

UNIVERSITY OF DUBLIN

TRINITY COLLEGE

GRADUATE STUDIES COMMITTEE

DRAFT Minutes of the meeting held at 9.00 a.m. on Thursday 3rd March 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
Dr Claire Healy, School of Dental Science
Dr Paula Quigley, School of Drama, Film & Music
Professor Brian Broderick, School of Engineering
Dr Joseph Clarke, School of Histories & Humanities
Dr John Gormley, School of Medicine
Dr Robin Edwards, School of Natural Sciences
Ms Anne-Marie Brady, School of Nursing and Midwifery
Dr Mauro Ferreira, School of Physics
Dr Andrew Harkin, School of Pharmacy & Pharmaceutical Sciences
Dr Gillian Wylie, Aspirant School of Religions, Theology and Ecumenics

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

Apologies: Directors of Teaching and Learning (Postgraduate) as follows:
Dr Stephen Connon, School of Chemistry
Dr Carmel O'Sullivan, School of Education
Dr Sam Slote, School of English
Professor Tim Foster, School of Genetics and Microbiology
Dr Caitriona Leahy, School of Languages, Literatures and Cultural Studies
Dr Jeffrey Kallen, School of Linguistic, Speech and Communication Sciences
Dr Stefan Sint, School of Mathematics
Dr Gail McElroy, School of Social Sciences and Philosophy

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

GS/10-11/035 Minutes of 3rd February 2011

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

GS/10-11/036 Matters Arising

Academic Year Structure: The Dean confirmed that the discussion document on the Academic Year Structure had also been presented to the Undergraduate Studies Committee and the views expressed were similar to those made by the Graduate Studies Committee at the 3rd February meeting. The Graduate Students Union surveyed postgraduate students and found that: in answer to the question "Would you prefer Christmas exams?" 22% answered "yes"; 14% "no"; 63% "this doesn't affect me" and 8% "I don't mind".

PRTL: The funding has now been released for the majority of the structured Ph.D. programmes for 91 students to begin in 2011. A staggered intake has been discussed and is pending clarification. A meeting is to be held with members of the Graduate Studies Office, Innovation Academy and PI's from the structured programmes to discuss advertising for these programmes and other administrative and academic issues.

GS/10-11/037 M.Sc. Biological Psychiatry

The Dean introduced Professor Declan McLoughlin and asked him to speak to the item.

Professor McLoughlin explained that this is intended to be a two-year part-time taught masters course with a research dissertation. Modules one to three would be taught in year one with modules four to six and the dissertation being taken in year two. There could be an intake each year as the student could begin their programme with either the year one or year two modules.

The Committee acknowledged the academic merit of this proposal which focuses on an interesting area of study. However, there were several queries raised and substantial concerns, including the following:

- As it stands, the structure of the taught component of the course will require a student to undertake two full years in order to receive the Postgraduate Diploma.
- There was substantial concern in relation to the new appointments required, the funding required for this and the uncertainty over not having a Course Coordinator or administrative support in place.
- The proposal is unclear regarding what the consequence would be of a student failing a module and the possible delay if they are required to repeat a year.
- The Committee noted the potential for international recruitment in this area given the excellent research reputation of the Discipline of Psychiatry. However, offering the course on a part-time basis only would limit opportunities to recruit international students. Given that part of the Graduate Education Strategy is to increase international student intake this should be given further consideration.
- The potential for this course to directly compete with the MSc in Neuroscience was noted
- The percentage weighting of modules should be amended to more accurately reflect the ECTS.
- The financial spreadsheet for the programme was not included in the proposal.

The Committee agreed that the above concerns should be addressed and the proposal should be amended, with particular consideration being given to the arrangements for coordination of the course, before being returned to the Graduate Studies Committee to review again.

GS/10-11/038 M.Sc. Psychoanalytic Psychotherapy

The Dean introduced Dr John O'Connor and asked him to speak to the item.

Dr O'Connor explained that the existing M.Sc. in Psychoanalytic Psychotherapy and the M.Sc. in Child and Adolescent Psychoanalytic Psychotherapy are to be discontinued and the contents of these courses to be amalgamated into a single new M.Sc. in Psychoanalytic

Psychotherapy which will be made up of two strands: Child and Adolescent Psychoanalytic Psychotherapy and Adult Psychoanalytic Psychotherapy.

The Committee had several queries and recommended changes to the proposal including the following:

- Additional details should be provided regarding the consequences of a student failing a module (Page 14) and the delay that may occur if a student is required to repeat a year.
- Consideration should be given, and appropriate amendments made, to the assessment of group exercises. Table 2 (Page 13) should include more detail on how group assessment will be dealt with.
- The Required and Suggested Reading lists should be amended to include more contemporary reading which is expected of this level of course.
- The Learning Outcomes should be amended to encourage critical thinking.
- As all modules are “compulsory”, the proposal should be amended to reflect this.
- The proposal should include details on what are the suitable entry degrees for applicants to this course.

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

GS/10-11/039 Implementation of the Graduate Education Strategy

Production of a TCD e-book of postgraduate modules: The Dean confirmed that a “Book of Modules” will be created. The GeneSIS Project will also require similar information for their purposes and in order to streamline this process it has been agreed that the data collection will be organised to ensure both projects obtain their required information. A web form has been created which will need to be completed by course coordinators and the collected data will then be used to create an e-book which will be available to staff on the Graduate Studies Office website. The form will be circulated shortly and a deadline for completion of end of March has been set.

A couple of queries were raised, in particular regarding missing fields on the form and it was confirmed that the data can be entered into the section marked “other” and the form will be amended with sub-headings to make this clearer for completion.

Processing fees for shared modules: At present there are many ad-hoc arrangements regarding the sharing of modules between Schools. A form has been created to calculate the fees of these shared modules. The Dean clarified that if a module is to host a student(s) from another course then this would require both the course coordinator and module coordinator’s approval. This would only be applicable to taught postgraduate courses and not research modules.

Participation of students in stand-alone modules: The Dean confirmed that fee bands are to be set and will be reviewed and revised following consultation with the Faculty Deans. An academic rationale should be provided as to why a student or group of students are to take just one module and this will be offered with discretion. There will be a paper-based application and approval to offer a stand-alone module will need to be given by the Dean of Graduate Studies. Entry requirements should be set and a certificate of attendance should be provided to any student who completes the module.

There was some concern from the Committee that this option could lead to issues where a student taking one module would have full access to all College facilities (particularly services such as College Health, Student Counselling and the Graduate Student’s Union).

While it was agreed that this would be considered the Dean clarified that it is envisaged that offering stand alone modules has been designed for very specifically defined, small cohorts.

The Dean thanked the members of the Implementation Working group for their consideration of the issues involved in implementing the Graduate Education Strategy.

GS/10-11/040 Ph.D. Examination Regulations

The Dean brought the Committee's attention to a NAIRTL conference on rolling out National Supervisor Training Workshop to be held on April 11th.

Regarding the amended Calendar Part 2 regulations on Ph.D. Examinations there were a couple of queries raised and the Dean clarified that the Chairperson should be a Director of Teaching and Learning (Postgraduate) or his/her nominee. The DTLPG is obliged to nominate a Chairperson with an appropriate level of experience and knowledge of the viva process and Trinity's regulations. The Dean reaffirmed the importance of having a Chairperson at the viva.

GS/10-11/041 Annual Progress Report

This item was deferred to the next meeting.

GS/10-11/042 Taught Postgraduate Courses: Overview of Student Numbers

The Dean reminded the Committee of the Graduate Education Strategy that was approved by Council in May 2010, in particular regarding there being a minimum of seven students on a course for it to run. The Dean asked the Committee to review the circulated document in their School and consider those courses with a consistently low intake. The focus should be on unpopular courses that have failed to attract sufficient numbers and consideration should be given to the academic experience for those students in such small classes and the limitations, resources and staffing implications of running self-financing courses with very low numbers of students.

Section B for noting and approval

1. The Committee noted and approved the Calendar Part 2 changes for the Schools of Engineering, Law, Linguistic, Speech and Communication Sciences and Social Work and Social Policy.
2. The Committee noted and approved the new strand proposal in Specialist Nursing for the M.Sc. in Nursing.

Section C for noting

The Committee was asked to note the circulated document regarding examination papers.

There being no other business, the meeting ended at 11.16am.

Prof. Veronica Campbell

Date: 4th March 2011