

ACADEMIC BOARD HIGHER DEGREE RESEARCH COMMITTEE

TERMS OF REFERENCE

Decision Making

1. To develop, monitor, review and implement procedures and guidelines with respect to research higher degree programs and scholarships, including their supervision.
2. To oversee research higher degree management and training, including admission, monitoring of candidature, allocation of supervisors and examination.

Advisory

3. To provide advice to the Academic Board on policies, rules and strategic initiatives related to research higher degree programs.
4. To make recommendations to the Academic Board on all matters pertaining to all research higher degree programs.
5. To liaise with the Research Committee on all policy matters that will impact on postgraduate research and research support.
6. To report on any matter referred to the Committee by the Academic Board or the Vice-Chancellor.
7. To ensure that recommendations and/or decisions of the Committee embody appropriate attention to quality assurance and are consistent with the UNE Strategic Plan and other relevant UNE Plans.

Reports to

Academic Board

Chaired by

A Deputy Chair of the Academic Board or senior academic elected from the Academic Board

Membership

Core:

Faculty Research Directors or nominee of the respective PVC Dean

Two members elected by the Academic Board from its elected members

Additional:

Heads of Schools or nominee

Non-voting:

Director, Research Services or nominee

Dean of Graduate Studies or equivalent

Examination Subcommittee

An Examination Subcommittee reporting to the Higher Degree Research Committee will have responsibility for the examination of higher degree research theses (specifically the appointment of examiners, the consideration of examiners' reports and the determination of recommendations regarding the award of higher degrees by research).

Membership of the Examination Subcommittee:

Chair of the Academic Board Higher Degree Research Committee

Four senior academics (two from either Faculty) elected by the Academic Board

Dean of Graduate Studies or equivalent

Co-option

The Committee can co-opt where needed any members required to achieve or maintain gender balance, where the membership does not include at least two women and two men. The Committee can invite individuals to provide additional appropriate expertise as necessary.

Frequency of Meetings

The Committee typically meets ten times per year.

Self-Review

Once in every 12-month period, the Committee shall devote at least part of one meeting to a review of its policies, practices and procedures over the preceding 12 months.

Support

Research Services will provide support.