GRADUATE STUDIES COMMITTEE

TERMS OF REFERENCE

PURPOSE
The Graduate Studies Committee assists the Academic Board in ensuring the maintenance of the highest standards and quality in teaching, learning, research training and scholarship at the University of Sydney. It advises the Academic Board about resolutions, policy and procedures relating to postgraduate study at the University. It determines postgraduate matters, including the approval of new and amended courses, in accordance with the University of Sydney (Delegations of Authority – Academic Functions) Rule 2016.

TERMS OF REFERENCE
1. To advise the Academic Board on resolutions, policy and procedures relating to postgraduate studies in the University.
2. To make recommendations to the Academic Board regarding:
   2.1. proposals to introduce new postgraduate award courses and amendments to existing postgraduate award courses; and
   2.2. requirements to be satisfied by candidates for the award of a degree, diploma or certificate.
3. To provide academic oversight in relation to domains 1.4.1; 1.4.2; 1.4.5; 1.4.6; 1.4.7; 1.5.2; 3.1.1, 3.1.2, 3.1.3; 3.1.4; 3.1.5; 4.2.1(a) – (e) inclusive; 5.1.2; 5.1.3; 5.4.2 and 6.3.2(c) of the Higher Education Standards Framework (Threshold Standards) 2015.
4. To ensure graduate education is compliant with appropriate rules, policies and procedures, including, but not limited to the:
   • University of Sydney (Coursework) Rule 2014
   • Coursework Policy 2014
   • Assessment Procedures 2011
   • Learning and Teaching Policy 2015
   • Learning and Teaching Procedures 2016
   • Academic Honesty in Coursework Policy 2015
   • Academic Honesty Procedures 2016
   • University of Sydney (Higher Degree by Research) Rule
   • Thesis and Examination of Higher Degree by Research Policy 2015
   • Thesis and Examination of Higher Degree by Research Procedures 2015
   • Thesis and Examination of Higher Degrees by Research Guidelines for Examiners.
5. To act for the Academic Board in:
   5.1. admitting candidates, on the advice of the Faculty, University School or Board of Studies concerned, for higher doctorates; and
   5.2. determining, on the recommendation of the Faculty, University School or Board of Studies concerned, whether or not a higher doctorate be awarded.
6. To contribute to the development of the University’s strategic objectives in relation to postgraduate study and research training, and to develop, recommend to the Academic Board, and regularly review resolutions, policy and procedures supporting those strategic objectives.
7. To provide academic oversight of the University’s program of coursework for higher degree by research students, including:
   7.1. Approving the inclusion, removal or amendment of units of study in Table R
7.2. Approving restrictions on enrolment in units of study within Table R.

8. To receive reports from, and provide advice to, the Deputy Vice-Chancellor (Education), and, where appropriate the Deputy Vice-Chancellor (Research), the Registrar and the Pro-Vice-Chancellor (Global Engagement) on matters relating to postgraduate study and research training at the University.

9. To recommend to the Academic Board effective policy and procedures for Higher Degree by Research students.

10. To obtain information or reports from any Faculty, University School, Board of Studies, school or department, the Library or other academic unit on academic matters relating to postgraduate studies.

11. To ensure proper communication channels are established with other committees of the Academic Board and University Executive to promote cross-referencing and discussion of matters concerning postgraduate students.

12. To determine the terms and conditions of awards, postgraduate scholarships and prizes established within the University.

13. To provide regular reports on its activities under its terms of reference to the Academic Board.

14. To consider and report on any matter referred to it by the Academic Board or its committees, the University Executive or the Vice-Chancellor.

Note: The Chair of the Graduate Studies Committee has, in some circumstances, delegated authority under the University of Sydney (Delegations of Authority – Academic Functions) Rule 2016, including to vary the requirements for a particular candidate for a higher doctorate or Doctor of Philosophy in exceptional circumstances.