University Higher Degrees by Research Committee

Terms of Reference

The role of the University Higher Degrees by Research Committee is to assist Academic Senate to discharge its responsibility with respect to the accreditation, quality and compliance of higher degree by research education and training.

1. The University Higher Degrees by Research Committee is responsible for:

    - advising the Deputy Vice-Chancellor (Research) on policies and procedures relating to higher degrees by research and the research component of postgraduate coursework awards and to propose any necessary changes to them;
    - advising the Deputy Vice-Chancellor (Research) on candidature management;
    - monitoring the quality of higher degree by research supervision;
    - providing recommendations to the Deputy Vice Chancellor (Students) on the accreditation, evaluation, suspension and withdrawal of higher degree by research awards under delegation;
    - providing recommendations to the Deputy Vice Chancellor (Students) on the approval of changes to higher degree by research awards;
    - overseeing the provision of induction and other programs to enhance the quality of higher degrees by research training;
    - providing advice on grievances raised by higher degree by research students via the Student Appeals Committee or external agencies; and
    - providing advice on divergent higher degree by research examination cases and all other cases where the examiners are not unanimous in making one recommendation.

2. In undertaking its role the University Higher Degrees by Research Committee will:

    - provide strategic advice on the goals of the University in relation to higher degrees by research;
    - have regard to academic and ethical standards, consistent with external requirements such as the Australian Code for the Responsible Conduct of Research, National Statements on Ethical Conduct in Research and standards prescribed by Commonwealth and State Government;
    - provide advice on the provision of resources and other relevant academic management issues that impact on higher degree by research students;
    - monitor the quality of research produced by higher degree by research students.

3. The Committee will provide advice on any other matters relating to higher degree by research activities of the University that may be referred to it from time to time.

4. The Committee will report to the Academic Senate:

    - regularly, on the business dealt with by it in accordance with powers delegated to it by the Academic Senate; and
    - annually, in relation to significant matters within its terms of reference.

University Higher Degrees by Research Committee

Membership Composition

Pro Vice-Chancellor (Research Training and Capabilities) and Dean of Graduate Research *ex officio (Chair)*

Pro Vice-Chancellor (Indigenous) *ex officio*

HDR Coordinators from each of the six colleges, *ex officio*

Two HDR Students*

> *In the event that fewer than three of the members of the Committee are also members of the Academic Senate, the Chair of the Academic Senate will co-opt an additional member of the Academic Senate to the Committee.*

In Attendance

Chair, Academic Senate

Deputy Vice-Chancellor (Research)

Chief Research Development Officer, Research Development and Support

HDR Examinations Co-ordinator, Office of Graduate Research

HDR Strategic Operations and Quality Assurance Partner, Office of Graduate Research

Operations Lead, Scholarship Services, Student Finance Services

Two HDR Student Alternate Members*

> ** The HDR Student Members and HDR Student Alternate Members are appointed by the Committee, following a call for nominations to the entire HDR student body, with due consideration being given to diversity of nominees and the Colleges which host them.*
>
> **An HDR Student Alternate Member may serve in place of an HDR Student Member at the discretion of the Chair and where that Member is an apology.*
>
> **The term of office for the students will be one year.*

Quorum

50% of members (ignoring any fraction resulting from the division) plus 1