Terms of Reference

Title: Postgraduate Research Quality Monitoring and Enhancement (PGR QME) Subcommittee AY19/20

Date: October 2019

Terms of Reference

1. To receive and scrutinize reports on postgraduate research programmes in respect of:
   - Development of new programmes;
   - Programme validation;
   - Annual reporting;
   - Periodic review, including Faculty responses, and
   - Discontinuation of programmes

   and to bring forward recommendations to Academic Quality and Standards Committee (AQSC) and the Doctoral College Board (DCB), as appropriate.

2. To consider and to recommend to AQSC, and DCB, where appropriate, policies and procedures, including guidance and templates for assuring the quality and standards of postgraduate research programmes.

3. To receive, in parallel with DCB, annual assurance reports on doctoral research provision across the University and to make recommendation for consideration by AQSC for enhancing its quality and standards.

4. To advise on the framework to support the setting up, and development, of Doctoral Training Partnerships, Centres of Doctoral Training and other funded doctoral training initiatives.

Membership

| Chair: nominated by the Chair of AQSC | Professor Anna Barney |
| Pro-Vice Chancellor (Education) | Professor Chris Howls |
| Director of the Doctoral College | |

Faculty Directors of Graduate Schools:
- Faculty of Arts and Humanities
  - Professor Chris Janaway
- Faculty of Engineering and Physical Sciences
  - Professor Nick Evans
- Faculty of Environmental and Life Sciences
  - Professor Tim Minshull
- Faculty of Social Sciences
  - Dr Vadim Grinevich
- Faculty of Medicine
  - Dr Ashley Pringle

Additional representatives from named faculties:
- Faculty of Engineering and Physical Sciences
  - Dr Alan McAlpine
- Faculty of Environmental and Life Sciences
  - Professor Tim Wildschut
- Faculty of Social Sciences
  - Ben Saunders
Other relevant officers from Professional Services and colleagues from Faculties may be in attendance as appropriate to the business.

**Frequency and Timing**

At least three meetings per year.

**Quorum**

The PGR QME Subcommittee will be quorate with one third of membership plus one in attendance.

**Reporting Requirements**

The PGR QME Subcommittee reports to the Academic Quality and Standards Committee (AQSC).

It also reports to the Doctoral College Board (DCB) for note.