

**UNIVERSITY OF DUBLIN  
TRINITY COLLEGE**

**GRADUATE STUDIES COMMITTEE**

**DRAFT** Minutes of the meeting held at 8.30 a.m. on Thursday 17<sup>th</sup> June 2010  
Boardroom, Provost's House

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**Present:** Professor Carol O'Sullivan, Dean of Graduate Studies (*Chair*),  
Directors of Teaching and Learning (Postgraduate) as follows:  
Dr Siobhan Clarke, School of Computer Science and Statistics  
Dr Claire Healy, School of Dental Science  
Dr Ruth Barton, School of Drama, Film & Music  
Professor Nicholas Grene, School of English  
Professor Tim Foster, School of Genetics and Microbiology  
Professor Moray McGowan, School of Languages, Literatures and Cultural Studies  
Dr Jeffrey Kallen, School of Linguistic, Speech and Communication Sciences  
Dr John Gormley, School of Medicine  
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 Derek Nolan, School of Biochemistry and Immunology  
Dr Martin Fellenz, School of Business  
Dr Carmel O'Sullivan, School of Education  
Dr Hazel Dodge, School of Histories & Humanities  
Dr Stefan Sint, School of Mathematics  
Dr Paula Murphy, School of Natural Sciences  
Dr Eoin O'Sullivan, School of Social Work and Social Policy

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

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**GS/09-10/044 Minutes of 20<sup>th</sup> May 2010**

The minutes of the meeting of 20<sup>th</sup> May 2010 were approved by the Committee as circulated. The Dean confirmed that as the last Council meeting took place on 16<sup>th</sup> June, these draft minutes had already been submitted to Council to ensure the approval of the Innovation Academy modules and new strand of the M.Ed.

**GS/09-10/045 Matters Arising**

There were no matters arising.

**GS/09-10/046 USC/GSC Taskforce on International Student Recruitment**

The Dean introduced the Vice-Provost / Chief Academic Officer, Professor Patrick Prendergast, and Dr Helen Kelly and invited them to speak to the item. Professor Prendergast explained that a task-force has met to consider ways of removing "road-blocks" to the recruitment of non-EU students in order to (i) increase cultural diversity in College and (ii) increase non-exchequer income stream.

Several recommendations have been suggested by the Task Force, including:

- An integrated recruitment strategy between the International Office and academic staff
- Implementation of non-EU student quotas across all postgraduate taught courses

- A streamlined decision-making process whereby course coordinators decide on suitability of applicants on a rolling basis to ensure that admission is provided relatively quickly to non-EU applicants who may need a decision before the deadline.
- Streamlined internal functions of the International Office. The Admissions Office has also been moved to make it more easily accessible for enquiries.
- Language provision to be continued by CLCS.

The Committee raised concerns over the use of the word “quota” and asked for further clarification on this. It was explained that this recommendation will be revised for the final version of the proposal and it may be more appropriate to refer to this as a “target”. The idea behind this recommendation is that qualified non-EU applicants who meet the application requirements can be offered a place in advance of the deadline and does not mean that a non-EU applicant should be offered a place instead of a better qualified EU applicant. However, having a quota or target ensures that a specific number of places are allocated for non-EU students. This could also be seen as having different deadlines for different types of students.

This rolling admission for non-EU applicants should be advertised on the website and in the prospectus and should be used as a marketing tool.

It was queried whether the proposal should distinguish this group as “international” applicants rather than non-EU as there is concern that international EU students may be disadvantaged.

It was noted that the International Office has identified and compiled a list of third-level institutions within Asia and resources will be focused on creating closer links with these institutions to facilitate undergraduate student progression into Trinity postgraduate courses. However, it was noted that this list was currently quite long and that efforts should be made to ensure that a subset of the best universities from this list be targeted for closer collaboration. Therefore, the International Office should assist Schools in fostering relationships with those institutions in other countries that are most appropriate for recruiting students for their postgraduate courses.

The Committee confirmed they were broadly supportive of this proposal and endorsed it, subject to the considerations above.

#### **GS/09-10/047 Master in Fine Art**

The Dean introduced Professor Brian Singleton and asked him to speak to the item. Professor Singleton explained that the Master in Fine Art would be a constituent course of the Academy for the Dramatic Arts (ADA) at Trinity, which is independent of but linked to the University (similar to RADA in the UK). The Master in Fine Art will be one of three courses offered by the ADA and the course will have four strands: Playwriting; Theatre Directing; Stage Design and Lighting Design. Intake will be staggered over three years and approval is being sought in the first instance for the Playwriting strand to commence in September 2011 and which will be taught in conjunction with the existing M.Phil. in Theatre and Performance. The course will be targeted at practitioners and will be the first of its kind in Ireland; however the title of MFA is well known in the US and UK.

A clarification was made regarding point 4(i) and it was agreed that the first sentence would be removed, as the Calendar Part 2 regulations will apply as they do for all courses.

Dr Ruth Barton confirmed that the School of Drama, Film and Music are supportive of this proposal.

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

#### **GS/09-10/048 Graduate Studies Office – Proposed Calendar Part 2 Amendments**

The Dean explained that, following discussion at the Graduate Studies Committee of Dec'09 (**GS/09-10/016**), she was proposing several changes to Sections 1 and 2 of the Calendar Part 2. These changes were as follows:

- including taught course dissertations in the regulations of Section 1.23 – Regulations for re-checking/re-marking and retention of examination scripts
- clarifying the eligibility criteria (Section 2.9) for a Principal Supervisor; Co-Supervisor and Assistant Supervisor and introducing the role of an Adjunct Supervisor. Changes include precluding appointment of a supervisor if they will be absent during the first year of the student's registration.
- introducing a temporary principal supervisor (Section 2.8) for when the Principal Supervisor takes a temporary leave of absence or sabbatical of longer than 3 months' duration.
- expanding text of Appeal against the decision of examiners (Section 2.17) to provide regulations regarding re-examination of a thesis
- amending text of Appeals process for Graduate students (Section 1.24) to remove specific examples of the remedy being sought by the student making the appeal
- amending text of Examination of Dissertation (Section 3.7) to specify that the oral examination is for the dissertation “work”

- clarifying the eligibility criteria of the internal and external examiners for Section 2.15 – Procedure for examination of a candidate

These changes were approved following several clarifications and confirmation that a number of amendments would be made as follows:

- in Section 2.8 a “temporary principal supervisor” will be changed to “temporary acting supervisor”. Appointing this acting supervisor is necessary when the Principal Supervisor takes a temporary leave of absence or sabbatical of longer than 3 months’ duration to ensure that there is a supervisor on site for the student. This change was particularly welcomed by the student representatives on the committee.
- the Acting Supervisor must meet the criteria given for 2.9(i) and 2.9(ii) but can be on contract as long as the contract covers the time they are expected to act as supervisor.
- in Section 2.15 although it states that “the internal and external examiners should not be a collaborator in the student’s research, it does not specify that the student’s supervisor should not have collaborated with the examiner. It was confirmed that this was a complex issue and should be handled on a case by case basis, with the Dean as final arbiter.
- in Section 2.15 it was agreed to remove the sentence: “It is the responsibility of the Director of Teaching and Learning (Postgraduate) to process the external examiner’s reimbursements”.

#### **GS/09-10/049 Library – Proposed Calendar Part 2 Amendments**

The Dean introduced Mr Trevor Peare and asked him to speak to the item. Mr Peare explained that these Calendar Part 2 changes and the change of wording of the declaration are necessary due to the digitisation project which involves theses being provided for the Institutional Repository.

The Committee approved these changes subject to the wording: “One copy of every thesis” being changed to: “One hardbound copy of every thesis”.

#### **GS/09-10/050 AOB**

There was no other business.

#### **Section B for noting and approval**

- a) The Committee noted and approved the Calendar Part 2 Changes for 2010
- b) The Committee noted and approved the revised course structure and Calendar Part 2 Changes for 2010 for the M.Sc. Environment and Development.

There being no other business, the meeting ended at 10.05am.

Prof. Carol O’Sullivan

Date: 18<sup>th</sup> June 2010