

**UNIVERSITY OF DUBLIN
TRINITY COLLEGE**

GRADUATE STUDIES COMMITTEE

DRAFT Minutes of the meeting held at 9.00 a.m. on Thursday 15th December 2011
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
Professor Isabel Rozas, School of Chemistry
Dr Claire Healy, School of Dental Science
Dr Melissa Sihra, School of Drama, Film & Music
Dr Sam Slote, School of English
Dr Joseph Clarke, School of Histories & Humanities
Dr Jurgen Uhlich, School of Languages, Literatures and Cultural Studies
Dr Neville Cox, School of Law
Dr Jeffrey Kallen, School of Linguistic, Speech and Communication Sciences
Dr John Gormley, School of Medicine
Professor Anna Davies, 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 Stephanie Holt, School of Social Work and Social Policy

Mr Martin McAndrew, Graduate Students' Union Vice-President (*Ex officio*)
Professor Vinny Cahill, Dean of Research
Mr Trevor Peare, Keeper of Readers' Services (in attendance *Ex officio*)
Ms Alex Anderson, CAPSL Representative (*Ex officio*)

Apologies: Directors of Teaching and Learning (Postgraduate) as follows:
Professor Simon Wilson, School of Computer Science and Statistics
Dr Conor McGuckin, School of Education
Professor Timothy Foster, School of Genetics and Microbiology
Dr Stefan Sint, School of Mathematics
Dr Andrew Harkin, School of Pharmacy & Pharmaceutical Sciences
Dr Mauro Ferreira, School of Physics

Ms Mary O'Connor, Graduate Students' Union President (*Ex officio*)
Mr John Lawlor, Information System Services Representative

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

GS/11-12/016 Minutes of 3rd November 2011

The minutes of the meeting of 3rd November 2011 were approved by the Committee as circulated.

GS/11-12/017 Matters Arising

The Dean confirmed that the Committee's comments in relation to item GS/11-12/012, Student Evaluation of Modules, had been relayed to the Quality Committee and that a working group is to be established comprising members of the Quality Committee, Graduate Studies Committee and student representation. The working group will make recommendations on a new format for student evaluation of postgraduate courses. Until a new format is devised, Schools may continue to evaluate postgraduate modules and courses locally.

GS/11-12/018 M.Sc. in Translational Oncology

The Dean introduced Dr Graham Pidgeon and Dr Joanne Lysaght. Dr Pidgeon explained that the M.Sc. in Translational Oncology is being proposed to provide students with in-depth specialist knowledge in the fundamentals of translational oncology along with research led teaching in the practice of cancer research. The course will be taught at the Institute for Molecular Medicine based at St. James' Hospital and will further enhance Trinity's strong reputation in cancer research and postgraduate training. There has already been an appointment of an Ussher Lecturer in Molecular Oncology, Dr Joanne Lysaght, who will coordinate the course. The course will be taught on a one year full-time or two year part-time basis totalling 90 ECTS. The course comprises nine core modules and four optional modules with each student undertaking a twelve week research project and submitting a dissertation based on the outputs from this research. Students will have the option of exiting with a postgraduate diploma upon completion of the taught core and optional modules totalling 60 ECTS. There is no overlap with any existing course but there is a relationship with the M.Sc. in Molecular Medicine to facilitate the sharing of relevant modules.

In response to a query about the similarities with the undergraduate course in Medicinal Chemistry it was advised that the course proposers make contact with staff in the discipline of Medicinal Chemistry to determine whether there is an opportunity to foster interactions.

In answer to a query it was agreed that the Learning Outcomes should be redrafted to take into account the professional development skills that the students will acquire.

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

GS/11-12/019 Academic Streamlining of Regulations

The Dean introduced Professor Terence Brown, Chair of the GeneSIS Project Board and asked him to speak to the circulated document.

Professor Brown explained that the GeneSIS project has provided College with an opportunity to reflect on the current diversity that exists in the application and interpretation of its regulations for assessment and progression. Schools are being invited to consider how to best harmonise and simplify assessment regulations for undergraduate and postgraduate courses. A selection of assessment regulation models have been developed based on the most commonly used current practices across the College and it was confirmed that the GeneSIS Team will work with Schools to map their courses onto an appropriate number of assessment regulation options.

During the discussion, several queries were raised about how the proposed models will work for individual courses. The Committee was advised that Schools should first consider the proposed models for assessment regulations and consider how their current assessment regulations can align with the proposed options. It was suggested that any anomalies should be presented to the Dean of Graduate Studies and a strong academic rationale would be necessary if additional assessment models are requested.

GS/11-12/020 International Recruitment

The Dean introduced Professor Jane Ohlmeyer, Vice Provost for Global Relations. Professor Ohlmeyer informed the Committee of a number of scholarship opportunities currently available for postgraduate students wishing to apply to study at TCD. These include:

- an Indian Scholarship scheme comprising 16 scholarships valued at €3000 each. Five of these are available for taught postgraduate courses in the Faculty of Arts, Humanities and Social Sciences, five for taught postgraduate courses in the Faculty of Health Sciences and six are available for the Faculty of Engineering, Mathematics and Science (four taught, two research). The deadline for applications for these Scholarships is 1st February and the applicant is asked to submit a 200 word personal statement in addition to their application if they wish to apply for the scholarship. As applications are already being received, Schools are asked to make decisions on the application within the required two weeks but any decision on the Scholarship may wait until after the Scholarship application deadline.

- TCD has applied for a number of Government of Ireland scholarships for 2012-13 (approx 10-15). These form part of the Irish government's global relations strategy which aims to raise Ireland's international visibility as a destination for postgraduate education. The successful applicant will receive €10,000 towards living expenses and a full fee waiver from College. These Scholarships will focus on one-year taught Masters students.

- in answer to a query regarding the Chinese government scholarships it was confirmed that if a student is in receipt of a scholarship the School is required to cover the fees.

GS/11-12/021 Relationship with Brown University

The Dean introduced a draft MOU between TCD and Brown University and explained that the proposal is for Brown University students to spend the third year of their undergraduate studies as a visiting student at TCD taking undergraduate modules and up to 15 ECTS of approved postgraduate modules. The students will return to Brown University for the final year of their undergraduate degree but, upon completion, will return to TCD to complete a one year taught Masters degree. A portion of the TCD postgraduate module load (maximum of 15 ECTS) taken during their third year as a visiting student may be used in partial fulfillment of the 90 ECTS credit requirement for the associated Masters degree; those credits will not contribute to the Brown Bachelors degree in order to avoid double counting of credit.

The Dean had already discussed this with the Directors of Teaching & Learning (postgraduate) in the Faculty of Arts, Humanities and Social Sciences and Schools had considered whether they wish to participate in this interaction. Feedback from Schools had resulted in amendments being made to the draft MOU. The Schools that wish to participate have provided a list of postgraduate modules that would be open to the Brown University students during their time in TCD as a visiting student.

The Dean confirmed that this is an excellent opportunity to have high calibre visiting students return to TCD for postgraduate study. Students will select their intended Masters course prior to attending TCD as a visiting student.

There were a number of queries and the following issues were discussed: ensuring appropriate access to facilities, such as the library; the issue of module fee administration and the expected number of participating students.

GS/11-12/022 Collaborative Academia-Enterprise Ph.D. Studentship

The Dean informed the Committee that the working group have met and produced the circulated document which formalises the procedures for students undertaking a collaborative research project between academia and an enterprise.

The Dean confirmed the following:

- in relation to supervision, these students will have a principal academic supervisor from TCD and a suitably qualified co-supervisor from the enterprise who will be given adjunct status within College for the duration of the student's registration.
- The student will be permitted to conduct specific aspects of the doctoral research in the premises of the enterprise and the time spent between TCD and the enterprise will be negotiated between the supervisors.
- Templates have been provided for IP agreements for situations in which the student is an employee of the enterprise or not.
- Students intending to undertake a collaborative academia-enterprise Ph.D. project should be identified to the DTLPG at the time of application so that the appropriate supervisory team may be appointed and IP issues agreed in advance of starting the project.

The Committee approved the Calendar (part II) entry for 2012-13.

GS/11-12/023 GeneSIS

The Committee was asked to consider the circulated memo from the GeneSIS team which outlines the proposed admissions acceptance process. The proposal is for a one-step process in which a successful applicant is required to pay a deposit at the time of accepting a course offer.

While it was explained that this differs to the current two-step process in which a student accepts the place and then pays the deposit at a later date, flexibility can be provided in the length of time given to accept and pay. Also, the amount of the deposit can vary for different courses.

Some schools expressed concern about this new process, particularly those that use the two-step process as part of their recruitment and ongoing engagement with prospective students. It was explained that a dialogue can be maintained with the applicant via the enquiry management system once an offer is made, even if the applicant has not yet accepted the offer. There was also concern that when making early offers to applicants (particularly international applicants) they may not be in a position to accept if they are required to pay a non-refundable deposit immediately and are waiting for other offers before making their decision.

It was agreed that the process would be closely monitored and if there are major issues with recruitment then modification of the process may need to be considered.

GS/11-12/024 AOB

The Dean notified the Committee of an upcoming EUA workshop hosted by TCD on 12th and 13th January 2012 on Supporting Individual Paths of Doctoral Candidates - Experience, Skills, Guidance.

Section B for noting and approval

1. The Committee noted and approved the amendment to the Postgraduate Diploma in Applied Behaviour Analysis – changing from part-time to full-time.
2. The Committee noted and approved the proposed one year full-time option of the M.Sc. in Clinical Speech and Language Studies.

3. The Committee noted and approved the proposed amendments to the M.Sc. in Nursing (ANP).
4. The Committee noted and approved the proposed new module for the M.Phil. in International Peace Studies but it was agreed that it would need to be made clear to students taking the module that they would be responsible for any travel costs.

There being no other business, the meeting ended at 10.49am.

Prof. Veronica Campbell

Date: 4th January 2012