

**UNIVERSITY OF DUBLIN
TRINITY COLLEGE**

GRADUATE STUDIES COMMITTEE

Minutes of the meeting held at 9.00 a.m. on Thursday 18th March 2010
Boardroom, Provost's House

Present: Professor Carol O'Sullivan, Dean of Graduate Studies (*Chair*),
Directors of Teaching and Learning (Postgraduate) as follows:
Dr Martin Fellenz, School of Business
Dr Siobhan Clarke, School of Computer Science and Statistics
Dr Claire Healy, School of Dental Science
Dr Carmel O'Sullivan, School of Education
Professor Brian Broderick, School of Engineering
Dr Sam Slote, School of English
Professor Moray McGowan, School of Languages, Literatures and Cultural Studies
Dr Jeffrey Kallen, School of Linguistic, Speech and Communication Sciences
Dr Stefan Sint, School of Mathematics
Dr Paula Murphy, School of Natural Sciences
Dr Fintan Sheerin, School of Nursing and Midwifery
Dr Andrew Harkin, School of Pharmacy & Pharmaceutical Sciences
Dr Gillian Wylie, Aspirant School of Religions, Theology and Ecumenics
Dr Jim Levine, School of Social Sciences and Philosophy
Mr Ronan Hodson, Graduate Students' Union President (*Ex officio*)
Ms Alexandra Murphy, Graduate Students' Union Vice-President (*Ex officio*)
Mr Trevor Peare, Keeper of Readers' Services (in attendance *Ex officio*)
Dr Patrick Geoghegan, Associate Dean of Research (in attendance *Ex officio*)

Apologies: Directors of Teaching and Learning (Postgraduate) as follows:
Dr Ruth Barton, School of Drama, Film & Music
Dr Hazel Dodge, School of Histories & Humanities
Dr Thomas Connor, School of Medicine

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

GS/09-10/028 Minutes of 18th February 2010

The minutes of the meeting of 18th February 2010 were approved by the Committee as circulated.

GS/09-10/029 Matters Arising

It was noted that Dr Jeffrey Kallen from the School of Linguistic, Speech and Communication Sciences has liaised with Dr Pdraig Carmody, Director of the M.Sc. in Development Practice regarding the teaching of Swahili.

GS/09-10/030 Student Evaluation Report

The Dean welcomed Ms. Patricia Callaghan and invited her to speak to the circulated document. Ms. Callaghan provided an overview of the document and further details on the suggested recommendations of the working group.

The Quality Committee and its Working Group suggested three main recommendations: that the student evaluation of modules should now be mandatory; the student evaluation should be online and core questions should be developed (a template of suggested questions was later provided to the Committee).

It was confirmed that this is to be an evaluation of modules, not lectures.

Survey Monkey and Moodle were considered as online survey options. These are intuitive, easy to use and quick.

In order to centralize the surveys and minimize the issue of confidentiality CAPSL will manage the undergraduate surveys. Postgraduate Surveys will be managed by the Faculty Offices but the administration of these surveys should not be too different to now. For one year courses, the review should take place each year and a number of core questions will be developed for comparability purposes.

A discussion took place regarding access to the surveys and the issue of confidentiality. The understanding is that, as in the current model, only the Director of Teaching and Learning (Postgraduate) and the Course Lecturer would have access. It was queried whether access should be provided to the Course Director as well as, or instead of, the Director of Teaching and Learning (Postgraduate) and a suggestion made that this could be decided locally within the School. However, the Director of Teaching and Learning is the most appropriate person to deal with certain issues and to ensure this happens they will need to have access.

To ensure the evaluations are used constructively and appropriate action is taken, it is necessary that feedback is provided to students by the lecturer, Course Director or Director of Teaching and Learning (Postgraduate) in person, by email or via a secure site on the course/school webpage.

A composite report of all modules surveyed will be provided to the Heads of School and Directors of Teaching and Learning each year and a College annual report will be compiled for the Quality Committee who will be concerned with what action is being taken to remedy any shortcomings and address issues that have arisen.

GS/09-10/031 M.Sc. in Dementia

The Dean welcomed Ms. Elizabeth Fahey McCarthy and invited her to speak to the circulated document. Ms Fahey McCarthy explained that the M.Sc. in Dementia has been developed to educationally prepare students to deliver high quality support and care to persons living with dementia and their significant others. Significant research into dementia has been undertaken and the School of Nursing and Midwifery were approached by the Alzheimer Society of Ireland to develop this much-needed course.

This interdisciplinary course will complement the existing structure for postgraduate programmes in the School and will share modules with existing M.Sc. / Postgraduate Diploma programmes, including the interdisciplinary M.Sc. in Palliative Care.

A query was raised regarding the need for each of these individually titled courses and it was clarified that there is a professional need to maintain some specialism.

The committee approved the course for submission to the University Council.

GS/09-10/032 AOB

The Dean asked the Committee for their approval in making a further amendment (for 1011) to a change that had been made to the Calendar Part 2 for 0910 regarding streamlining the issue of oral examinations for taught courses. Where this currently states: "Where a course requires graduate students to undertake an oral examination of the dissertation, this will take place before the examination board meeting takes place" this will change to "Where a course requires graduate students to undertake an oral examination of the dissertation work, this will take place before the examination board meeting takes place" to allow for Schools where dissertation work is examined prior to the write up of the thesis. There were no objections to making this change.

Dr O'Sullivan confirmed that approval had been granted for modularization of the M.Ed. However, there is still an issue as the current fee system will not allow for students to be billed per module. It was confirmed that the Graduate Studies Office will liaise with the Fees Office to see what can be facilitated. The Dean also confirmed that a paper will be brought to the next Council meeting regarding modularization.

Section B for noting and approval

- a) The Committee also noted and approved the proposed *Calendar Part 2* changes for 2010 as listed in Section B on the agenda
- b) The Committee noted and approved the M.Sc. in Economics Scholarship *Calendar Part 2* entry.
- c) The Committee noted and approved the M.Phil. in Popular Literature *Calendar Part 2* change.

There being no other business, the meeting ended at 10.12am.