



agenda

Te Komiti Whakahaere a ngā Pia

Unitec Postgraduate Research and Scholarships Committee (PGRSC)

Tuesday, 4th of June 2019, at 2.00 pm, in building 110 room 2020

1. KARAKIA

KARAKIA TO OPEN MEETING

Manawa mai te mauri nuku
Manawa mai te mauri rangi
Ko te mauri kai au
he mauri tipua
Ka pakaru mai te pō
Tau mai te mauri
Haumi e, hui e, taiki e!



2. TERMS OF REFERENCES

- a) Approve proposals for Level 10 theses;
- b) Oversee the processes of the approval of proposals for Level 9 research having 90 or more credits and confirmation of supervisory arrangements (including replacement supervisors);
- c) Approve registration of supervisors;
- d) Appoint examiners, conveners and adjudicators for Level 9 research having 90 or more credits and Level 10 research, on the recommendation of the Academic Leader;
- e) Consider the reports of examiners and declare and approve the final grade for a Level 9 research having 90 or more credits and Level 10 research;
- f) Award and oversee the administration of Postgraduate Scholarships; and,
- g) Make recommendations to the Academic Board on changes to the Generic Regulations affecting Postgraduate Programmes as necessary.

3. APOLOGIES

- a) Assoc Prof Matthew Bradbury (Xinxin Wang is representing)

4. APPROVAL OF PREVIOUS MINUTES

- Minute of the Unitec postgraduate research and scholarships committee meeting dated 7th May 2019 is put forward for approval.



B)
Minutes_PGRSC_Ma

5. UPDATE ON ACTIONS FROM PREVIOUS MEETING

Sr No	Action	Responsibility	Due Date	Progress
1	To work with Asher Lewis to update the required guidelines and due dates for ethics application submissions.	Hamza Qazi	31 st May 2019	Completed
2	To work with Cynthia Almeida to update the relevant guidelines around the necessity of ethics approval.	Hamza Qazi	31 st May 2019	Completed

6. PGRSC DYNAMIC SPREADSHEET-MONTHLY RATIFICATION

PGRSC Dynamic Spreadsheet



Dynamic Research
Proposal Tracker-Ma

7. PROCESS FOR REVIEWING IBM INDUSTRY SCHOLARSHIP APPLICATIONS

Assoc Prof Marcus Williams to talk on this agenda item

8. CONSISTENCY OF POSTGRADUATE STANDARDS AND STUDENT SUPPORT Memo and supporting documents are attached



A8-1)
MemoStudentSupp



A8-2)
GuidelinesSupervisi



A8-3)
SupportResources.p

9. NEW RESEARCH PROFESSIONAL DEVELOPMENT SUITE FOR SUPERVISORS

Agenda paper is attached



A9) Professional
Development 2019.p

10. RESEARCH ETHICS APPLICATION PROCESS

The memo is attached.



A10) MemoEthics
.pdf

11. SURVEY ON POSTGRADUATE SUPERVISION PRACTICES AND SUPPORT

Survey on postgraduate supervision practice and support is attached.



A11) Questions for
Supervisors.pdf

12. GENERAL BUSINESS

Student Course Surveys for Research Students

Special Student Course Surveys were sent to research students enrolled in level 9 and 10 courses on Wednesday 22nd May 2019 involving the following three question.

1. My supervisor gave me helpful feedback on my progress towards completing my final research project and/or thesis. [agree/disagree scale and opportunity to comment]
2. The Postgraduate Moodle Resource was helpful for me in understanding the resources and requirements of my final research project and/or thesis. [agree/disagree scale and opportunity to comment]
3. The Postgraduate Student Learning and Achievement and library services were helpful for me in undertaking my final research project and/or thesis. [agree/disagree scale and opportunity to comment]

13. KARAKIA

KARAKIA TO CLOSE MEETING

Ka wehe atu tātou
I raro i te rangimārie,
te harikoa, me te manawanui
Haumi ē! Hui ē! Taiki ē!

