



Research Degrees Committee Terms of Reference and Constitution

Terms of Reference

Under the UW Common Academic Framework for Research Degrees, the Research Degrees Committee of an Institution (RDC) is responsible for acting as an independent assessor of research degree registration proposals, monitoring reports and examining arrangements. It reports to the UW Research Degrees Board (RDB) and it is responsible for:

1. Examining recommendations of School (or Departmental or Faculty, as appropriate) committees in respect of applications for research degree registration and transfer to PhD and making recommendations to RDB.
2. Receiving and considering monitoring reports from School committees on the progress of registered candidates and reporting such progress to RDB.
3. Examining recommendations of School committees in respect of arrangements for the examination of research degrees and making recommendations to RDB.
4. Reporting decisions on 1. to 3. above to School committees.
5. Advising RDB and School committees on any matter arising from 1. to 3. above requiring their attention.
6. Overseeing the running of; research methodology training programmes for new research degree candidates and others; transferable skills development programmes and processes for all research degree candidates, and establishes and overseeing training for new research degree supervisors.
- 7 Ensuring that relevant regulations and codes of practice (in particular the QAA Code of Practice Part 1) are fully considered in the development of Research Degree Programmes.
8. Monitoring the overall performance of the Institutional provision in terms of the enrolment, progression, withdrawal and completion of candidates.
9. Reporting annually to RDB on:
 - i. any substantive changes to the provision for research degree candidates;
 - ii. a summary of the performance of candidates through the year in terms of enrolment, progression, withdrawal and completions;
 - iii. a synopsis of Examining Board reports for examinations held through the year, and any consideration of the reports by the Institutional RDC.

Constitution

- Dean of Graduate Studies (or member of staff with overall responsibility for research degrees) (Chair)
- PVC (Research) (ex officio)

- School Directors of Research
- UW External Assessor (nominated by UW)
- Research Students (members of IRDC)
- Other senior members of Schools or Departments involved in research degree programmes, as appropriate to the Institution.

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