

ORDINANCE NO. 70
GRADUATE RESEARCH

The Council of the University of Tasmania makes this Ordinance under the University of Tasmania Act 1992.

PART 1 - INTRODUCTION

1. Commencement and revocation

- 1.1** This ordinance, apart from clause 4, takes effect on 19 November 2004.
- 1.2** Clause 4 takes effect on 30 April 2005.
- 1.3** This ordinance replaces Ordinance 70 (Graduate Studies by Research) approved by Council on 27 May 1994, which is revoked.

2. Definitions

- 2.1** “**Board**” means the Board of Graduate Research (previously the Board of Graduate Studies by Research) as continued in existence under this ordinance.
- 2.2** “**candidate**” means a person enrolled for a higher degree by research.
- 2.3** “**Dean**” means the Dean of Graduate Research (previously the Dean of Graduate Studies by Research) as continued in office under this ordinance.
- 2.4** “**rules**” means the Rules of Higher Degrees by Research, as in force from time to time.

PART 2 – BOARD OF GRADUATE RESEARCH

3. The Board

- 3.1** The Board of Graduate Studies by Research set up under the replaced ordinance is continued in existence under this ordinance as the Board of Graduate Research.
- 3.2** The functions of the Board are -
- (a) to administer the candidature and examination for awards under the rules; and
 - (b) to make recommendations to Academic Senate about the award of degrees under the rules; and
 - (c) to monitor the observance of any code of conduct applying to the supervision of candidates; and
 - (d) to monitor the quality of supervision of candidates; and
 - (e) to allocate research scholarships; and
 - (f) to provide advice to the Pro Vice-Chancellor (Research) on matters relating to graduate studies by research.
- 3.3** The Board is responsible to Council and Academic Senate in the exercise of its functions under clause 3.2, and also to the Pro Vice-Chancellor (Research) in relation to the function set out in paragraph (f) of that clause.

4. Members of the Board

- 4.1** The members of the Board are -
- (a) the Dean
 - (b) the Pro Vice-Chancellor (Research)
 - (c) the Chair of Academic Senate or, if the Vice-Chancellor is the Chair, the Deputy Chair
 - (d) 6 members who are elected by and from those members of academic staff who are registered as supervisors under clause 7 of the Rules of Higher Degrees by Research
 - (e) 1 member who is elected by and from the candidates
 - (f) at least 2 members who are elected by and from the Academic Senate.
- 4.2** The elected members hold office for 2 years. The Board will set the times and manner of election.
- 4.3** The elected members vacate office when they cease to be qualified for election under the relevant paragraph of clause 4.1, or when they resign by

notice in writing to the Dean, or when their term expires – whichever happens first.

5. Dean of Graduate Research

- 5.1** There is to be a Dean of Graduate Research.
- 5.2** The Dean is to be appointed by the Vice-Chancellor, after a call for applications and a selection process involving the Chair of Academic Senate, the Pro Vice-Chancellor (Research), representatives of Academic Senate, discussions with candidates and any other people that the Vice-Chancellor decides to consult.
- 5.3** The Dean –
- must hold the rank of Level E within the University
 - must have supervised research higher degree candidates who have graduated
- 5.4** The Dean holds office for 5 years, subject to this Ordinance, on terms and conditions set by the Vice-Chancellor.
- 5.5** The office of Dean becomes vacant if the person holding that office ceases to hold the rank of Level E within the University.
- 5.6** The Dean may resign by notice in writing to the Vice-Chancellor.

6. Functions of the Dean

- 6.1** The functions of the Dean are:
- to work with the Faculties to make sure that appropriate strategies are in place to recruit postgraduate research students
 - to work with the Faculties and the Pro Vice-Chancellor (Research) to make sure that the University's postgraduate research training programs have a high profile internally, within Tasmania, interstate and overseas
 - to work with the Faculties, supervisors and student groups to make sure that appropriate levels of pastoral care are provided
 - to make sure that the University maintains appropriate standards in relation to candidature matters (including admission, appropriate infrastructure, supervision and examination)
 - to make sure that high standards of supervision are maintained, including training of supervisors
 - to provide advice to Academic Senate, and the Chair of Academic Senate, on relevant academic matters

- to work with the Pro Vice-Chancellor (Research) on broad strategic policy and resource issues
- to oversee the process for the allocation of scholarships awarded centrally.

6.2 The Dean is responsible to the Board in the exercise of his or her functions.

7. Meetings of the Board

7.1 The Dean is to convene meetings of the Board as and when required for the discharge of its business. The Board will normally meet 5 or 6 times a year.

7.2 The Dean is to chair the meetings if present.

7.3 The Board will elect one of its members as Deputy Dean, who will chair meetings in the Dean's absence.

7.4 Otherwise, the Board may regulate its own procedure, including the determination of issues of confidentiality.

7.5 The Dean will act on behalf of the Board between meetings, and the Board may authorise the Deputy Dean to act when the Dean is unavailable.

7.6 The Academic Registrar will provide administrative support to the Board.

PART 3 - RULES

8. Rules

8.1 Council may make rules for or with respect to anything necessary or convenient for the purposes of this ordinance.

8.2 Without limiting clause **8.1**, Council may make rules on the advice of Academic Senate about -

- the supervision of candidates
- monitoring their progress.

PART 4 – TRANSITIONAL PROVISIONS

9. Transitional provisions

- 9.1** The former Board of Graduate Studies by Research, as constituted immediately before the commencement of this ordinance, continues to exist after that commencement until 30 April 2005, at which time it will be reconstituted in accordance with clause 4.
- 9.2** The members of the former Board of Graduate Studies by Research holding office immediately before the commencement of this clause continue to hold office as members of the Board of Graduate Research after that commencement, subject to this ordinance and on the same terms and conditions.
- 9.3** The person holding office immediately before the commencement of this ordinance as Dean of Graduate Studies by Research must be taken to have been appointed Dean of Graduate Research under this ordinance, for the rest of his existing term of office and on the existing terms and conditions.

Made by Council on 19 November 2004.

Sealed with the seal of the University of Tasmania on 1 December 2004.

Professor Daryl Le Grew
Vice-Chancellor

Ms Belinda Webster
Director, Governance & Legal