

2012 Research and Research Training Committee Functions and Business Schedule

Research and Research Training Committee Functions	Item No.	Item of Business	Responsibility	Outcome	Mtg1 Feb	Mtg2 Apr	Mtg3 May	Mtg4 Jul	Mtg5 Oct	Mtg6 Dec	
1. To propose, monitor, review, and advise on academic standards relevant to the quality of research and research training with reference to external quality measures and national codes of conduct in research.	1.1	Deakin Research Management Report To receive the Deakin Research Management Report	DVC(R)	Committee to receive and forward copy to Academic Board	x						
	1.2	2012 Research Grants To receive a report detailing the number of internal and external Research Grants applied for, and the number of successful applications in each category.	Director, Deakin Research	Committee to receive						x	
2. To propose guidelines, monitor, and review the quality and academic standards of higher degrees by research by determining matters in relation to admission to candidature, supervision, academic progress and examination.	2.1	Report from Chair of the R&RT Committee To receive a report on current matters from the Chair of the Research and Research Training Committee, including: <ul style="list-style-type: none"> decisions taken by the Chair on the Committee's behalf and under delegated authority matters from the Academic Board. 	RRTC Chair	Committee to receive	x	x	x	x	x	x	
	<i>[Also relates to Term of Reference 1]</i>										
	2.2	Student Matters To receive a report on student matters from the Executive Officer Higher Degrees by Research.	Executive Officer, Higher Degrees by Research	Committee to receive	x	x	x	x	x	x	
	2.3	Annual Student Progress Review To receive a status report for the Annual Student Progress Review process, ie the number of reviews at various stages of completion.	Executive Officer, Higher Degrees by Research	Committee to receive	x					x	
	2.4	To receive a report on the results of HDR Examinations	Executive Officer, Higher Degrees by Research	Committee to receive		x	x				
	2.5	HDR Scholarships 2012 To receive a report detailing the number of HDR Scholarships offered and accepted for domestic and international students.	Executive Officer, Higher Degrees by Research	Committee to receive	x	x					

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<i>To propose guidelines, monitor, and review the quality and academic standards of higher degrees by research by determining matters in relation to admission to candidature, supervision, academic progress and examination.</i>	2.6	Overtime Candidates To receive a report on overtime candidate rates.	Executive Officer, Higher Degrees by Research	Committee to receive			x	x		
	2.7	Postgraduate Research Experience Questionnaire (PREQ) & Graduate Destination Survey (GDS) Report To review and consider the 2011 PREQ/GDS Report and make any recommendations to the Academic Board.	Strategic Intelligence and Planning Unit	Committee to consider and make recommendations to Academic Board					x	
	2.8	Annual Report of Student Publications To consider the annual report of student publications during candidature. To discuss options for improving student publication rates.	Executive Officer, Higher Degrees by Research	Committee to receive and consider				x		
	2.9	HDR 2012 Annual Survey report To receive the 2012 HDR Survey Report To make recommendations as appropriate to the Academic Board.	Strategic Intelligence and Planning Unit	Committee to consider and make recommendations to Academic Board					x	
	<i>[Also relates to Term of Reference 1]</i>									
	2.10	Cohort Analysis To receive an analysis of HDR student cohorts.	Executive Officer, Higher Degrees by Research	Committee to receive and consider					x	

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3. To initiate, review and monitor compliance with relevant legislation, policies and procedures, and oversee their implementation including the Academic Policy Framework and, specifically, the Research Matters sections of that framework.	3.1	Academic Board's academic policy development and review schedule for 2012, noting any policy work for which the Committee is responsible and establishing a strategy and schedule for the completion of the Committee's policy responsibilities for 2012.	Executive Officer	Committee to receive and consider	x					
4. To receive, consider and respond to reports from faculty boards in relation to quality improvements in research and research training.	4.1	Annual Faculty Self-Review of Higher Degrees by Research To consider an annual report from each Faculty and IKE detailing outcomes of the 2011 review of research training conducted in accordance with Clause 12 Higher Degrees by Research Quality Assurance procedure, and make any recommendations to the Academic Board for future action.	Faculties	Committee to receive and consider recommendations to Academic Board			x			
5. Through its Thesis Examination Subcommittee, to receive, consider, and decide upon matters pertaining to examination of higher degree by research theses.	5.1	Thesis Examination Subcommittee To receive the minutes from the Thesis Examination Subcommittee, and consider any issues arising.	Chair, Thesis Examination Subcommittee	Committee to receive	x	x	x	x	x	x

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Other items

Item in Agenda	Item No.	Responsibility	Outcome	Mtg1 Feb	Mtg2 Apr	Mtg3 May	Mtg4 Jul	Mtg5 Oct	Mtg6 Dec
Report from the Deputy Vice-Chancellor (Research) To receive a report on current matters from the DVC(R).	6.1	DVC(R)	Committee to receive	x	x	x	x	x	x
Report from Deakin Research To receive a report on current matters from the Director, Research Services and Strategic Research Programs.	6.2	Director, Research Services and Strategic Research Programs	Committee to receive	x	x	x	x	x	x
Report from the Chair on the outcomes of the 2011 Self Review of the Academic Board, and determine a plan for the implementation of any recommendations directed to the Committee. (NB: Due to the major review of Academic Board and its committees in mid 201, there is no self review report for 2011.)	6.3	Chair, RRTC	Committee to consider						
Self-review of the Committee in accordance with the process approved by the Academic Board.	6.4	Chair, RRTC	Committee to consider						x
2013 Research and Research Training Committee business schedule.	6.5	Executive Officer	Committee to consider Schedule of Business						x
2013 Research and Research Training Committee schedule of meetings.	6.6	Executive Officer	Committee to receive						x