

University of Huddersfield Graduate Council: Terms of Reference

Name of Group	Graduate Council
Membership and appointment	<ul style="list-style-type: none">• Dean of the Graduate School• Two representatives from each School, ideally one second year PGR and one third year PGR• Representative from Research and Enterprise• Secretary (from Research and Enterprise)• President or deputy from the Students' Union• Co-opted members as required (e.g. PGR Conference organisers)
Chairing	Dean of the Graduate School
Frequency of meetings and quorum	Meetings will be held approximately twice a term Quorum is 7 members of the PGR community plus the Dean of the Graduate School or their representative
Record of meetings	Minutes will be taken by the secretary and circulated to Council members
Reporting mechanisms	The Committee reports to the University Research Committee and passes information to the Graduate Board, and where necessary to the Senior Management Team, via the Dean. PGR members of the Council are expected to report back to the PGR communities in their respective Schools
Functions & delegated authority	The role of the Council is to consider and discuss issues related to postgraduate provision and training at the University of Huddersfield from the perspective of the postgraduate researchers and to inform the postgraduate researchers of potential changes of policy, regulations, codes of practice etc. Where necessary the Council can create subgroups to explore specific issues, and members of the subgroups can be co-opted from outside the Council.

Amended November 2015