School of Psychology, to take effect from Monday 2 September 2019. The new titles will be reflected in the minutes of this meeting.
- 3.20 It was noted that GRSB had concerns about the absence of student representation on GRSB and the Standing Committee of GRSB to consider appeals and the Chair indicated he was pursuing the matter with the Student's Union.

SECTION B: Policy and strategy issues

4. Graduate Researcher Development

4.1 Structured Doctoral/Research Pathways

4.1.1 Faculty of Science and Health

Following a brief discussion on the process of registration for GTE modules, Prof C. Loscher undertook to ensure that the instruction on each of the Faculty of Science and Health pathways aligned with normal practice (i.e. completion of expression of interest and registration online).

4.1.1.1 School of Biotechnology

Noted

4.1.1.2 School of Chemical Sciences

Noted

4.1.1.3 School of Health and Human Performance

Noted

4.1.1.4 School of Mathematical Sciences

Noted

4.1.1.5 School of Nursing, Psychotherapy and Community Health

Noted. It was noted that the School title would be amended.

4.1.1.6 School of Physical Sciences

Noted

4.1.1.7 School of Psychology

Noted

4.1.2 Centres for Doctoral Training/Research Training Pathways

4.1.2.1 Advanced Metallic Systems

Deferred. It was requested that clarity would be provided with respect to the credits that students would be expected to complete in respect of the professional Diploma and the structured PhD. GRSB also sought clarification that the pass mark of 50% referenced in the documentation would be for the professional diploma award.

It was requested that the title of the document would reflect the year of offer, 2019-2020 rather than the period of funding.

4.1.2.2 Artificial Intelligence

Noted

4.1.2.3 Digitally-Enhanced Reality (D-REAL)

Noted, it was noted that the title of the module GS606 as reflected on the pathway is not is approved module name. The Chair undertook to seek clarification in this regard.

4.1.2.4 Machine Learning

Deferred, it was noted that the pathway as presented should indicate more specific discipline related modules for students to choose rather than ‘any’ modules. It was noted that the summer school in year 3 does not carry any ECTS credits and it was requested that the pathway document make the attendance requirement clear.

5. **Membership of GRSB Standing Committee to Consider Research Student Appeals**

It was noted that once all members are confirmed that the proposed membership would be circulated for approval.

6. **Guidance in Respect of Research Student Appeals**

Approved

It was suggested that the ground for appeal, ‘an alleged failure to adhere to the regulations of the University or an argument as to insufficiency of regulations which had a bearing on the case’ be reviewed over the coming year.

SECTION C: Individual student issues

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

The Chair voiced his concern over the high volume of submitted forms, both the PGR3s and PGR4s, that had electronic, rather than hard copy, Head of School signatures. Following a brief discussion on the matter the following action was agreed:

- That the Chair would write to Heads of School to indicate that the preference would be that forms are signed-off in hardcopy, and should their electronic signature be submitted as approval on the forms, the assumption would be that the Head of School has reviewed the relevant paperwork.

7.1 GRSB2019/A6/7.1, School of Applied Language and Intercultural Studies

Approved

- 7.2 GRSB2019/A6/7.2, DCU Business School
Approved
- 7.3 GRSB2019/A6/7.3, DCU Business School
Approved
- 7.4 GRSB2019/A6/7.4, School of Biotechnology
Approved
- 7.5 GRSB2019/A6/7.5, School of Biotechnology
Approved, subject to the provision of more detailed reports in Section B (i) Report on written submission and (ii) Report on oral examination
- 7.6 GRSB2019/A6/7.6, School of Biotechnology
Approved
- 7.7 GRSB2019/A6/7.7, School of Biotechnology
Approved, subject to the provision of more detailed reports in Section B (i) Report on written submission and (ii) Report on oral examination
- 7.8 GRSB2019/A6/7.8, School of Biotechnology
Approved, subject to the provision of more detailed reports in Section B (i) Report on written submission and (ii) Report on oral examination
- 7.9 GRSB2019/A6/7.9, School of Biotechnology
Approved
- 7.10 GRSB2019/A6/7.10, School of Chemical Sciences
Approved, subject to the provision of more detailed reports in Section B (i) Report on written submission and (ii) Report on oral examination
- 7.11 GRSB2019/A6/7.11, School of Chemical Sciences
Approved, subject to the provision of more detailed reports in Section B (i) Report on written submission and (ii) Report on oral examination
- 7.12 GRSB2019/A6/7.12, School of Chemical Sciences
Approved, subject to the provision of more detailed reports in Section B (i) Report on written submission and (ii) Report on oral examination
- 7.13 GRSB2019/A6/7.13, School of Chemical Sciences
Approved
- 7.14 GRSB2019/A6/7.14, School of Communications
Approved, subject to the provision of more detailed reports in Section B (i) Report on written submission and (ii) Report on oral examination
- 7.15 GRSB2019/A6/7.15, School of Communications
Approved

- 7.16 GRSB2019/A6/7.16, School of English
Approved, subject to the revision of Section B (i) Report on written submission to reflect that it is a joint report from both the internal examiner and the principal supervisor
- 7.17 GRSB2019/A6/7.17, Fiontar agus Scoil na Gaeilge
Approved
- 7.18 GRSB2019/A6/7.18, School of Health and Human Performance
Approved, subject to the revision of Section B (ii) Report on oral examination to reflect that it is a joint report from both the internal examiner and the principal supervisor and correction of the pronoun in the last line of first paragraph of Section B (ii)
- 7.19 GRSB2019/A6/7.19, School of History and Geography
Approved
- 7.20 GRSB2019/A6/7.20, School of Law and Government
Approved
- 7.21 GRSB2019/A6/7.21, School of Law and Government
Approved, noted that an amendment should be made to the academic year (2017-2018) on page 3 of the form
- 7.22 GRSB2019/A6/7.22, School of Law and Government
Approved
- 7.23 GRSB2019/A6/7.23, School of Law and Government
Approved
- 7.24 GRSB2019/A6/7.24, School of Law and Government
Approved
- 7.25 GRSB2019/A6/7.25, School of Law and Government
Approved
- 7.26 GRSB2019/A6/7.26, School of Law and Government
Approved
- 7.27 GRSB2019/A6/7.27, School of Mathematical Sciences
Approved, subject to the provision of more detailed reports in Section B (i) Report on written submission and (ii) Report on oral examination
- 7.28 GRSB2019/A6/7.28, School of Mechanical and Manufacturing Engineering
Approved, subject to the provision of more detailed reports in Section B (i) Report on written submission and (ii) Report on oral examination

- 7.29 GRSB2019/A6/7.29, School of Psychology
Approved
- 7.30 GRSB2019/A6/7.30, School of Psychology
Approved
- 7.31 GRSB2019/A6/7.31, School of Physical Sciences
Approved, subject to the provision of more detailed reports in Section B (i) Report on written submission and (ii) Report on oral examination
- 7.32 GRSB2019/A6/7.32, School of STEM Education, Innovation and Global Studies
Approved
- 7.33 GRSB2019/A6/7.33, School of Theology, Philosophy and Music
Approved
- 7.34 GRSB2019/A6/7.34, School of Theology, Philosophy and Music
Approved
- 7.35 GRSB2019/A6/7.35, School of Health and Science, DkIT
Approved

8. Appointment of internal and external examiners (PGR4)

- 8.1 GRSB2019/A6/8.1, PhD, School of Applied Language and Intercultural Studies
Approved
- 8.2 GRSB2019/A6/8.2, PhD, School of Applied Language and Intercultural Studies
Approved
- 8.3 GRSB2019/A6/8.3, PhD, School of Biotechnology
Approved
- 8.4 GRSB2019/A6/8.4, PhD, School of Biotechnology
Approved
- 8.5 GRSB2019/A6/8.5, PhD, School of Biotechnology
Approved
- 8.6 GRSB2019/A6/8.6, PhD, School of Biotechnology
Approved, subject to deletion of the entry under the heading, *Early appointment of examiners for Creative/Performance Practice components*
- 8.7 GRSB2019/A6/8.7, PhD, School of Biotechnology
Approved

- 8.8 GRSB2019/A6/8.8, MSc, School of Biotechnology
Approved
- 8.9 GRSB2019/A6/8.9, PhD, DCU Business School
Approved
- 8.10 GRSB2019/A6/8.10, MPhil, DCU Business School
Approved
- 8.11 GRSB2019/A6/8.11, PhD, DCU Business School
Approved
- 8.12 GRSB2019/A6/8.12, PhD, School of Chemical Sciences
Approved
- 8.13 GRSB2019/A6/8.13, MSc, School of Chemical Sciences
Approved
- 8.14 GRSB2019/A6/8.14, PhD, School of Chemical Sciences
Approved
- 8.15 GRSB2019/A6/8.15, PhD, School of Communications
Approved
- 8.16 GRSB2019/A6/8.16, PhD, School of Computing
Approved
- 8.17 GRSB2019/A6/8.17, PhD, School of Computing
Approved
- 8.18 GRSB2019/A6/8.18, PhD, School of Computing
Decision deferred, noted that the School has been asked to provide a nomination for an alternative external examiner as the current nomination is contrary to academic regulations. It was requested that the gender mix of the examining panel would also be addressed.
- 8.19 GRSB2019/A6/8.19, PhD, School of Electronic Engineering
Approved
- 8.20 GRSB2019/A6/8.20, PhD, School of Electronic Engineering
Approved, subject to the appointment of a female Independent Chairperson to ensure gender mix of the examining panel.
- 8.21 GRSB2019/A6/8.21, PhD, School of Electronic Engineering
Approved

- 8.22 GRSB2019/A6/8.22, PhD, School of Electronic Engineering
Decision Deferred. Noted that the school is to be requested to provide an alternative external examiner nomination or to provide a justification for the appointment of the nominee submitted.
- 8.23 GRSB2019/A6/8.23, PhD, School of Health and Human Performance
Approved
- 8.24 GRSB2019/A6/8.24, EdD, DCU Institute of Education
Approved, subject to the appointment of a male Independent Chairperson to ensure gender mix of the examining panel
- 8.25 GRSB2019/A6/8.25, PhD, School of Law and Government
Approved
- 8.26 GRSB2019/A6/8.26, PhD, School of Law and Government
Approved
- 8.27 GRSB2019/A6/8.27, MPhil, School of Law and Government
Approved
- 8.28 GRSB2019/A6/8.28, PhD, School of Law and Government
Approved
- 8.29 GRSB2019/A6/8.29, PhD, School of Mathematical Sciences
Approved
- 8.30 GRSB2019/A6/8.30, PhD, School of Mathematical Sciences
Approved
- 8.31 GRSB2019/A6/8.31, PhD, School of Mechanical and Manufacturing Engineering
Approved
- 8.32 GRSB2019/A6/8.32, PhD, School of Mechanical and Manufacturing Engineering
Approved
- 8.33 GRSB2019/A6/8.33, PhD, School of Nursing, Psychotherapy and Community Health
Approved
- 8.34 GRSB2019/A6/8.34, DPsych, School of Nursing, Psychotherapy and Community Health
Approved, subject to the inclusion of elements of Section F, which are missing from the submission (i.e. the nature and extent of supervising or examining of research candidates for the nominated external examiner)
- 8.35 GRSB2019/A6/8.35, PhD, School of Nursing, Psychotherapy and Community
Approved

- 8.36 GRSB2019/A6/8.36, PhD, School of Physical Sciences
Approved
- 8.37 GRSB2019/A6/8.37, PhD, School of Physical Sciences
Approved, subject to confirmation of the thesis submission format and full citation for the publications provided by the external examiner
- 8.38 GRSB2019/A6/8.38, PhD, School of STEM Education, Innovation and Global Studies
Approved, subject to clarification with respect to the nominated internal examiner
- 8.39 GRSB2019/A6/8.39, PhD, School of STEM Education, Innovation and Global Studies
Approved
- 8.40 GRSB2019/A6/8.40, PhD, School of Health and Sciences, DkIT
Approved
- 8.41 GRSB2019/A6/8.41, PhD, School of Inclusive and Special Education
Approved, subject to the provision of a counter signature to the Head of School signature

Following the consideration of the PGR4 forms, two items relating to academic regulations were raised for consideration:

- The interpretation of the following regulations: **10.2.1** External Examiners for research students should not be appointed more than twice in a four-year period and **10.2.6**: Reciprocal examining arrangements between the University and other colleges/institutions in the same subject area should be avoided, as should disproportionate dependence on any specific School or Department in a given institution. Typically, a year should elapse between appointments involving the same Schools/Departments.
- A review of the eligibility criteria for the appointment of internal examiners

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

- 9.1 GRSB2019/A6/9.1, PhD, School of Applied Language and Intercultural Studies
Approved
- 9.2 GRSB2019/A6/9.2, PhD, School of Biotechnology
Approved
- 9.3 GRSB2019/A6/9.3, PhD, DCU Business School
Approved

- 9.4 GRSB2019/A6/9.4, PhD, DCU Business School
Approved
- 9.5 GRSB2019/A6/9.5, PhD, DCU Business School
Approved
- 9.6 GRSB2019/A6/9.6, PhD, DCU Business School
Approved, noted that no further extensions will be considered
- 9.7 GRSB2019/A6/9.7, MSc, School of Chemical Sciences
Approved
- 9.8 GRSB2019/A6/9.8, PhD, School of Chemical Sciences
Approved
- 9.9 GRSB2019/A6/9.9, PhD, School of Communications
Approved
- 9.10 GRSB2019/A6/9.10, PhD, School of Electronic Engineering
Approved
- 9.11 GRSB2019/A6/9.11, PhD, School of Health and Human Performance
Approved
- 9.12 GRSB2019/A6/9.12, PhD, School of Mechanical and Manufacturing Engineering
Approved, noted that no further extensions will be considered
- 9.13 GRSB2019/A6/9.13, PhD, School of Mechanical and Manufacturing Engineering
Approved
- 9.14 GRSB2019/A6/9.14, PhD, School of Nursing, Psychotherapy and Community Health
Approved
- 9.15 GRSB2019/A6/9.15, PhD, School of Physical Sciences
Approved
- 9.16 GRSB2019/A6/9.16, PhD, School of Policy and Practice
Approved
- 9.17 GRSB2019/A6/9.17, EdD, DCU Institute of Education
Approved

10. Any other business

10.1 A note of thanks to Dr C. Holland

The Chair noted that Dr C Holland was stepping down from the role of Associate Dean of Research, DCU Institute of Education and this was her last meeting of GRSB. He thanked her for her valuable contribution to the work of the Board and in particular her significant contribution to the incorporation process.

Signed: _____ Date: _____

Date of next meeting

<p>Thursday 24 October 2019</p> <p>at 9.30 a.m. in A204</p>
