

GRADUATE RESEARCH STUDIES BOARD

MINUTES

Thursday, 1 June 2023

10:00 am – 1:00 pm

A204, Glasnevin Campus

Present: Ms Lisa Buckley, Ms Isabelle Caulfield, Prof. Edel Conway, Dr Maura Coulter, Ms Karen Keating, Dr Pascal Landais, Dr David Mc Carthy (Secretary), Mr Muhammad Mubashar Saeed, Prof. Sharon O'Brien, Prof. Joseph Stokes (Chair) and Dr Lisa Van der Werff.

Apologies: Prof Timo Gans, Dr Gillian Lake and Dr Tim McCormac

SECTION A: MINUTES AND RELATED ISSUES

1. Adoption of the agenda

The agenda was adopted.

2. Minutes of the meeting of 27 April 2023

The minutes of the meeting of 27 April 2023 were **approved**.

3. Matters arising from the minutes

Matters arising from the meeting of 27 April 2023 were **noted** as follows:

	<i>Item no. from 27 April 2023</i>	<i>Item</i>	<i>Details of decision/actions</i>	<i>Status</i>
3.1	3.3 (Original Ref. Item 8.17, 30 March 2023)	PGR4, School of Computing	Following the outcome (approved) being issued, the External Examiner advised that he has published several times with the Secondary Supervisor. This item has been reopened as approval of the External Examiner violates Academic Regulation 10.2.10.	Ongoing Nomination of an alternative External Examiner requested from supervisory panel.
3.2	9.1	PGR13, School of Electronic Engineering	Not approved. It was noted that the PGR13 for this student must cover the period February 2022 to September 2023 and that the communication schedule should be updated to indicate whether any in-person supervision was provided from February 2022 to February 2023. It was further noted that a PGR4 Form is required if the student intends to submit their thesis according to the indicated timeline.	Ongoing Incomplete form submitted to Registry by student. Returned to supervisors and awaiting submission of complete form.
3.3	3.1 (Original Ref. Item 13.3, 20 October 2022)	PGR4, School of Biotechnology	Decision deferred. It was noted that there is a potential conflict of interest between one of the Supervisors and the External Examiner. An alternative External Examiner nomination is required or an explanation for how a conflict of interest will be avoided. The updated PGR4 must be considered by GRSB.	Complete Included on Agenda for meeting of GRSB on 1 June 2023, Item 7.3

1 June 2023

GRSB2023/A5

3.4	5.3	Updated PGR6 Form	It was noted that further discussion is required regarding the reason for this proposed change and the exact wording of the prompts to be included in Section B3 of the PGR6 Form.	Complete Included on Agenda for meeting of GRSB on 1 June 2023, Item 5
3.5	7.1	PGR3, School of Applied Language and Intercultural Studies	Decision Deferred. It was noted that Section Bii should be amended to reflect that it is a joint report from the Principal Supervisor and the Internal Examiner. The revised PGR3 must be submitted to GRSB.	Complete Included on Agenda for meeting of GRSB on 1 June 2023, Item 6.1
3.6	7.8	PGR3, School of Mechanical and Manufacturing Engineering	Decision Deferred. It was noted that (i) Section Bii should be amended to reflect that it is a joint report from the Principal Supervisor and the Internal Examiner, and (ii) any input of the Independent Panel Member should be removed. The revised PGR3 must be submitted to GRSB.	Complete Included on Agenda for meeting of GRSB on 1 June 2023, Item 6.13
3.7	10.5	PGR14, DCU Business School	Decision Deferred. It was noted that details need to be provided regarding the anticipated submission timeframe. The revised PGR14 must be submitted to GRSB.	Complete Included on Agenda for meeting of GRSB on 1 June 2023, Item 8.6
3.8	10.19	PGR14, Institute of Education	Decision Deferred. It was noted that details need to be provided regarding the anticipated submission timeframe. The revised PGR14 must be submitted to GRSB.	Complete Included on Agenda for meeting of GRSB on 1 June 2023, Item 8.18

SECTION B: POLICY AND STRATEGY ISSUES

4. Graduate researcher development

4.1 Graduate Training Element (GTE) Modules

The Chair noted that the feedback provided by the Board was addressed and the module descriptors were revised accordingly. The Chair informed members that the Graduate Studies Office and the Academic Secretariat will develop updated guidelines for GTE Modules and Doctoral Pathways for the 2023/24 during the summer period.

4.1.1 GTE New Module – (CM603) Communication Research Methods

Approved

4.1.2 GTE New Module – (CM604) Interdisciplinary Digital Research Methods

Approved

4.1.3 GTE New Module – (CM605) Ethics in Digital Research Design

Approved

4.1.4 GTE New Module – (HR600) Writing Academic Publications

Approved

4.1.5 GTE New Module – (LC604) Navigating the Academic Publishing Landscape

Approved

4.1.6 GTE New Module – (PSYC528) Specialist Topic in Psychology

Approved

4.1.7 GTE New Module – (TP603) Philosophical Texts: A Reading Group Seminar

Approved

4.2 DCU Business School Doctoral Pathway 2023/24

Noted

4.3 Faculty of Engineering and Computing Doctoral Pathways

4.3.1 School of Computing

Noted

- 4.3.2 School of Electronic Engineering
Noted
- 4.3.3 School of Mechanical and Manufacturing Engineering
Noted
- 4.3.4 Centre for Doctoral Training in Advanced Metallic Systems (AMSCDT)
Noted
- 4.3.5 Centre for Research Training in Artificial Intelligence
Noted
- 4.3.6 Centre for Research Training in Digitally-Enhanced Reality (D-REAL)
Noted
- 4.3.7 Centre for Research Training in Machine Learning
Noted
- 4.4 Faculty of Humanities and Social Sciences Doctoral Pathways 2023/24
 - 4.4.1 School of Applied Language and Intercultural Studies
Noted
 - 4.4.2 School of Communications
Noted subject to the inclusion of Interdisciplinary Digital Research Methods (CM604) and Ethics in Digital Research Methods (CM605) in the structured doctoral pathway.
 - 4.4.3 School of English
Noted
 - 4.4.4 Fiontar & Scoil na Gaeilge
Noted
 - 4.4.5 School of History and Geography
Noted
 - 4.4.6 School of Law and Government
Noted

- 4.4.7 School of Theology, Philosophy and Music
Noted
- 4.5 DCU Institute of Education Doctoral Pathway 2023/24
Noted
- 4.6 Faculty of Science and Health Doctoral Pathways 2023/23
 - 4.6.1 School of Biotechnology
Noted
 - 4.6.2 School of Chemical Sciences
Noted
 - 4.6.3 School of Health and Human Performance
Noted
 - 4.6.4 School of Mathematical Sciences
Noted
 - 4.6.5 School of Nursing, Psychotherapy and Community Health
Noted
 - 4.6.6 School of Physical Sciences
Noted
 - 4.6.7 School of Psychology
Noted

The Chair noted that there are differences across the University in where the structured doctoral pathway documents are hosted and informed members that these should be hosted on the relevant faculty (research) webpage, particularly due to ownership and University accessibility requirements.

The Chair informed members that the updated guidelines on GTE Modules and Doctoral Pathways will ensure alignment between GRSB and Faculty Office/School processes for revising and approving Doctoral Pathways. The Chair also informed members that the current template for Doctoral Pathways will have to be changed to ensure it meets the University accessibility requirements, while also allowing Faculties/Schools to record the annual changes to the pathways, to aid their approval and to capture the information required for online publication.

5. Change to PGR6 Form

The Chair set out the rationale for including specific prompts in Section B3, which are intended to ensure that the Internal Examiner and External Examiner(s) provide sufficient detail on the examination and that there is greater consistency in PGR6 Forms across the Faculties.

The Board recommended the following changes to the prompts:

- Inclusion of a contextual statement at the beginning of Section B3, e.g., “Please use the prompts below to provide details on the viva voce examination, including any relevant additional information that is not related these prompts.”
- In Prompt A, replace the strikethrough text with the underlined text: “Please ~~indicate if~~ describe how the candidate demonstrated that the thesis presented is their own work...”.
- In Prompt B, replace the strikethrough text with the underlined text: “Please ~~indicate if~~ describe how the candidate demonstrated that they had ~~an adequate~~ in depth understanding of the research topic...”.
- In Prompt C, delete the strikethrough text: “Please outline why the research, ~~provides meets, or fails to provide, a satisfactory basis to~~ meet the award level that the thesis was submitted for.”.
- Inclusion of an additional prompt that will allow examiners to set out if and how the candidate demonstrated the ability to defend their chosen methodology.
- Inclusion of an additional prompt that will allow examiners to provide other relevant feedback regarding the examination.

Decision Deferred – It was noted that members will have a further opportunity to review the proposed wording for the prompts to be included in Section B3 and to recommend revisions as necessary. The revised wording will be considered at the next meeting of GRSB.

SECTION C: INDIVIDUAL STUDENT ISSUES

- 6. Applications for transfer to the PhD Register or confirmation on the PhD Register (PGR3)**
- 6.1 GRSB2023/A5/6.1, School of Applied Language and Intercultural Studies
Approved
- 6.2 GRSB2023/A5/6.2, School of Applied Language and Intercultural Studies
Approved
- 6.3 GRSB2023/A5/6.3, School of Biotechnology
Approved
- 6.4 GRSB2023/A5/6.4, School of Biotechnology
Approved
- 6.5 GRSB2023/A5/6.5, School of Chemical Sciences
Approved
- 6.6 GRSB2023/A5/6.6, School of Communications
Approved
- 6.7 GRSB2023/A5/6.7, School of Communications
Approved
- 6.8 GRSB2023/A5/6.8, School of Communications
Approved
- 6.9 GRSB2023/A5/6.9, School of English
Decision Deferred – It was noted that the Principal Supervisor(s) and the Internal Examiner should elaborate on the academic component of the artefact and indicate within the PGR3 Form if they are satisfied that the academic requirements have been met at this stage. In addressing this, the Principal Supervisor(s) and Internal Examiner should refer to "Guidelines for candidates, supervisors and examiners on the format of 'PhD by Artefact'", which explains that the "... accompanying analytical commentary is an equally important element in ensuring that examiners are convinced that the work presented as a whole meets the standard of the research award, especially with regard to articulating the coherence of the work".

- 6.10 GRSB2023/A5/6.10, School of History and Geography
Approved
- 6.11 GRSB2023/A5/6.11, School of History and Geography
Approved
- 6.12 GRSB2023/A5/6.12, School of Mechanical and Manufacturing Engineering
Approved – It was noted that the oral examination took place on 13 October 2021. The Board expressed its concern about the time taken to submit the PGR3 Form following completion of the oral examination.
- 6.13 GRSB2023/A5/6.13, School of Mechanical and Manufacturing Engineering
Approved
- 6.14 GRSB2023/A5/6.14, School of Mechanical and Manufacturing Engineering
Decision Deferred - It was noted that Section Bii should be amended to reflect that it is a joint report from the Principal Supervisor and the Internal Examiner. The revised PGR3 Form must be submitted to GRSB. It was further noted that the oral examination took place on 14 December 2021. The Board expressed its concern about the time taken to submit the PGR3 Form following completion of the oral examination.
- 6.15 GRSB2023/A5/6.15, School of Nursing, Psychotherapy and Community Health
Approved
- 6.16 GRSB2023/A5/6.16, School of Nursing, Psychotherapy and Community Health
Approved
- 6.17 GRSB2023/A5/6.17, School of Physical Sciences
Approved
- 7. Appointment of internal and external examiners (PGR4)**
- 7.1 GRSB2023/A5/8.1, PhD, School of Applied Language and Intercultural Studies
Approved
- 7.2 GRSB2023/A5/7.2, MPhil, School of Arts, Education and Movement
Approved

- 7.3 GRSB2023/A5/7.3, PhD, School of Biotechnology
Approved
- 7.4 GRSB2023/A5/7.4, PhD, School of Biotechnology
Decision Deferred - It was noted that the External Examiner does not meet the requirements as per Academic Regulation 10.2.9, "experience in supervising research students to completion at the level of the award being sought". An alternative External Examiner is required and the revised PGR4 may be considered by Chairs Action.
- 7.5 GRSB2023/A5/7.5, MSc, School of Biotechnology
Approved
- 7.6 GRSB2023/A5/7.6, PhD, School of Biotechnology
Approved
- 7.7 GRSB2023/A5/7.7, PhD, DCU Business School
Decision Deferred - It was noted that full citations for publications, including all authors, are required to ensure there is no potential conflict of interest between the External Examiner and the supervisory panel.
- 7.8 GRSB2023/A5/7.8, MSc, School of Chemical Sciences
Approved
- 7.9 GRSB2023/A5/7.9, PhD, School of Chemical Sciences
Approved
- 7.10 GRSB2023/A5/7.10, PhD, School of Chemical Sciences
Approved
- 7.11 GRSB2023/A5/7.11, PhD, School of Computing
Approved – It was noted that the External Examiner is a Secondary Supervisor for another DCU research student. The Board considered any potential conflict of interest but is satisfied that there is none in this instance.
- 7.12 GRSB2023/A5/7.12, PhD, School of Computing
Approved
- 7.13 GRSB2023/A5/7.13, PhD, School of Electronic Engineering
Approved

- 7.14 GRSB2023/A5/7.14, PhD, Fiontar agus Scoil na Gaeilge
Approved
- 7.15 GRSB2023/A5/7.15, PhD, School of History and Geography
Decision Deferred – It was noted that the External Examiner does not meet the requirements as per Academic Regulation 10.2.9, "experience...in the examination process of...[research students] at the level of the award being sought". An alternative External Examiner is required and the revised PGR4 Form may be considered by Chairs Action.
- 7.16 GRSB2023/A5/7.16, PhD, School of Inclusive and Special Education
Decision Deferred – It was noted that the Internal Examiner has not completed the necessary examiner training provided by the Graduate Studies Office. An alternative Internal Examiner is required and the revised PGR4 Form may be considered by Chairs Action.
- 7.17 GRSB2023/A5/7.17, EdD, DCU Institute of Education
Approved subject to verification by Registry of an alternative Independent Chairperson. It was noted that the Independent Chairperson has not completed the necessary training.
- 7.18 GRSB2023/A5/7.18, EdD, DCU Institute of Education
Approved
- 7.19 GRSB2023/A5/7.19, EdD, DCU Institute of Education
Approved
- 7.20 GRSB2023/A5/7.20, PhD, School of Law and Government
Approved
- 7.21 GRSB2023/A5/7.21, PhD, School of Nursing, Psychotherapy and Community Health
Approved
- 7.22 GRSB2023/A5/7.22, PhD, School of Nursing, Psychotherapy and Community Health
Approved
- 7.23 GRSB2023/A5/7.23, PhD, School of STEM Education, Innovation and Global Studies
Approved

- 7.24 GRSB2023/A5/7.24, PhD, School of Theology, Philosophy and Music
Decision Deferred – It was noted that the Internal Examiner has not completed the necessary examiner training provided by the Graduate Studies Office. An alternative Internal Examiner is required and the revised PGR4 Form may be considered by Chairs Action.
- 7.25 GRSB2023/A5/7.25, PhD, School of Language, Literacy and Early Childhood Education
Noted – Approved by Chairs Action on 15 May 2023.
- 7.26 GRSB2025/A5/7.26, PhD, DkIT School of Health and Science
Noted – Approved by Chairs Action on 25 May 2023.
- 8. Request for Extension to Maximum Registration Period OR Re-admission to the Research Programme (PGR14)**
- 8.1 GRSB2023/A5/8.1, PhD, DCU Business School
Approved
- 8.2 GRSB2023/A5/8.2, PhD, DCU Business School
Approved
- 8.3 GRSB2023/A5/8.3, PhD, DCU Business School
Approved
- 8.4 GRSB2023/A5/8.4, PhD, DCU Business School
Approved
- 8.5 GRSB2023/A5/8.5, PhD, School of Communications
Approved - It was noted that this will be the final extension granted to the student and that a deferral should be considered in the event that the issues highlighted by the student were to continue.
- 8.6 GRSB2023/A5/8.6, PhD, School of Communications
Approved - It was noted that this will be the final extension granted to the student.
- 8.7 GRSB2023/A5/8.7, PhD, School of Communications
Approved

- 8.8 GRSB2023/A5/8.8, PhD, School of Computing
Approved
- 8.9 GRSB2023/A5/8.9, PhD, DkIT School of Engineering
Approved
- 8.10 GRSB2023/A5/8.10, PhD, DkIT School of Health and Science
Approved
- 8.11 GRSB2023/A5/8.11, PhD, DkIT School of Health and Science
Approved
- 8.12 GRSB2023/A5/8.12, PhD, DkIT School of Health and Science
Approved
- 8.13 GRSB2023/A5/8.13, PhD, DkIT School of Informatics and Creative Arts
Approved
- 8.14 GRSB2023/A5/8.14, PhD, DkIT School of Informatics and Creative Arts
Approved
- 8.15 GRSB2023/A5/8.15, PhD, DkIT School of Informatics and Creative Arts
Approved
- 8.16 GRSB2023/A5/8.16, PhD, DkIT School of Informatics and Creative Arts
Approved
- 8.17 GRSB2023/A5/8.17, PhD, School of English
Approved – It was noted that a PGR4 is expected upon return from the deferral (indicated as September 2023 on the PGR14), which will be included for consideration in the following GRSB meeting.
- 8.18 GRSB2023/A5/8.18, EdD, DCU Institute of Education
Approved
- 8.19 GRSB2023/A5/8.19, EdD, DCU Institute of Education
Approved

8.20 GRSB2023/A5/8.20, PhD, School of Mechanical and Manufacturing Engineering
Decision Deferred – It was noted that details need to be provided regarding the anticipated submission timeframe. The revised PGR14 Form must be submitted to GRSB.

8.21 GRSB2023/A5/8.21, PhD, School of Mechanical and Manufacturing Engineering
Approved

8.22 GRSB2023/A5/8.22, PhD, School of Physical Sciences
Approved

9. Extension of Time for Submission of Correction

9.1 GRSB2023/A5/9.1, PhD, School of Law and Government
Approved

10. Any other business

11.1 Mr Muhammad Mubashar Saeed raised the issue of the difficulties that postgraduate research students are currently encountering when trying to secure accommodation via DCU Rooms. The Chair noted that these problems cannot be resolved by the Graduate Research Studies Board, but rather are being reviewed by the Chief Operations Officer.

1 June 2023

GRSB2023/A5

Signed: _____

Date: _____

Date of next meeting

Thursday, 17 August 2023

10.00 a.m.

A204, Glasnevin Campus