

**DUNDALK INSTITUTE OF TECHNOLOGY
ACADEMIC COUNCIL SUB-COMMITTEE**

GRADUATE RESEARCH STUDIES BOARD (GRSB)

1. Context

The Graduate Research Studies Board (GRSB) will have Institutional oversight of postgraduate research degree studies in the Institute with its primary remit being to develop guidelines and good practice in the structure and delivery of postgraduate research degrees at Master's and Doctoral level.

2. Terms of Reference

The GRSB is responsible to Academic Council for the development, maintenance and review of postgraduate research regulations, guidelines and good practice. The remit of the GRSB includes:

- (i) Formulation of institutional policy in relation to postgraduate research degrees;
- (ii) Oversight of the development and operation of Institute regulations and guidelines in relation to postgraduate research degrees;
- (iii) Consideration of matters arising from School Graduate Research Programme Boards and the Research Sub-Committee in relation to postgraduate research degrees;
- (iv) Consideration of graduate training elements for structured PhD provision submitted by Academic Schools;
- (v) Research students' applications for admission to the postgraduate research register;
- (vi) Research students' applications to Transfer to the Ph.D. Register;
- (vii) Nominations for the appointment of External Examiners for research degrees and the PhD transfer process;
- (viii) Research students' requests for extension of registration and early submission of thesis.

3. Membership

3.1 The membership is as follows:

- Head of Research and Graduate Studies;
- President;
- Registrar;
- Assistant Registrar;
- Chairs of School Graduate Research Programme Boards (x4);
- Representative from the Teaching and Learning Unit (1);
- Representative of the Postgraduate research student body (1);
- Representative from Dublin City University (1);
- Elected members of Academic Council (2);

3.2 The quorum shall be eight.

3.3 Frequency of meetings as per schedule.