
To	Academic Board	From	Marcus Williams – Director Research & Enterprise
Title	PGRSC ToR and Membership- Year 2020	Date	2019 / 10 / 07

Recommendation/s

That Academic Board receives the Terms of Reference (ToR) and Membership for Postgraduate Research and Scholarship Committee for the year 2020.

Purpose

To report to the Academic Board regarding the ToR and Membership for PGRSC meeting scheduled for the year 2020, as per Section 8.1 of Academic Board's ToR and section 3.3 of PGRSC's ToR.

Background

The PGRSC is a subcommittee of Academic Board. Academic Board has the authority to determine the committees memberships and ToR. Appointments to PGRSC shall be made at or before the February meeting of the Academic Board each year.

Next Steps

The PGRSC will meet and continue its work throughout 2020.

Attachments

PGRSC Membership-2020

PGRSC ToR-2020

TE KOMITI WHAKAHAERE A NGĀ PIA | UNITEC POSTGRADUATE RESEARCH AND SCHOLARSHIPS COMMITTEE (PGRSC)

Membership – Year 2020

Committee Role	Member Name
Chair (Director, Research and Enterprise)	Assoc Prof Marcus Williams
The Leader of each Postgraduate Programme or nominee:	
Doctor of Computing Master of Computing	Susan Bennett
Master of Osteopathy	Rob Moran
Master of Creative Practice Master of Design	Assoc Prof Leon Tan
Master of Architecture (Professional)	Annabel Pretty
Master of Architecture (Research), Master of Landscape Architecture	Assoc Prof Matthew Bradbury
Masters of Business Master of International Communication, Master of Applied Practice (Professional Accountancy)	Assoc Prof Liz Rainsbury
Master of Applied Practice (Social Practice)	Associate Professor Helen Gremillion
Director, Teaching and Learning (Mātauranga Māori) or nominee	Victor Grbic (Nominee)
Director, Pacific Success or nominee	Dr James Prescott (Nominee)
One member of the Student Council nominated by the Student Council	Helen Vea (Student President, Student Council)
Director, Student Success or nominee	Caroline Malthus (Nominee)

Staff in Attendance (Frequent)

- Hamza Qazi – Secretary
- Cynthia Almeida – Postgraduate Academic Administrator
- Maria Humphries-Kil – Chair Unitec Research Ethics Committee

TE KOMITI WHAKAHAERE A NGĀ PIA | UNITEC POSTGRADUATE RESEARCH AND SCHOLARSHIPS COMMITTEE (PGRSC)

Terms of Reference – Year 2020

1 Purpose

To oversee the institute's postgraduate Level 9 and 10 quality systems, to identify areas of good practice and areas for improvement and monitor academic quality issues and trends.

2 Kaupapa

The Postgraduate Research and Scholarships Committee is framed within the values of Kaitiakitanga for the Academic Portfolio and Academic Quality and Mahi Kotahitanga and Ngākau Māhaki for its support of the Level 9 and 10 programmes.

The Postgraduate Research and Scholarships Committee is accountable to the Academic Board for ensuring appropriate standards and quality are maintained at Level 9 and 10.

3 Membership

3.1 Membership of the Postgraduate Research and Scholarships Committee shall comprise:

- a) Dean, Research and Enterprise
- b) The Academic Leader of each Postgraduate Programme;
- c) General Manager, Student Success or nominee;
- d) The Dean, Teaching and Learning (Mātauranga Māori) or nominee;
- e) The Director, Pacific Success or nominee;
- f) One member of the Student Council nominated by the Student Council
- g) Members, mostly drawn from the academic community, co-opted by the Sub-Committee for a term as required; and
- h) Members co-opted by the Academic Board for a term as required.

3.2 The term of office of appointed members shall be one year.

3.3 Appointments shall be made to the Committee at or before the February meeting of the Academic Board each year.

3.4 The Chair of the Committee shall be the Director, Research and Enterprise.

4 Terms of Reference

4.1 The Postgraduate Research and Scholarships Committee (PGRSC) is a subcommittee of the Academic Board and has the following powers and functions in relation to Level 9 and 10 Masters and Doctoral programmes:

- 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.

5 Reporting

The Postgraduate Research and Scholarships Committee shall report to the Academic Board following each meeting.

Document Management and Control

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