

**UNIVERSITY OF DUBLIN
TRINITY COLLEGE**

GRADUATE STUDIES COMMITTEE

Draft Minutes of the meeting held at 9.00 am on Thursday 20th October, 2005
Boardroom, Provost's House

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- Present:** Prof. Patrick J. Prendergast, Dean of Graduate Studies (*chair*),
Prof. Eunan O'Halpin, Director of Teaching and Learning (Postgraduate), School of Histories and Humanities
Prof. Henry Rice, Director of Teaching and Learning (Postgraduate), School of Engineering
Prof. June Nunn, Director of Teaching and Learning (Postgraduate), School of Dental Science
Dr Ken Irvine, Director of Teaching and Learning (Postgraduate), School of Natural Sciences
Dr Stefano Sanvito, Director of Teaching and Learning (Postgraduate), School of Physics
Prof. John Kelly, Director of Teaching and Learning (Postgraduate), School of Chemistry
Dr Tim Mantle, Director of Teaching and Learning (Postgraduate), School of Biochemistry and Immunology
Dr Andrew Loxley, Director of Teaching and Learning (Postgraduate), Vice Deanery, Faculty of Social and Human Sciences
Prof. Paul Coughlan, Director of Teaching and Learning (Postgraduate), School of Business
Dr Kevin Tierney, Director of Teaching and Learning (Postgraduate), School of Psychology
Prof. John Saeed, Acting Director of Teaching and Learning (Postgraduate), School of Linguistic, Speech and Communication Sciences
Prof. Kenneth Benoit, Director of Teaching and Learning (Postgraduate), School of Social Sciences and Philosophy
Mr Trevor Peare, Keeper of Readers' Services (in attendance *Ex officio*)
Ms Adele Notley (standing in for Mr John Murphy), Information System Services Representative (in attendance *Ex officio*)
Mr Ryan Sheridan, Graduate Students' Union Representative GSU President (*Ex officio*)
Mr Charles Larkin, Graduate Students' Union Representative GSU Vice-President (*Ex officio*)
- Apologies:** Prof. Ian Robertson, Dean of Research
Prof. Acting Vincent Cahill, School of Computer Science and Statistics
- In attendance:** Ms Ewa Sadowska
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The Dean welcomed all the members of the reconstituted Committee congratulating especially Directors of Teaching and Learning (Postgraduate) on their nomination and invited each member to introduce themselves to the Committee. In particular, he welcomed Professor John Saeed, Dean of Graduate Studies (2001-2004).

The Dean noted that the Directors of Teaching and Learning (Postgraduate) in the Vice Deanery, Faculty of Arts and Humanities and Vice Deanery of Genetics and Microbiology; School of Medicine; School of Nursing and Midwifery; School of Pharmacy and Pharmaceutical Sciences, School of Mathematics and School of Social Work and Social Policy await appointment by the University Council:

189.0 Minutes of 16th June 2005

The minutes of the meeting of 16th June 2005 were approved by the Committee as circulated and signed by the Dean of Graduate Studies.

189.1 Matters arising

There were no matters arising.

189.2 Terms of reference for the new Graduate Studies Committee

The Dean spoke to the circulated document. Regarding membership, the President of the Graduate Students Union noted that the membership of graduate students had been reduced from three to two (i.e. the President and Vice-President of the GSU). The Dean confirmed that he would like to make this change given the increased size of the committee and this was agreed. It was noted that the Dean reports directly to the University Council but the Graduate Studies Committee is a sub-committee of the Heads' of School Committee. It is delegated to report directly to the University Council for approval of new courses of study at postgraduate level, though the Heads' Committee is kept informed of all proposals under discussion at the Graduate Studies Committee. The issue of ensuring the quality of postgraduate programmes both research and taught was discussed in the context of the review mechanisms currently in place. The Dean's recommendation that external examiners' annual and final reports submitted to him should now be

copied to the Directors to be brought in the first instance for consideration by the School Graduate Committee was approved; once the School committee had considered such reports it would fall on the relevant Director of Teaching and Learning (Postgraduate) to bring any recommendations for changes to courses before the Graduate Studies Committee. The Dean also briefed the committee on what he knew of the National Research Plan, which will lead to very much increased funding at 3rd and 4th level.. He commented that by approving the founding document for Graduate Schools last June College had laid down the foundations to use graduate schools as effective administrative and academic units for various forms of research collaboration both internally and externally. The Committee approved the proposed terms of reference as circulated.

189.3 Functions of the Directors of Teaching and Learning (Postgraduate)

The Dean spoke to the circulated document and noted that substitution of *ex officio* members on an *ad hoc* basis would not be possible. In the discussion which followed, it was confirmed that, in due course, signing off on nominations for admission of applicants to the research register and on nominations for supervisors and external examiners would be borne solely by the Directors. The Dean explained that outsourcing supervision to research fellows, technical staff and staff from outside of College would not be permitted, and that only certain categories of academic staff were eligible to supervise as per paragraph 2.9 in College Calendar part 2 for 2005/06. There is, however, a proposal to go to the Heads' of School Committee that would allow senior staff in Institutes/Centres to be affiliated with a School/Vice-Deanery for supervision purposes. The Dean also confirmed that a pool of College research awards would be distributed in 05/06 by the Faculty Deans in proportion to the number of research students registered in the previous year.

189.4 A proposal for a work programme for the Committee 05/06

The Committee members were happy to accept Dean's proposal that they would work on a number of substantive issues this academic year such as advising University Council on new courses, discussing Graduate Schools and joint degrees, modularization of postgraduate courses, on-line admissions and its implications for a process of devolution of certain administrative functions down to schools with its resource implications, and reviewing a transfer process to the PhD register with a view to setting up a comprehensive and transparent transfer procedure College-wide. The Dean invited further suggestions by email. With regard to reviewing new course proposals, the Committee was asked to consider a tabled template for a new postgraduate course proposal. The Dean invited further comments *re* the template by email.

189.5 Coimbra group of Universities Doctoral Task Force

The Dean explained that the Coimbra group consists of 36 ancient European Universities (see www.coimbra-group.be). The Coimbra group has set up a doctoral task force with the aim of developing courses for doctorate students on an exchange basis without fee payable to the host institution. Normally, modules on the masters programme are made available to visiting students and are listed on the Coimbra website. The Dean invited the Directors to investigate if any such modules could be identified in their School/Vice-Deanery for sharing with Coimbra universities on a reciprocal basis.

189.6 Formation of Higher Doctorates Sub-committee for 05/06 applicants

The Dean's nominations of Prof. Henry Rice and Prof. John Kelly were approved by the Committee for the Higher Doctorates Sub-committee to review applications for 05/06.

189.7 AOB

1) The Committee approved a proposal submitted by Prof. Vincent Cahill, the Course Director, to change the current name of the M.Sc. course from "M.Sc. in Ubiquitous Computing" to "M.Sc. in Mobile and Ubiquitous Computing" as of entry for the academic year 2006/07.

2) With regard to query from Prof. K. Benoit whether the current electronic records system could be made to generate student transcripts, the Dean explained that it was most likely that the new Student Administration System would have such a function but that the current admin5 one does not have it. It was agreed that such an automated facility should be a feature of the proposed on-line application system which is provisionally scheduled for implementation for admissions to the academic year 0708.

There being no other business, the meeting ended at 10.15 am. The next meeting is scheduled for 17 November 2005.



Prof. Patrick J. Prendergast.

Date: 17 November 2005