

## **Postgraduate Research Executive (Senate via LTC)**

Secretary to PGR Executive: Dr Vivien Easson, Head of Postgraduate Research Service, telephone 01603 59(1835).

Contact for Agendas and Minutes: Mrs Wendy Forsdick, PA to Head of Postgraduate Research Service, telephone 01603 59(2202).

Membership of the Postgraduate Research Executive:

- Pro-Vice-Chancellor for Research, Enterprise and Engagement (Chair)
- Academic Director of Research Degree Programmes
- Associate Dean for Postgraduate Research, Faculty of Arts and Humanities
- Associate Dean for Postgraduate Research, Faculty of Medicine and Health Sciences
- Associate Dean for Postgraduate Research, Faculty of Science
- Associate Dean for Postgraduate Research, Faculty of Social Sciences
- Chair of the Graduate Studies Committee, John Innes Centre/The Sainsbury Laboratory/The Genome Analysis Centre
- President of the Graduate Students' Association / UUEAS Postgraduate Education Officer
- Director, Research and Enterprise
- Director, Admissions, Recruitment and Marketing
- Head of Postgraduate Research Service (Secretary)

The Postgraduate Research Executive will have the right to co-opt other representatives from the University or partner organisations on a regular or ad-hoc basis as appropriate.

Terms of Reference for the Postgraduate Research Executive (approved by Senate, 6 November 2013):

- To devise, consider, implement and keep under review a University-wide strategic framework for postgraduate research provision for students, including development of excellent research environments.
- To contribute to the development, implementation, review and update of the University's Corporate Plan with specific reference to postgraduate research provision for students.
- To keep abreast of opportunities arising from external developments and influences on postgraduate research provision, including the Research Councils and related bodies, and to receive regular reports concerning doctoral training and other partnership provision involving students at the University.
- To have delegated authority from Senate via the Learning and Teaching Committee to make decisions on postgraduate research programme matters, and to report any such decisions to the Learning and Teaching Committee under Section C (Items for Report) of its agenda.
- To develop, implement, update and review relevant regulatory frameworks, the Code of Practice: Research Degree Programmes, policies and procedures relevant to postgraduate research programmes.

- To keep under review matters of principle, policy and/or practice emerging from academic appeals, academic complaints and allegations of misconduct in research by postgraduate research students.
- To maximize funded opportunities for expansion of postgraduate research student numbers consistent with the strategic framework and the University's Corporate Plan.
- To develop and promote strategies for the employability of postgraduate research students.
- To maximise and promote equality of opportunity for postgraduate research students.
- To receive regular reports from and liaise closely with the Faculty Graduate School Executives and Institute Graduate Studies Committees.
- To liaise closely and to engage co-operatively with the Research Executive, the ARM Executive, the Enterprise Executive and the Engagement Executive and with other Committees and Groups as appropriate and relevant.
- To liaise with and involve the Pro-Vice Chancellor (Academic), Faculty Executive Deans and other Academic Directors promptly in any matters of mutual concern.