

Governance

Board of Graduate Research School

The Constitution of the Board of Graduate Research School.

This committee operates in accordance with the [UWA Principles for the Operation of Committees](#) and [UWA Rules for the Operation of Committees](#). Members must act in accordance with the [University Committee Members' Code of Conduct](#).

Constitution

1 Committee of the Academic Board

The Board of Graduate Research School is a standing committee of the Academic Board.

2 Role

- (1) The role of the Committee is to —
 - (a) advise and make recommendations to the Academic Board/Council and/or other University bodies or officers, as appropriate, on matters relating to postgraduate research, research training and supervision and on policy matters related to the establishment and administration of postgraduate research awards within the University;
 - (b) deal exclusively with all matters, including review of complex cases, relating to admission, enrolment, candidature management, supervision and examination of candidates for the degree of Doctor of Philosophy and the degrees of Master by Research by thesis as are approved by the Academic Board;
 - (c) ensure the maintenance of high standards in the University's research degrees by monitoring the completion times, quality of supervision and skills acquisition of candidates enrolled in them;
 - (d) monitor, review, and report to the Academic Board/Council on compliance with, and currency of, the University Policy on: Graduate Research Training;
 - (e) to recommend to the Academic Board/Council policies and procedures governing higher degree by research programs;
 - (f) ensure awareness of examples of local, national and global best practice in all aspects of postgraduate research education are promulgated to schools and, where relevant, adopted as standard practice;
 - (g) provide advice and support to the Dean, Graduate Research School in fostering the welfare of postgraduate research students and enhancing the UWA HDR student experience;
 - (h) receive feedback and suggestions from Schools about HDR and research training activities from the Graduate Research Coordinators;
 - (i) have oversight of cyclical review of all HDR programs offered by GRS and the schools.
 - (j) have oversight of all matters relating to HDR Scholarships and HDR Candidature.

3 Membership

- (1) The Committee comprises:
 - (a) the Dean, Graduate Research School as Chair;
 - (b) the Chair of the Academic Board or nominee;
 - (c) five Graduate Research Coordinators nominated by the Heads of Schools;
 - (d) two academic staff members nominated and elected by the Academic Board;
 - (e) the President of the Postgraduate Students' Association or nominee;
 - (f) a Graduate Education Officer;
 - (g) the Pro-Vice Chancellor (Indigenous Education) or nominee;
 - (h) the University Librarian or nominee; and
 - (i) up to five members co-opted by the chair as required for balance or specific expertise.

4 Terms of office

- (1) Members under 3(1)(c) and 3(1)(d) have a three-year term of office but may be reappointed at the end of that period.
- (2) Co-opted members are appointed for two years.
- (3) At the end of a term of office, members appointed under 3(1)(c), 3(1)(d) or co-opted under 3(1)(i) are eligible to be nominated or co-opted again, but not for more than three consecutive terms.
- (4) The Board elects a deputy chair annually from among its members.
- (5) The President of the Postgraduate Students' Association does not attend that part of meetings in which individual student matters are discussed.

5 Quorum

- (1) The quorum for the Board is half the number of members plus one.

6 Decisions

- (1) All matters are decided by a majority of the members present and voting.
- (2) Each member has a vote.
- (3) The chair of the meeting has an ordinary vote and a casting vote.
- (4) Invitees or standing invitees do not have a vote.

7 Frequency of meetings

- (1) The Board normally meets once every two months.

8 Delegations

- (1) The Chair of the Board of Graduate Research School has delegated authority from the Academic Council to approve cotutelles, joint and double-badged PhD programs.
- (2) Where major changes to the course rules of existing RTP compliant courses (such as master's degree courses by thesis and coursework and school administered doctoral degree courses) comply with approved policy, the Chair of the Board of Graduate Research School has delegated authority to endorse such changes and steer them direct to the Academic Council for consideration.
- (3) The Committee delegates to the Chair, the responsibility to consider and approve minor curriculum changes or administrative changes to the course rules of RTP compliant courses (such as master's degree courses by thesis and coursework and school administered doctoral degree courses) as part of the annual curriculum change process or the fast-track process.
- (4) The Board of Graduate Research School delegates authority to the HDR Scholarships Standing Committee and the HDR Candidature Standing Committee to carry out the function set out in 2.(j), where applicable. The relevant standing committee will provide an annual report to the Board of Graduate Research School as part of their reporting requirements.