Research Degrees Committee

**Terms of Reference**

**Purpose:** To monitor research students’ programmes and academic progression, approve examination arrangements and recommend awards. To monitor and evaluate research degree quality and provision. To ensure appropriate research student and supervisor training is provided.

**Remit**

1. On behalf of Academic Board, as a formal sub-committee of the University R&I Committee, and working with Schools, to monitor research postgraduate degree students’ programmes of study.

2. To monitor research postgraduate students’ academic progression.

3. To approve research degree examination arrangements.

4. To recommend research degree awards.

5. To ensure the academic standards of the University’s research degrees.

6. To undertake an annual review of regulations and procedures.

7. To promote best practice in RPG supervision, assessment and examination.

8. To monitor research postgraduate completion rates and student satisfaction levels for comparison with sector norms.

9. To monitor and evaluate the delivery of appropriate supervisor development and training to increase supervisory capacity.

10. To monitor and evaluate the delivery of RPG student development and training according to appropriate external benchmarks.

11. To annually review the provision of Research Degrees and develop new routes for doctoral education to grow the University RPG base.

12. To receive reports from School Research & Innovation Committees on progress of Research Degree students.

13. To report routinely through Committee minutes and formally annually to Research & Innovation Committee on the fulfilment of its remit.

**Constitution**

Research Degrees Leader (Convenor)
Researcher Development Leader (Vice-Convenor)
Dean of Research and Innovation
School Research Degrees Programme Leaders
A representative of RIO, nominated by the Dean of R&I
Senior officer responsible for RPG admissions
Up to three additional academic staff members appointed by the Convenor

In attendance: Clerk to the Committee

Additional participants may be invited to attend meetings to provide input to specific business as determined by the Convenor.

**Quorum**

One-third of the total membership (excluding co-options) which must include either the Convenor or a designated Vice-Convenor

**Frequency of Meetings**

Five per annum: 2 focusing on research student monitoring, 2 on researcher development, 1 on research degrees graduation

**Reporting Line**

Research & Innovation Committee

**Minutes**

Copies of open minutes will be forwarded to the University R&I Committee.
Open minutes and papers will be held electronically by the RIO.
Closed minutes will be held by RIO.

**Equality Issues**

Those officers with responsibility for nominating or appointing members to the committee as prescribed by the constitution should, in doing so, have due regard to the desirability of achieving an equal balance of either gender within the committee’s membership.
Notes

Approved by Academic Board 12 June 2015

Constitution updated to reflect role title/structure changes arising from professional service re-organisation: 29/11/16

Amended July 2019 – paragraph ‘Additional participants may… …as determined by the Convenor.’ added.