

**UNIVERSITY OF DUBLIN
TRINITY COLLEGE**

GRADUATE STUDIES COMMITTEE

Minutes of the meeting held at 9.00 a.m. on Thursday 11th November 2010
Boardroom, Provost's House

Present: Professor Veronica Campbell, Dean of Graduate Studies (*Chair*),
Directors of Teaching and Learning (Postgraduate) as follows:
Dr Derek Nolan, School of Biochemistry and Immunology
Dr Martin Fellenz, School of Business
Dr Siobhán Clarke, School of Computer Science and Statistics
Dr Claire Healy, School of Dental Science
Dr Paula Quigley, School of Drama, Film & Music
Dr Carmel O'Sullivan, School of Education
Professor Brian Broderick, School of Engineering
Professor Nicholas Grene, School of English
Professor Tim Foster, School of Genetics and Microbiology
Dr Joseph Clarke, School of Histories & Humanities
Dr Neville Cox, School of Law
Dr Jeffrey Kallen, School of Linguistic, Speech and Communication Sciences
Dr Stefan Sint, School of Mathematics
Dr John Gormley, School of Medicine
Dr Robin Edwards, School of Natural Sciences
Ms Anne-Marie Brady, School of Nursing and Midwifery
Dr Gillian Wylie, Aspirant School of Religions, Theology and Ecumenics
Dr Gail McElroy, School of Social Sciences and Philosophy
Dr Eoin O'Sullivan, School of Social Work and Social Policy

Ms Dearbhail Lawless, Graduate Students' Union President (*Ex officio*)
Ms Simone Cameron-Coen, Graduate Students' Union Vice-President (*Ex officio*)
Ms Alex Anderson, CAPSL Representative (*Ex officio*)
Mr Trevor Peare, Keeper of Readers' Services (in attendance *Ex officio*)

Apologies: Directors of Teaching and Learning (Postgraduate) as follows:
Dr Andrew Harkin, School of Pharmacy & Pharmaceutical Sciences
Dr Mauro Ferreira, School of Physics
Dr Kevin Tierney, School of Psychology

Dr Patrick Geoghegan, Associate Dean of Research

In attendance: Ms Jennifer Hill, Graduate Studies Office, Secretary to the meeting
(*Ex officio*)
Ms Helen Thornbury, Graduate Studies Office

GS/10-11/010 Minutes of 14th October 2010

The minutes of the meeting of 14th October 2010 were approved by the Committee as circulated, subject to an amendment to page 2 to change the sentence “There is currently a Level 7 course in Clinical Dental Technology” to “There is currently a Level 7 course in Dental Technology”.

GS/10-11/011 Matters Arising

There were no matters arising.

GS/10-11/012 GeneSIS Project

The Dean introduced Mr. Michael Hughes and asked him to speak to the item. Mr. Hughes explained that the objective of the GeneSIS project is “to implement improved student academic and administrative processes supported by the procurement and implementation of a new modern student system”.

College will be purchasing a student system and the computer hardware and server infrastructure.

An “As-Is” document has been created from analysis of all processes across College which has been very useful in deciding how College processes might work in the future and in putting together requirements of what will be needed to make these processes work.

A key area of the process is course management and in the future this information should be centralised; all information relating to a course, including course details, academic information, financial details, award information, etc., will be held in one system.

Mr. Hughes provided several examples of how the new student system will work in relation to Postgraduate students. He showed how assessment of taught courses would be handled in the new system and how module marks would be directly entered. He also illustrated how information relating to research assessment, such as maintaining information on examiners, would be recorded in the new system.

As part of the procurement stage a competitive dialogue process is currently being used to evaluate vendor solutions. The second dialogue has recently been completed and later this month the tender will be released and the preferred supplier will be selected by the end of the year.

Several questions were asked by the Committee and answered by Mr. Hughes who also confirmed that, as Trinity College is one of the last Universities in Ireland to implement such a system, site visits to some of the other institutions who have similar systems have taken place to see the benefits of such a system.

Further details on the project can be found on the website www.tcd.ie/local/geneSIS.

GS/10-11/013 M.Sc. in Laboratory Medicine

The Dean introduced Professor Thomas Rogers and asked him to speak to the item.

Professor Rogers explained that for more than ten years a successful M.Sc. in Molecular Pathology has been run jointly by DIT and TCD with the degree awarded by TCD. This course is accredited by the Academy of Medical Laboratory Science (AMLS), Dublin and the Institute of Biomedical Science (IBMS), London.

As there was a need to reflect the contribution from both DIT and TCD to be acknowledged, agreement for the establishment of a new jointly awarded M.Sc. programme has been sought from both institutions.

The main changes to the programme are: changing the name from M.Sc. in Molecular Pathology to M.Sc. in Laboratory Medicine; the addition of a Postgraduate Diploma as an option; providing a full-time option; provision of new modules.

The intention is for the course to begin in January 2011 for the first intake only. It was confirmed by the Dean that a special exception has been made to permit this due to the

extenuating circumstances of the timing of the accreditation. Subsequent intakes will have a September start date in accordance with the College's academic year structure.

It was confirmed that the Library Committee have approved this course.

In response to a question regarding the student project, it was confirmed that although this may be done in the workplace it will be monitored by a supervisor, the students will have an option to use a College laboratory.

Clarification was sought on the use of the terms formative and summative assessment in the course proposal and the Committee were told that this refers to the assessment of each module and an exit assessment at the end of the course. However, it was agreed that this wording will be looked into and amended for the final draft of the proposal where necessary.

The Dean explained that approval is sought from the Committee on academic grounds only; however, the course will not receive full College approval until the financials have been approved.

The committee approved the course for submission to the University Council subject to any additional amendments that may be required following the assessor's report.

GS/10-11/014 Copy Editing

The Dean explained that during a meeting of the Irish Universities Association (IUA) the issue of copy editing of theses was discussed. An issue has arisen where students who have been availing of the services of professional copy editors could be in breach of examination procedures as it would mean the body of work is not entirely their own. The Dean wished to bring this to the attention of the Committee to discuss an amendment to our regulations.

The Committee discussed issues of how this would be policed; how to define what is the students "own work" and professional versus non-professional copy editing. While it was agreed that copy editing should be undertaken as part of the preparation of the work, the opportunity is provided to the student during their research to acquire the appropriate skills in copy editing.

The Dean confirmed that she would take all of the points raised into consideration and would draft a new regulation and bring it to a future meeting for further discussion.

GS/10-11/015 PRTL update

The Dean informed the Committee that the PI's of the Structured Ph.D. programmes have now met to discuss revised implementation plans and budgets. The HEA have requested that a prospectus be drawn up and used for recruitment when the funding is released. A handbook for each of these programmes will also be developed and brought to the Graduate Studies Committee. New modules should also be reviewed by the Bologna Desk.

GS/10-11/016 AOB

Helen Thornbury informed the Committee that further to a recent request for quotas for non-EU students on taught course programmes, approximately 15% of places will now be reserved for non-EU applicants to increase the number of fee paying non-EU students. Following receipt of their application those applicants should be considered immediately and, where possible, offered places.

The Dean confirmed that the Innovation Academy launch will take place on Friday 19th November from 5pm and invitations have been sent out.

The Dean also reminded the Committee of the Innovation Academy workshop taking place on Monday 15th November in association with the Irish Technology Leadership Group.

Section B for noting and approval

- a) The Committee noted and approved the formalising of the M.Sc. in Civil Engineering into three streams (Environmental Engineering, Transportation Engineering and Structural and Geotechnical Engineering).
- b) The Committee noted and approved the formalising of the LLM into two additional strands along with the existing LLM (International and Comparative Law and International and European Business Law).
- c) The Committee noted and approved the addition of a Postgraduate Diploma in Film Theory and History; however it was agreed that the wording of the Calendar part 2 entry would be revised to eliminate confusion over who would be eligible to receive the Diploma.
- d) The Committee noted and approved the memo from the School of Education to permit a second and final cohort of CPD students to register for the Postgraduate Diploma in Educational Studies (Intercultural Education), in association with Coláiste Mhuire, Marino.

There being no other business, the meeting ended at 10.26am.

Prof. Veronica Campbell

Date: 15th November 2010