

**UNIVERSITY OF DUBLIN
TRINITY COLLEGE**

GRADUATE STUDIES COMMITTEE

Minutes of the meeting held at 9a.m. on Thursday 23rd May 2013
Boardroom, Provost's House

Present: Professor Veronica Campbell, Dean of Graduate Studies (*Chair*),

Directors of Teaching and Learning (Postgraduate) as follows:

Professor Derek Nolan, School of Biochemistry and Immunology

Professor Martin Fellenz, School of Business

Professor Isabel Rozas, School of Chemistry

Professor Simon Wilson, School of Computer Science and Statistics

Professor Ebrahim Al Awadi, School of Dental Science

Professor Sam Slote, School of English

Professor Martine Cuypers, School of Histories & Humanities

Professor Christer Gobl, School of Linguistic, Speech and Communication
Sciences

Professor John Stalker, School of Mathematics

Professor John Gormley, School of Medicine

Professor Anna Davies, School of Natural Sciences

Professor Anne-Marie Brady, School of Nursing and Midwifery

Professor Lidia Tajber, School of Pharmacy and Pharmaceutical Sciences

Professor Andrew Pierce, Aspirant School of Religions, Theology and

Ecumenics

Professor Tim Hicks, School of Social Sciences and Philosophy

Professor Vinny Cahill, Dean of Research (*Ex officio*)

Ms Alex Anderson, CAPSL Representative (*Ex officio*)

Ms Lee Mills, Information System Services Representative (*Ex officio*)

Mr Martin McAndrew, Graduate Students' Union President (*Ex officio*)

Mr Andrew McEwan, 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:

Professor Melissa Sihra, School of Drama, Film & Music

Professor Conor McGuckin, School of Education

Professor Mauro Ferreira, School of Physics

Professor Stephanie Holt, School of Social Work and Social Policy

Mr Trevor Peare, Keeper of Readers' Services (in attendance *Ex officio*)

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

The Dean introduced Professor Aideen Long, the incoming Dean of Graduate Studies, and welcomed her to the meeting.

GS/12-13/43 Minutes of 25th April 2013

The Dean notified the Committee of two amendments to the minutes of the meeting of 25th April 2013:

Item **GS/12-13/37**: It was confirmed that the Dental School are in negotiation with College for funding for the additional posts (not the Department of Health).

Item **GS/12-13/39**: Wording to be changed to "The next step is to develop an implementation plan to consider the resource issues..."

Subject to these amendments the minutes were approved by the Committee as circulated.

GS/12-13/44 Matters Arising

The Dean informed the Committee that the Doctorate in Music in Performance (**GS/12-13/31**) received a positive external review and has now been approved by the University Council.

The Dental School are in the process of recruiting a Course Director for the Postgraduate Diploma in Orthodontic Therapy (**GS/12-13/37**). Discussions are ongoing for this proposed course and the final proposal will be returned for review by a GSC sub-committee.

The Dean is seeking clarification on the query regarding the changing of marks on SITS audit trail (**GS/12-13/38**) and will relay the update to the Committee electronically.

The presentation of the Trinity Teaching Awards for Postgraduate Students (**GS/12-13/41**) will take place in conjunction with the Trinity College Postgraduate 3 Minute Article Competition on Monday 10th June at 5pm in the Long Room Hub. An invitation from the Dean of Graduate Studies and President of Graduate Students' Union is to be circulated.

GS/12-13/45 Fitness to Practice Implementation Guidelines

The Dean introduced Professor Amanda Piesse, Dean of Students, and invited her to speak to the circulated document.

The Dean of Students informed the Committee that the current Fitness to Practice Policy was approved by University Council on 18 May 2011 and an implementation document has now been developed.

The Dean of Students explained to the Committee that the difficulty around implementation of the policy is determining what fitness to practice is and the guidelines provided should assist colleagues with this. She talked the Committee through Appendix 2 "Integration of College Fitness to Practice Policy with other College Procedures" and asked them to consider whether this was clear and workable.

It was suggested that there should be training or a workshop provided on this for Heads of Schools / Disciplines.

A number of queries were raised in relation to the guidelines and the following confirmation was provided:

- Advice should be sought from the College Secretary in relation to soft information that arises from Garda Vetting for students dealing with the general public. More stringent regulations are already in place by health service providers for students on placements.
- The Fitness to Practice policy only needs to be used if the student will not acknowledge the issue or if they insist on continuing with the course when they are not fit to do so.
- If the Head of School / Discipline determines that the situation is a disciplinary case it is passed to the Junior Dean who consults with the Dean of Students.

- The document will be amended to refer to “School or Schools” to cover instances where a student may be registered on a degree programme with two Schools.
- Matters of student mental ill health and Garda vetting cases should be dealt with as non-disciplinary fitness to practice.
- The understanding is that if a student chooses to bring legal representation to a hearing, College cannot prevent this but this will be confirmed with Sinead McBride.

It was agreed that experience regarding students carrying infectious diseases should be shared between Schools in the Faculty of Health Sciences.

This document is now to be circulated to Council for noting.

GS/12-13/46 Student Charter

The Dean invited Andrew McEwan, Graduate Students’ Union Vice-President, to speak to the circulated document.

Mr McAndrew explained that this is an aspirational document. The Charter outlines what students can expect from College, and what College can expect from students. It emphasises cooperation between staff and students in the pursuit of excellence in teaching and learning and in creating a comprehensive student experience as part of lifelong learning.

Both the Students’ Union and Graduate Students’ Union have been involved in the development of the document which has been endorsed by Board.

In answer to a query regarding the publicising of the Charter it was confirmed that printed copies of the document would be available to students at orientation and it would also be made available online. In addition, all Heads of Schools and Directors of Teaching and Learning (Undergraduate and Postgraduate) would receive a copy.

In answer to a query it was clarified that postgraduate students do not get assigned a specific tutor (in the same manner as undergraduate students are) but the Postgraduate Advisory Service and Graduate Students’ Union are both available to support postgraduate students.

GS/12-13/47 M.Phil. in Creative and Cultural Entrepreneurship

The Dean explained that this is an exciting yet complex course proposal. As the course includes modules from a number of Schools there is, as yet, no home school. This is a priority matter for resolution and discussion is ongoing with the Faculty Deans. The Graduate Studies Committee was asked to consider the academic merits of the course.

The Dean introduced Professor Marie Redmond and invited her to speak to the circulated course proposal.

Professor Redmond explained that she was approached last year to develop this course. In doing so she looked at centres of excellence around the world. There is a similar course offered at Goldsmiths College in London and it was agreed that College would benefit from a partnership with Goldsmiths. The Provost recently visited Goldsmiths and the two heads of the Colleges agreed to develop a new Masters, sharing teaching resources in partnership from September 2013 and with a view to offering a joint award starting in the academic year 2014/15. An MOU will be signed in June 2013 to avail of teaching resources from Goldsmiths and in the first year of the course Goldsmiths will deliver two modules: *Entrepreneurial Modelling* and *Design Thinking*.

The current proposal is for the course to include modules from four Schools: Computer Science and Statistics, Drama, Film and Music, Histories and Humanities and Languages, Literatures and Cultural Studies. Most modules offered exist already;

two new modules have been developed specifically for this course.

In answer to a query regarding the involvement of the School of Business it was confirmed that the Head of School is supportive of the proposed course but no specific modules would be provided by the School of Business at this stage.

In answer to a query regarding assessment and progression it was clarified that compensation will only happen where the mark awarded is between 45 and 50%.

Concern was raised regarding the November date for the Court of Examiners which is too late to assess the 1st year taught components. It was explained that Goldsmiths had requested November but Professor Redmond agreed that it would be useful to consider holding the Court of Examiners in June.

There was also concern that the weight of assessment varies between modules and it was explained that where modules already exist the existing assessment structure would be used. It was agreed that the Learning Outcomes would be adjusted to justify the ECTS and these will continue to be modified as the course progresses. More clarity will also be provided on the student input hours.

The Dean of Research informed the committee that this new course aligned with College's new Innovation & Entrepreneurship Strategy which is due to be presented to Council in June, The Strategy outlines a number of initiatives - spanning academic offerings, space, student incubator facilities and training - which will support all areas of the College in their innovative and entrepreneurial endeavours.

The Dean of Graduate Studies confirmed that the relationship with Goldsmiths is very exciting for College. Although there will be a partnership arrangement in the first year the long term plan is to develop a joint programme and this will be brought back for consideration by the Graduate Studies Committee next year.

The Committee approved the course for submission to the University Council, subject to the above amendments to the proposal and any additional amendments that may be required following the external assessor's report.

GS/12-13/48 Professional Masters in Education

The Dean explained that this course proposal is being brought for consideration as a result of requirements by the Teaching Council. The Dean introduced Professor Carmel O'Sullivan and invited her to speak to the circulated course proposal.

Professor O'Sullivan explained that the existing Professional Diploma in Education (previously the Postgraduate Diploma in Education) has been running very successfully for many years with the aim of training teachers for secondary schools. The proposed Professional Masters in Education (PME) is a redevelopment of the current course which will discontinue for new entrants from September 2014. This is in compliance with new regulations for the education of secondary school teachers issued by the Department of Education and Skills (DES) and the Teaching Council of Ireland, the regulatory body of the teaching profession in the Republic of Ireland.

The Teaching Council regulations now specify that all programmes should be consistent throughout the sector. They are required to be two years full-time and a Level 9 qualification. The Professional Masters in Education will be a required qualification for anyone wishing to work as post-primary school teachers in Ireland. The course is primarily professional and over half of the course is spent on placements in schools. It was explained that as this is a professional programme, 40% of the learning outcomes at module level are oriented towards required levels of professional practice and competence and 60% towards academic research and student development at masters level.

In response to a query it was agreed that details in the proposal regarding compensation would be made more explicit.

The proposal states that students who exit with a postgraduate diploma may not

subsequently register for the course to attempt to complete it for an award of a Professional Masters in Education. Although the rationale behind this was explained it was agreed that this differs from college regulations and should be amended to include provision for students to rescind their postgraduate diploma and return to complete the masters at a later date.

Professor O'Sullivan explained that the School of Education are aware that the time pressure is significant but due to the Teaching council deadline of 15th July the course would need to receive external review and approval by Council before then.

The Dean explained to the Committee that module descriptors are being modified and will need to be fully completed before the proposal can be sent out for external review.

The Committee approved the course for submission to the University Council subject to the above amendments to the proposal and any additional amendments that may be required following the external assessor's report. The Committee noted that the absence of full module descriptors is not in accordance with the usual detail that the committee is invited to consider in a new course proposal.

GS/12-13/49 AOB

The Dean notified the Committee that due to a number of Calendar Part 2 amendments still requiring review there will need to be an additional Graduate Studies Committee meeting in June to review and approve these Calendar changes. This meeting will be held to consider Section B items only and further details regarding date and time of the meeting will be sent out shortly.

In answer to a query regarding a Calendar Part 2 change in Section 1.25 "Plagiarism" to include details of self-plagiarism the Dean agreed to consider this but noted that this may need further discussion and approval by other committees.

The Dean notified the Committee of the forthcoming UCC workshop on the structured Ph.D. and advised anyone wishing to attend to contact her for the link for registration.

The Dean thanked the Committee for their work as part of the Graduate Studies Committee, their contribution to working groups and their involvement with student issues during her time as Dean of Graduate Studies. The Committee offered their thanks also to the Dean.

Section B for noting and approval

1. The Committee noted and approved the proposal from the School of Pharmacy and Pharmaceutical Sciences to introduce a standalone module in Cardiology in Clinical Pharmacy Practice.
2. The Committee noted and approved the introduction of two new tracks (M.Sc. in Translational Oncology and M.Sc. in Healthcare Infection Management) to the M.Sc. in Biomedical Sciences (Intercalated), School of Medicine.
3. The Committee noted and approved a Research Methods for Healthcare module for Ph.D. students in the School of Nursing and Midwifery.
4. The Committee noted and approved the Core Research Skills module for Ph.D. students in the School of Natural Sciences.
5. The Committee noted and approved the amendments to the Doctorate in Education programme, School of Education.
6. The Committee noted that the amendments to the Master in Education were being revised and this would be brought back for noting and approval at the

next meeting.

7. The Committee noted and approved Calendar Part 2 changes for 2013/14 for the following Schools:
 - i. School of Business
 - ii. School of Computer Science and Statistics
 - iii. School of Education (D.Ed. approved; M.Ed. to be revised and brought back for noting and approval at next meeting)
 - iv. School of Engineering (clarification to be sought on M.Sc. Bioengineering)
 - v. School of English
 - vi. School of Languages, Literatures and Cultural Studies
 - vii. School of Natural Sciences
 - viii. School of Pharmacy and Pharmaceutical Sciences
 - ix. School of Social Sciences and Philosophy
8. The Committee noted and approved the Calendar Part 2 change for 2013/14 in relation to Assessment and Progression Regulations

Section C for noting

1. The Committee noted the final version of the Policy on Supports for Student Parents, Student Carers and Students who Experience Pregnancy.

There being no other business, the meeting ended at 10.55am.

Prof. Veronica Campbell

Date: 29th May 2013