BOARD OF GRADUATE RESEARCH CONSTITUTION

SUMMARY DETAILS

1. Established: 18 March 2010
   Reporting to: Academic Committee
   Disestablished Committee: Research Education Committee, sub-committee of Research and Postgraduate Studies Committee,

ESTABLISHMENT

2. At the 1/2010 meeting held on 18/03/2010, the Academic Committee resolved to disestablish the Research and Postgraduate Studies Committee with effect from 18 March 2010, and to establish in its place the Research Committee and the Board of Graduate Research, both to operate from 18 March 2010.
3. The constitution of the Board of Graduate Research was approved at the 1/2010 meeting of Academic Committee held on 18 March 2010.
4. The Board of Graduate Research is a sub-committee of the Academic Committee.

INTERPRETATION

5. In this constitution, the term “higher degree research” includes Masters (AQF 9) or Doctoral Level (AQF 10) programs for which at least two-thirds or 66% of the program is research work and not more than one-third or 33% is coursework. It also includes Higher Doctorates and the Doctor of Philosophy by Prior Publication program.

INTRODUCTION

6. The Board of Graduate Research is the senior body within the University which debates and makes recommendations through the Dean, Griffith Graduate Research School to the Senior Deputy Vice Chancellor, and to Academic Committee on matters concerning the University’s higher degree research programs, including matters relating to quality of supervision, admissions, credit, candidature, examinations, scholarships, and communications procedures and policies and the role of monitoring and review of HDR programs.

FUNCTIONS

7. The Board of Graduate Research will:

   (a) provide advice to the University, Executive Group and Academic Committee on the University's higher degree research programs, policies and strategies, including:

      i. the University’s strategic graduate research and scholarship plans;
      ii. the development of higher degree research policies and procedures relating to: pathways and entry requirements, candidature progress, examination processes, and graduate attributes;
      iii. the development and coordination of programs relating to research education, training, and support activities provided throughout the university;
      iv. the oversight of the provision of a minimum standard of resources to higher degree research candidates;
      v. the consideration of complex candidate matters relating to progress, including extension to candidature, termination of candidature, as recommended by relevant Dean (Research);
      vi. the development and coordination of programs relating to professional development of Deans (Research), HDR convenors, supervisors;
      vii. the consideration of the title, content and structure for new award programs seeking recognition as a higher degree research program.
viii. the systematic monitoring and review of established higher degree research programs to assess performance and make improvements.

ix. the recommendation to establish, retain or disestablish a higher degree research program and award.

MEMBERSHIP

8. The members of the Committee shall be:

(a) Dean, Griffith Graduate Research School as Chair
(b) Deputy Chair of Academic Committee
(c) four Deans (Research) or PVC nominee, one from each academic group
(d) two Research Centre Directors jointly nominated by the four Group PVCs.
(e) four HDR convenors or nominee as nominated by PVC, one from each academic group
(f) one Early Career Researcher nominated by the Chair in consultation with the Deans Research (or equivalent)
(g) one representative of the higher degree research candidates of the University, to be elected by the higher degree research candidates of the University.

RIGHTS OF AUDIENCE AND DEBATE

9. The following persons shall have rights of audience and debate:

(a) Director, Office for Research or nominee
(b) Graduate Education Manager, Griffith Graduate Research School
(c) Pro Vice Chancellor (Information Services) or nominee
(d) Vice President (Global) or nominee
(e) Resource Manager, Corporate Resource Management PFS or nominee
(f) Director, Griffith Graduate Research School or nominee

TERMS OF OFFICE

10. HDR Convenors, Research Centre Directors, Early Career Researcher and HDR candidate members shall normally serve for a period of two years up to 31 December of the relevant anniversary year, and shall be eligible for re-appointment.

INVITATION TO ATTEND

11. The Board of Graduate Research shall have the authority to invite, from time to time, other persons to attend particular meetings, to advise the Committee, or to participate in debate on particular matters.

SECRETARY

12. The Dean, Griffith Graduate Research School shall appoint a Secretary to the Committee who shall have rights of audience and debate.

SUBCOMMITTEES

13. The Scholarship Ranking Committee is a standing sub-committee of the Board of Graduate Research.

14. The Scholarship Ranking Committee considers the recommendations of Group- and element-level scholarship ranking committees.

15. The members of the Scholarship Ranking Committee shall be:

(a) Dean, Griffith Graduate Research School as Chair
(b) Standing Dean, Griffith Graduate Research School
(c) four Deans (Research) or PVC nominee, one from each academic group
16. The Scholarship Ranking Committee may establish working parties for the purpose of ranking and selecting Completion Assistance Postgraduate Research Scholarship, Publication Assistance Scholarship and Conference Travel Grant applicants. Members of the Scholarship Ranking Committee may be co-opted onto these working parties.

17. The Committee may establish additional standing sub-committees or working parties of an ad hoc nature from time to time.

METHOD OF OPERATION

18. The Committee will meet as required and normally monthly from February to December. The Committee may seek advice from any member of the University community or external expert where particular expertise or insights are required and to direct enquiries to any element of the University.