

## Delegation Register: Graduate Research Committee (GRC)

As drawn from the [Monash University \(Academic Board\) Regulations](#) in effect 19 November 2018

*Delegable powers derived from statutes and regulations that are referred to in policies and procedures are excluded from this register.*

Regulation	Summary of GRC role	Delegate(s)	Conditions and related requirements	Explanatory note
Monash University (Academic Board) Regulations				
Regulation 38(6)	Approving a change in the specified study program for a student	<ul style="list-style-type: none"> <li>Chair, Graduate Research Committee (GRC)</li> <li>Deputy Chair, GRC</li> <li>GRC Steering Committee</li> </ul>	<p>Recommendation from Associate Dean (with responsibility for Graduate Research) or Head of School of enrolling Faculty</p> <p>Where the Chair or Deputy Chair of the GRC determines that the complexity of a case warrants consideration by a Committee, the case may be referred to GRC Steering Committee for decision</p>	Takes effect where there is a requirement to change the approved study program due to circumstances beyond the student's or University's control. Such a change may include alteration to the assessment requirements due to the unavailability of an element of the required examination process
Regulation 38(7)	Granting credit in respect of a unit of study for work completed, a qualification or experience obtained	<ul style="list-style-type: none"> <li>Associate Dean (with responsibility for Graduate Research)</li> <li>Unit Coordinator</li> <li>Course Coordinator</li> <li>Graduate Research Coordinator / Program Director or successor position</li> </ul>	Delegates being from the enrolling faculty	<p>Regulations do not allow credit in respect to a thesis or alternative research component</p> <p>Authority to approve applications for credit for, or substitution of, professional development</p>

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				activities are outlined in the <a href="#">Procedure for the Substitution and/or Recognition of Prior Learning of Graduate Research Training Activities</a>
Regulation 38(9)	Approving reduction in the minimum duration of a course of study	<ul style="list-style-type: none"> <li>• Chair, Graduate Research Committee (GRC)</li> <li>• Deputy Chair, GRC</li> <li>• GRC member</li> </ul>	<p>Any decision to not approve an application can only be made by:</p> <ul style="list-style-type: none"> <li>• Chair, GRC <b>OR</b></li> <li>• Deputy Chair, GRC <b>OR</b></li> <li>• GRC member</li> </ul> <p>The GRC member given this delegation must:</p> <ul style="list-style-type: none"> <li>• be either an Associate Dean (Graduate Research) <b>OR</b> the person nominated by the Dean as holding the closest equivalent position, <b>AND</b></li> <li>• have been asked to undertake this function by either the Chair or Deputy Chair of GRC</li> </ul>	Regulations do not allow for the reduction to result in there being less than 12 months equivalent full time
Regulation 38(11)	Granting a student leave of absence of up to 12 months in total or any longer period in	<ul style="list-style-type: none"> <li>• Chair, Graduate Research Committee (GRC)</li> <li>• Deputy Chair, GRC</li> <li>• GRC member</li> </ul>	<p>Any decision not to approve an application can only be made by:</p> <ul style="list-style-type: none"> <li>• Chair, GRC <b>OR</b></li> <li>• Deputy Chair, GRC</li> </ul>	

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	<p>exceptional circumstances</p> <p>Granting a student maternity, paternity or adoption leave of up to 12 months after each birth or adoption if student is primary carer of the child</p>	<ul style="list-style-type: none"> <li>• Team Member, Graduate Research Operations, MGRO, or successor position</li> </ul>	<p>Any request for leave under regulation 38 (11)(a) of longer than 12 months can only be approved by:</p> <ul style="list-style-type: none"> <li>• Chair, GRC <b>OR</b></li> <li>• Deputy Chair, GRC <b>OR</b></li> <li>• GRC member <b>OR</b></li> <li>• Manager, Graduate Research Operations (MGRO) <b>OR</b></li> <li>• Deputy Manager, Graduate Research Operations (MGRO) <b>OR</b></li> <li>• Graduate Research Operations Team Leaders (MGRO)</li> </ul> <p>The GRC member given this delegation must:</p> <ul style="list-style-type: none"> <li>• be either an Associate Dean (Graduate Research) <b>OR</b> the person nominated by the Dean as holding the closest equivalent position; <b>AND</b></li> <li>• have been asked to undertake this function by either the Chair or Deputy Chair of GRC</li> </ul>	
Regulation 41(1)-(3)	Admitting an applicant to a higher degree.	<ul style="list-style-type: none"> <li>• Chair, Graduate Research Committee (GRC)</li> <li>• Deputy Chair, GRC</li> <li>• GRC member</li> </ul>	Where any case for equivalence (H1E or H2AE) is required as part of the admission, the case must be approved before the admission can proceed by:	

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		<ul style="list-style-type: none"> <li>Team Member, Graduate Research Operations, MGRO, or successor position</li> </ul>	<ul style="list-style-type: none"> <li>Chair, GRC <b>OR</b></li> <li>Deputy Chair, GRC <b>OR</b> GRC member</li> </ul> <p>The GRC member given this delegation must:</p> <ul style="list-style-type: none"> <li>be either an Associate Dean (Graduate Research) <b>OR</b> the person nominated by the Dean as holding the closest equivalent position; <b>AND</b></li> <li>have been asked to undertake this function by either the Chair or Deputy Chair of GRC</li> </ul>	
Regulation 41(4)	Admitting an applicant with conditions.	<ul style="list-style-type: none"> <li>Chair, Graduate Research Committee (GRC)</li> <li>Deputy Chair, GRC</li> <li>GRC member</li> <li>Team Member, Graduate Research Operations, MGRO, or successor position</li> <li>Manager, Graduate Research Operations, MGRO, or successor position</li> </ul>	<p>The GRC member given this delegation must:</p> <ul style="list-style-type: none"> <li>be either an Associate Dean (Graduate Research) <b>OR</b> the person nominated by the Dean as holding the closest equivalent position; <b>AND</b></li> <li>have been asked to undertake this function by either the Chair or Deputy Chair of GRC</li> </ul>	
Regulation 41(6) - (7)	Approving a date of commencement of enrolment that is earlier than the	<ul style="list-style-type: none"> <li>Chair, Graduate Research Committee (GRC)</li> <li>Deputy Chair, GRC</li> <li>GRC member</li> </ul>	<p>The GRC member given this delegation must:</p> <ul style="list-style-type: none"> <li>be either an Associate Dean (Graduate Research) <b>OR</b> the</li> </ul>	

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	enrolment date in the course of study		<p>person nominated by the Dean as holding the closest equivalent position; <b>AND</b></p> <ul style="list-style-type: none"> <li>• have been asked to undertake this function by either the Chair or Deputy Chair of GRC.</li> </ul>	
Regulation 42	Re-admitting a person into a course of study.	<ul style="list-style-type: none"> <li>• Chair, Graduate Research Committee (GRC)</li> <li>• Deputy Chair, GRC</li> <li>• GRC member</li> <li>• Team Member, Graduate Research Operations, MGRO, or successor position</li> </ul>	<p>Any decision to not re-admit can only be made by:</p> <ul style="list-style-type: none"> <li>• Chair, Graduate Research Committee (GRC) <b>OR</b></li> <li>• Deputy Chair, GRC</li> </ul> <p>The GRC member given this delegation must:</p> <ul style="list-style-type: none"> <li>• be either an Associate Dean (Graduate Research) <b>OR</b> the person nominated by the Dean as holding the closest equivalent position; <b>AND</b></li> <li>• have been asked to undertake this function by either the Chair or Deputy Chair of GRC</li> </ul>	Any application for re-admission outside of the 4 year period is to be considered under regulation 41
Regulation 43(1)	Permitting a student to convert to part time or full time or vice-versa.	<ul style="list-style-type: none"> <li>• Chair, Graduate Research Committee (GRC)</li> <li>• Deputy Chair, GRC</li> <li>• GRC member</li> </ul>	<p>Any application to convert from full time to part time involving an international student on an Australian Student Visa (ESOS student) can only be approved by:</p> <ul style="list-style-type: none"> <li>• Chair, GRC <b>OR</b></li> </ul>	

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		<ul style="list-style-type: none"> <li>Team Member, Graduate Research Operations, MGRO, or successor position</li> </ul>	<ul style="list-style-type: none"> <li>Deputy Chair, GRC <b>OR</b></li> <li>Manager, Graduate Research Operations (MGRO) <b>OR</b></li> <li>Deputy Manager, Graduate Research Operations (MGRO) <b>OR</b></li> <li>Team Leaders, Graduate Research Operations (MGRO)</li> </ul> <p>The GRC member given this delegation must:</p> <ul style="list-style-type: none"> <li>be either an Associate Dean (Graduate Research) <b>OR</b> the person nominated by the Dean as holding the closest equivalent position; <b>AND</b></li> <li>have been asked to undertake this function by either the Chair or Deputy Chair of GRC</li> </ul>	
Regulation 43(4)	Approving concurrent enrolment in another course of study at Monash or any other educational institution	<ul style="list-style-type: none"> <li>Chair, Graduate Research Committee (GRC)</li> <li>Deputy Chair, GRC</li> <li>GRC member</li> </ul>	<p>The GRC member given this delegation must:</p> <ul style="list-style-type: none"> <li>be either an Associate Dean (Graduate Research) <b>OR</b> the person nominated by the Dean as holding the closest equivalent position; <b>AND</b></li> <li>have been asked to undertake this function by either the</li> </ul>	

Regulation	Summary of GRC role	Delegate(s)	Conditions and related requirements	Explanatory note
			Chair or Deputy Chair of GRC	
Regulation 43(5)-(7)	Approving a student to be external, transfer back to regular enrolment or to study away.	<ul style="list-style-type: none"> <li>• Chair, Graduate Research Committee (GRC)</li> <li>• Deputy Chair, GRC</li> <li>• GRC member</li> <li>• Team Member, Graduate Research Operations, MGRO, or successor position</li> </ul>	<p>Any application for study away which includes an internship arrangement can only be approved by:</p> <ul style="list-style-type: none"> <li>• Chair, GRC <b>OR</b></li> <li>• Deputy Chair, GRC <b>OR</b></li> <li>• Manager, Graduate Research Operations (MGRO) <b>OR</b></li> <li>• Deputy Manager, Graduate Research Operations (MGRO) <b>OR</b></li> <li>• Graduate Research Operations Team Leaders, (MGRO).</li> </ul> <p>Any application for study away which includes a high risk destination (as determined by DFAT) must be referred through to the University Security Manager for assessment before a decision can be made.</p> <p>The GRC member given this delegation must:</p> <ul style="list-style-type: none"> <li>• be either an Associate Dean (Graduate Research) <b>OR</b> the person nominated by the Dean as holding the closest equivalent position; <b>AND</b></li> </ul>	

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			<ul style="list-style-type: none"> <li>have been asked to undertake this function by either the Chair or Deputy Chair of GRC</li> </ul>	
Regulation 43(9)	Imposing a condition or conditions on a student's enrolment	<ul style="list-style-type: none"> <li>Chair, Graduate Research Committee (GRC)</li> <li>Deputy Chair, GRC</li> <li>GRC member</li> <li>Team Member, Graduate Research Operations, MGRO, or successor position</li> <li>GRC Steering Committee</li> </ul>	<p>Where the complexity of a case warrants consideration by a Committee, the case may be referred to GRC Steering Committee for decision.</p> <p>The GRC member given this delegation must:</p> <ul style="list-style-type: none"> <li>be either an Associate Dean (Graduate Research) <b>OR</b> the person nominated by the Dean as holding the closest equivalent position; <b>AND</b></li> <li>have been asked to undertake this function by either the Chair or Deputy Chair of GRC</li> </ul>	
Regulation 44(1)-(2)	Appointing supervisors	<ul style="list-style-type: none"> <li>Chair, Graduate Research Committee (GRC)</li> <li>Deputy Chair, GRC</li> <li>GRC member</li> <li>Team Member, Graduate Research Operations, MGRO, or successor position</li> <li>GRC Steering Committee</li> </ul>	<p>Where a perceived, potential or actual conflict of interest in relation to the proposed supervisor(s) is identified, the decision to appoint must be referred to GRC Steering Committee for decision.</p> <p>The GRC member given this delegation must:</p>	



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			<ul style="list-style-type: none"> <li>be either an Associate Dean (Graduate Research) <b>OR</b> the person nominated by the Dean as holding the closest equivalent position; <b>AND</b></li> <li>have been asked to undertake this function by either the Chair or Deputy Chair of GRC</li> </ul>	
Regulation 44(4)	Appointing supervisors of a student undertaking their degree at an international campus or at the Gippsland campus	<ul style="list-style-type: none"> <li>Chair, Graduate Research Committee (GRC)</li> <li>Deputy Chair, GRC</li> <li>GRC member</li> <li>Team Member, Graduate Research Operations, MGRO, or successor position</li> </ul>	<p>Where the student is enrolled at the Gippsland campus, only the following can approve such arrangements:</p> <ul style="list-style-type: none"> <li>Chair, GRC <b>OR</b></li> <li>Deputy Chair, GRC <b>OR</b></li> <li>Manager, Graduate Research Operations, MGRO</li> </ul> <p>The GRC member given this delegation must:</p> <ul style="list-style-type: none"> <li>be either an Associate Dean (Graduate Research) <b>OR</b> the person nominated by the Dean as holding the closest equivalent position; <b>AND</b></li> <li>have been asked to undertake this function by either the Chair or Deputy Chair of GRC</li> </ul>	

Regulation	Summary of GRC role	Delegate(s)	Conditions and related requirements	Explanatory note
Regulation 45(1)	Determining whether a thesis is to be examined	<ul style="list-style-type: none"> <li>• Chair, Graduate Research Committee (GRC)</li> <li>• Deputy Chair, GRC</li> <li>• GRC member</li> <li>• Team Member, Graduate Research Operations, MGRO, or successor position</li> <li>• GRC Steering Committee</li> </ul>	<p>Any determination to not allow a thesis to be examined can only be made by:</p> <ul style="list-style-type: none"> <li>• Chair, GRC <b>OR</b></li> <li>• Deputy Chair, GRC <b>OR</b></li> <li>• GRC Steering Committee.</li> </ul> <p>The GRC member given this delegation must:</p> <ul style="list-style-type: none"> <li>• be either an Associate Dean (Graduate Research) <b>OR</b> the person nominated by the Dean as holding the closest equivalent position; <b>AND</b></li> <li>• have been asked to undertake this function by either the Chair or Deputy Chair of GRC</li> </ul>	Where the complexity of a case warrants consideration by a Committee, the case may be referred to GRC Steering Committee for decision.
Regulation 45(2)	Appointing thesis examiners	<ul style="list-style-type: none"> <li>• Chair, Graduate Research Committee (GRC)</li> <li>• Deputy Chair, GRC</li> <li>• GRC member</li> <li>• Team Member, Graduate Research Operations, MGRO, or successor position</li> <li>• GRC Steering Committee</li> </ul>	<p>Non-approval of an examiner(s) on the basis of evidence of a perceived, potential or actual conflict of interest can only be made by:</p> <ul style="list-style-type: none"> <li>• Chair, GRC <b>OR</b></li> <li>• Deputy Chair, GRC <b>OR</b></li> <li>• GRC Steering Committee</li> </ul> <p>The GRC member given this delegation must:</p> <ul style="list-style-type: none"> <li>• be either an Associate Dean (Graduate Research) <b>OR</b> the</li> </ul>	Where the complexity of a case warrants consideration by a Committee, the case may be referred to GRC Steering Committee for decision.

Regulation	Summary of GRC role	Delegate(s)	Conditions and related requirements	Explanatory note
			<p>person nominated by the Dean as holding the closest equivalent position; <b>AND</b></p> <ul style="list-style-type: none"> <li>• have been asked to undertake this function by either the Chair or Deputy Chair of GRC</li> </ul>	
Regulation 45(3)	Approving an oral examination	<ul style="list-style-type: none"> <li>• Chair, Graduate Research Committee (GRC)</li> <li>• Deputy Chair, GRC</li> <li>• GRC member</li> <li>• Team Member, Graduate Research Operations, MGRO, or successor position</li> <li>• GRC Steering Committee</li> </ul>	<p>The GRC member given this delegation must:</p> <ul style="list-style-type: none"> <li>• be either an Associate Dean (Graduate Research) <b>OR</b> the person nominated by the Dean as holding the closest equivalent position; <b>AND</b></li> <li>• have been asked to undertake this function by either the Chair or Deputy Chair of GRC</li> </ul>	
Regulation 45(4)	Appointing advisers in the event of a difference of opinion between examiners	<ul style="list-style-type: none"> <li>• Chair, Graduate Research Committee (GRC)</li> <li>• Deputy Chair, GRC</li> <li>• GRC member</li> </ul>	<p>The GRC member given this delegation must:</p> <ul style="list-style-type: none"> <li>• be either an Associate Dean (Graduate Research) <b>OR</b> the person nominated by the Dean as holding the closest equivalent position; <b>AND</b></li> <li>• have been asked to undertake this function by either the Chair or Deputy Chair of GRC</li> </ul>	

Regulation	Summary of GRC role	Delegate(s)	Conditions and related requirements	Explanatory note
Regulations 45(5) & 45(7)	Determining that a student has met or not met the requirements of their degree	<ul style="list-style-type: none"> <li>• Chair, Graduate Research Committee (GRC)</li> <li>• Deputy Chair, GRC</li> <li>• GRC member</li> <li>• GRC Steering Committee</li> </ul>	<p>Where the Chair or Deputy Chair, GRC, determines the complexity of a case warrants consideration by a Committee, it will be referred to the GRC Steering Committee for decision</p> <p>The GRC member given this delegation must:</p> <ul style="list-style-type: none"> <li>• be either an Associate Dean (Graduate Research) <b>OR</b> the person nominated by the Dean as holding the closest equivalent position; <b>AND</b></li> <li>• have been asked to undertake this function by either the Chair or Deputy Chair of GRC</li> </ul>	
Regulation 45(8)	Determining that a student has qualified for the degree	<ul style="list-style-type: none"> <li>• Chair, Graduate Research Committee (GRC)</li> <li>• Deputy Chair, GRC</li> <li>• GRC member</li> <li>• GRC Steering Committee</li> </ul>	The same condition as specified against regulations 45(5) & 45(7) applies	
Regulation 46	Continuation of enrolment under revoked regulations	<ul style="list-style-type: none"> <li>• Chair, Graduate Research Committee (GRC)</li> <li>• Deputy Chair, GRC</li> <li>• GRC Steering Committee</li> </ul>	Where the Chair or Deputy Chair, GRC, determines the complexity of a case warrants consideration by a Committee, it will be referred to the GRC Steering Committee for decision	

Regulation	Summary of GRC role	Delegate(s)	Conditions and related requirements	Explanatory note
Regulation 47	Adopting academic progress findings of a partner institution where the student is enrolled in a joint award degree	<ul style="list-style-type: none"> <li>• Chair, Graduate Research Committee (GRC)</li> <li>• Deputy Chair, GRC</li> <li>• GRC member</li> <li>• GRC Steering Committee</li> </ul>	The same condition as specified against regulations 45(5) & 45(7) applies	
Regulation 48(2)-(3)	At admission, providing the student with a written notice of their teaching faculty and applicable milestones	<ul style="list-style-type: none"> <li>• Chair, Graduate Research Committee (GRC)</li> <li>• Deputy Chair, GRC</li> <li>• GRC member</li> <li>• Team Member, Graduate Research Operations, MGRO, or successor position</li> </ul>	<p>Variations to the application of standard milestones, as set out in the University Handbook, can only be approved by:</p> <ul style="list-style-type: none"> <li>• Chair, GRC <b>OR</b></li> <li>• Deputy Chair, GRC</li> </ul> <p>The GRC member given this delegation must:</p> <ul style="list-style-type: none"> <li>• be either an Associate Dean (Graduate Research) <b>OR</b> the person nominated by the Dean as holding the closest equivalent position; <b>AND</b></li> <li>• have been asked to undertake this function by either the Chair or Deputy Chair of GRC</li> </ul>	Example of a variation: exemption from a confirmation milestone where a student transferring from a masters by research degree into a doctoral degree has already achieved a confirmation milestone
Regulation 48(4)	Terminating a student's enrolment where they have not completed a milestone by the due	<ul style="list-style-type: none"> <li>• Deputy Chair, GRC</li> <li>• GRC member</li> </ul>	Where there is a perceived, potential or actual conflict of interest impacting the decision to terminate, the Deputy Chair, GRC, must refer the case to a member of GRC	

Regulation	Summary of GRC role	Delegate(s)	Conditions and related requirements	Explanatory note
	date as specified in the written notice (or variation of that notice)		<p>The GRC member given this delegation must:</p> <ul style="list-style-type: none"> <li>• be either an Associate Dean (Graduate Research) <b>OR</b> the person nominated by the Dean as holding the closest equivalent position; <b>AND</b></li> <li>• have been asked to undertake this function by either the Chair or Deputy Chair of GRC <b>AND</b></li> <li>• not have had any prior involvement in the case</li> </ul>	
Regulation 54	Terminating a student's enrolment	<ul style="list-style-type: none"> <li>• Deputy Chair, GRC</li> <li>• GRC member</li> </ul>	The same condition as specified against regulation 48(4) applies	
Regulation 55(4)	Beginning deliberation on an appeal against termination of enrolment	<ul style="list-style-type: none"> <li>• GRC member</li> </ul>	<p>The same condition as specified against regulation 48(4) applies</p> <p>Deliberations on an appeal must begin not later than ten (10) working days after receipt of notice of the appeal</p>	
Regulation 56	Chairing a termination appeal panel	<ul style="list-style-type: none"> <li>• GRC member</li> </ul>	The same condition as specified against regulation 48(4) applies	