

Academic Board Higher Degree Research Committee

Terms of Reference

Decision making:

- (i) to develop, monitor, review and implement policies, procedures and guidelines with respect to all aspects of all higher degree programs and scholarships, including professional doctorates and higher doctorates of the University, and their supervision; and
- (ii) to oversee all aspects of the administration of all higher degree programs, including admission, monitoring of candidature, allocation of supervisor/s and examination.

Advisory:

- (iii) to provide advice to the Academic Board on relevant policy issues;
- (iv) to make recommendations to the Academic Board on all matters pertaining to all higher degree programs, including all professional doctorates and higher doctorates of the University;
- (v) to liaise closely with the Research Committee on all policy matters that will have a more general impact on postgraduate research and research support;
- (vi) to consider and report on any matter referred to the Committee by the Academic Board or the Vice-Chancellor; and
- (vii) 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

Membership:

Dean of Graduate Studies (chair)
Chair or Deputy Chair of the Academic Board
Research Director of each Faculty
Director Research Services
Manager Research Services
One elected member of Academic Board

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 twelve-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.