

UNIVERSITY OF DUBLIN

TRINITY COLLEGE

GRADUATE STUDIES COMMITTEE

DRAFT Minutes of the meeting held at 9.00 a.m. on Thursday 5th May 2011
Boardroom, Provost's House

Present: Professor Veronica Campbell, Dean of Graduate Studies (*Chair*),
Directors of Teaching and Learning (Postgraduate) as follows:
Dr Martin Fellenz, School of Business
Dr Stephen Connon, School of Chemistry
Dr Siobhán Clarke, School of Computer Science and Statistics
Dr Paula Quigley, School of Drama, Film & Music
Professor Brian Broderick, School of Engineering
Dr Stefan Sint, School of Mathematics
Dr John Gormley, School of Medicine
Ms Anne-Marie Brady, School of Nursing and Midwifery
Dr Andrew Harkin, School of Pharmacy & Pharmaceutical Sciences
Dr Kevin Tierney, School of Psychology
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 Alexandra 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 Derek Nolan, School of Biochemistry and Immunology
Dr Claire Healy, School of Dental Science
Dr Carmel O'Sullivan, School of Education
Dr Sam Slote, School of English
Professor Tim Foster, School of Genetics and Microbiology
Dr Jeffrey Kallen, School of Linguistic, Speech and Communication Sciences
Dr Robin Edwards, School of Natural Sciences
Dr Mauro Ferreira, School of Physics
Dr Joseph Clarke, School of Histories and Humanities
Dr Patrick Geoghegan, Associate Dean of Research
Mr John Lawlor, Information Systems Services Representative (in attendance *Ex officio*)
Ms Helen Thornbury, Graduate Studies Office

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

GS/10-11/049 Minutes of 7th April 2011

The minutes of the meeting of 7th April 2011 were approved by the Committee as circulated.

GS/10-11/050 Matters Arising

The Dean confirmed that the proposed regulation change regarding diplomates upgrading to a Masters was positively received by Council at the meeting of 20th April 2011. The regulation change was approved although Council recommended that an administrative fee should not be charged. Discussion arose regarding the awarding of a second taught Masters degree and the Dean confirmed that she would discuss this with the Registrar and report back to the Committee at the next meeting.

The Dean confirmed that the Dean of Graduate Studies' Annual Report 2009-2010 was presented to Council at the meeting of 20th April 2011 and was positively received. Issues were raised regarding how to enhance international recruitment and turn applications around quickly. Concern was also raised regarding those courses with low numbers and the implications of this on the School resources, as discussed previously by the Graduate Studies Committee.

GS/10-11/051 M.Sc. in Biological Psychiatry

The Dean confirmed that although the Committee had acknowledged the academic merit of this proposal when it was originally presented at the meeting of 3rd March 2011 (GS/10-11/037) there were some concerns raised that required a response. She introduced Professor Michael Gill who would present in place of Professor Declan McLoughlin and asked him to speak to the revised document.

Clarification was provided by Professor Gill regarding the staffing of the course and he confirmed that the Clinical Lecturer in Psychiatry based in St Patrick's University Hospital is in place to take on the role of Course Coordinator and work with Professor McLoughlin as Course Director to ensure that the course can run in September 2011 (subject to approval), prior to the appointment of a new member of staff. However, attention was drawn to Pages 1 and 5, in particular, of the course proposal, which still refer to a new lecturer post being required, and which should be reworded before the proposal is presented to the University Council.

Concern was raised regarding the budget for consumables, as outlined on the Self-Financing Course – Financial Data Schedule. It was noted that the funding allocated here is particularly low and it was agreed that this would be given further consideration.

It was noted that while the course will only be offered as part-time in the first instance, offering a full-time option would be reviewed in due course. It was also noted that it would still be possible to recruit non-EU students from psychiatry trainees already in Ireland.

Consideration was given to the amendments made regarding compensation. It was agreed by the Committee that, while appropriate amendments have been made in section C on Page 18, section D appears to contain conflicting information and it was recommended that section D be removed completely from the proposal.

In response to a query, it was agreed that text relating to project supervisors on Page 32 would be amended to indicate that staff will also be from the Institute of Molecular Medicine and Trinity College Institute of Neuroscience to correspond with the information supplied in Table 1 (Page 7-9) and text on Page 19.

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/10-11/052 BA (Mod), M.Sc. in Computer Science

The Dean confirmed that this is a new 5 year course whereby students will be admitted through the CAO and be under the remit of the Senior Lecturer and the Calendar Part 1 regulations. The Graduate Studies Committee was asked to consider this proposal and provide feedback. The Dean noted that the course had already been reviewed by the Undergraduate Studies Committee and the external review and submission to Council will be coordinated by the Senior Lecturer. The Dean introduced Dr Andrew Butterfield and asked him to speak to the item.

Dr Butterfield drew the Committee's attention to the diagram on page 11 of the proposal which outlines the design of the programme. He explained that this new programme combines the existing undergraduate programme and appropriate components of existing postgraduate programmes offered by the School of Computer Science & Statistics.

Discussion took place regarding the self-financing for the 5th year of the programme. It was confirmed that no fee has been finalised but that discussions were ongoing within the School of Computer Science and Statistics. There was concern that as students will enter this programme via the CAO it will need to be made clear to them exactly what fees will be due for the 5th year.

A query was raised regarding the structure of the course and why it cannot be structured as a "4+1" model. It was explained that the substantial number of learning outcomes required by the accrediting body need to be done over two years and that by incorporating the material over two years allows for the students to complete the course in June rather than September. It was clarified that 90 ECTS of the integrated course would be composed of level 9 modules.

The coordination and administration of the Industrial Internship was noted as being a substantial amount of work for such a large number of students. A list of potential internship placements should be made available (with letters of support provided if available). There was concern over the structured support for achieving the learning objectives and it was felt that the Module Descriptor for the Industrial Internship module required further clarification. For example, it is unclear how learning outcomes for areas such as "teamwork" or "contribute to an ethical and professional work culture" would be assessed and it was agreed that further detail should be provided on this assessment. The Graduate Studies Committee requested to review this again once the amendments have been made.

Of other concern is the postgraduate student experience that a student on this programme would receive. It was explained that modules would be shared with students registered for the stand-alone M.Sc. programmes and facilities provided would be the same as those for postgraduate students. While it was acknowledged that a separate orientation would not be necessary for these particular students, the School was asked to consider organising an information event for those students progressing to the postgraduate part of the programme.

It was noted that the library rights differ for undergraduate and postgraduate students and as students on this programme will remain registered on the one programme throughout the five years an administrative process will need to be put in place by the School to ensure each student has the correct library access.

The Dean confirmed that these comments would be fed back to the Senior Lecturer.

GS/10-11/053 M.Sc. in Alcohol and Drug Interventions

The Dean introduced Dr Marguerite Woods and asked her to speak to the item.

Dr Woods explained that the Diploma in Addiction Studies is being discontinued and the course is being proposed to replace it. It will be offered to complement the existing M.Sc. in Drug and Alcohol Policy to attract students with an interest in practice rather than policy. As this will be the first Level 9 course if it's kind in Ireland there is already considerable interest from former students of the Diploma in Addiction Studies, who wish to continue their studies,

and from many individuals who have already acquired Level 7 or 8 qualifications and who are now working in the sector.

Following a query it was explained that having an exit diploma for the course is important however there is structure in place and supervisory capacity to allow a maximum 35 students to continue to the Masters.

There was concern that the reading lists provided are quite substantial with limited recent journal articles. It was explained that this is relevant material but as policy changes in this area, newer publications may appear and the reading lists will change to reflect this.

It was requested that the provision made for compensation be stated more explicitly in the proposal and subsequent regulations. The level required to achieve a distinction should be reviewed as it presently is very low.

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/10-11/054 Academic Year Structure

The Dean explained that further to discussion at the meeting of 3rd February 2011 (GS/10-11/028) feedback had been collated following consideration by Schools and Course Offices and the general consensus is that there is no appetite for changing the academic year structure at present.

The following recommendations have now been put forward for consideration by the Committee:

- That the current academic year structure remain unchanged
- That Schools and Course Offices be consulted on the maintenance of the third revision week in TT approved by Council for 2010-11 only
- That the provision of end of term assessment/ class tests be further explored at local level with those academic areas that have expressed a preference for this

The Committee agreed to these recommendations being submitted for Council approval.

In answer to a query regarding the willingness of College to facilitate end of term examinations, it was confirmed that this could be explored with Schools who have expressed a preference for this.

GS/10-11/055 International Postgraduate Student Recruitment

The Dean explained that a review had been conducted of international student applications on the PAC system. The data shows that a high proportion of international applicants are not receiving a prompt response to their application. The Dean reminded the Committee of the Council approved College policy in which it was agreed that an international applicant should receive a decision within two weeks of submitting a complete application.

The committee noted that some Schools make e-mail contact with prospective applicants but the Dean stated that such correspondence has no visibility on PAC and an offer cannot be made outside the PAC system. The Dean requested that the Directors of Teaching and Learning (Postgraduate) remind appropriate staff within their School of the requirement to make an offer, or reject, international students promptly and she confirmed that this item will continue to be included on the Graduate Studies Committee agenda to ensure ongoing improvement in the recruitment of international students.

GS/10-11/056 AOB

The Dean congratulated the School of Computer Science and Statistics for the success at the Postgrad Ireland awards where the MSc in Computer Science (Networks and Distributed

Systems) won Postgraduate Course of the Year in the IT Category. The M.Sc. in Neuroscience was also commended in the Sciences category.

The Dean confirmed that the next meeting (to be held on 2nd June 2011) will be the final meeting of this academic year and reminded the Committee that any remaining Calendar Part 2 changes should be submitted in time to be circulated for noting and approval at this meeting.

Section B for noting and approval

1. The Committee noted and approved the Calendar Part 2 changes for the Schools of Business; Drama, Film and Music; Education; Irish School of Ecumenics; Histories and Humanities; Pharmacy and Pharmaceutical Sciences; Psychology and Social Sciences and Philosophy subject to the following amendments:
 - Irish School of Ecumenics: Any references to “semester” should be amended to read: “term”.
 - School of Histories and Humanities: clarification will be sought on the ECTS for the M.Phil. in Medieval History as the submitted Calendar entry totals 50 ECTS instead of 60.
2. The Committee noted and approved Calendar Part 2 change regarding rescinding a Postgraduate Diploma.

There being no other business, the meeting ended at 11.05am.

Prof. Veronica Campbell

Date: 9th May 2011