

# Supervision Policy

## Section 1 - Purpose / Objectives

(1) This policy manages, guides and sets out the requirements associated with the Supervision of the University's Higher Degree by Research (HDR) Students. It combines three previously distinct policies into one, including the:

- a. Joint Supervision of Higher Degree by Research Students
- b. External Supervision of Higher Degree by Research Students
- c. Registration of Higher Degree by Research (HDR) Supervisors.

## Section 2 - Scope / Application

(2) This policy applies to:

- a. Higher degree by research students
- b. Supervisors of higher degree by research students
- c. Those involved in the administration of Higher Degree by Research students

## Section 3 - Definitions

(3) Nil

## Section 4 - Policy Statement

(4) Victoria University offers higher degrees by research (HDR), including Masters by Research and Doctorates, the latter including PhDs and Professional Doctorates. A feature of such degrees is the provision of supervision for HDR students.

(5) To ensure that each HDR student has an efficient, effective and fair Supervision experience, the supervision of the University's HDR students will be governed by the following principles.

### Part A - HDR Student Supervision Arrangements

#### HDR Students to have at least two Supervisors

(6) Victoria University's HDR students will have at least two Supervisors for the duration of their Research Degree.

#### Principal Supervisor

(7) Of the two or more persons who Supervise a student outlined in clause (6), one (and only one) will assume the role of Principal Supervisor.

(8) Normally, the Principal Supervisor cannot be a person who is not employed by Victoria University (that is, an External Supervisor, see Part B).

(9) In the event that a Principal Supervisor is unable to perform his/her functions, then the provisions in clause (12) of this policy apply.

### **Regular Review of Supervision Arrangements**

(10) An HDR Student's Supervision arrangements will be reviewed at least once a year. The purpose of the review is to determine how the Supervision relationship is functioning and to identify any changes that would improve its operation.

(11) Further information is available in the [Supervision - Supervisor Registration and Development Procedure](#).

### **Variations to Supervision Arrangements**

(12) HDR Student Supervision can be varied. The reasons for such variations, the process and requirements associated with the variation of Supervision arrangements are outlined in the [Supervision - Supervisor Registration and Development Procedure](#).

## **Part B - External Supervision**

(13) Victoria University will allow its Higher Degree by Research Students to obtain Supervision from individuals who are not employed by Victoria University.

(14) Further information on the criteria, process and requirements for such a Supervision arrangement is available in the [Supervision - Supervisor Registration and Development Procedure](#).

## **Part C - Supervisor Registration**

(15) All persons who provide supervision to the University's HDR Student must be Registered.

(16) The procedures, criteria and requirements for Registration are outlined in [Supervision - Supervisor Registration and Development Procedure](#).

### **Regular Review of Registered Supervisors**

(17) There will be a regular review of Registered Supervisors. The process and requirements to be followed are outlined in the [Supervision - Supervisor Registration and Development Procedure](#).

### **Supervisor Deregistration**

(18) A person Registered as a supervisor may be Deregistered. The process, requirements and grounds for Deregistration are outlined in [Supervision - Supervisor Registration and Development Procedure](#).

## **Part D - Supervisor Professional Development**

(19) Registered supervisors are expected to participate in and/or contribute to professional development to enhance knowledge and skills in the provision of Supervision.

(20) The process and requirements are outlined in the [Supervision - Supervisor Registration and Development Procedure](#).

## **Part E - Conflicts**

(21) The University will establish procedures to manage perceived differences in the advice given by Supervisors to a HDR Student, or a perceived conflict between Supervisors, or a Conflict between the Supervisor(s) and the Student.

(22) The procedures are outlined in the [Supervision - Supervisor Registration and Development Procedure](#).

## **Part F - Limits on allowable Supervision**

(23) There will be a limit on the number of students a person may supervise. Details on the limits will be outlined in the [Supervision - Supervisor Registration and Development Procedure](#).

## **Part G - Annual Reporting**

(24) A report will be prepared annually on matters relating to HDR Supervision.

(25) The process, timing and requirements for the annual report are outlined in [Supervision - Supervisor Registration and Development Procedure](#).

## **Section 5 - Procedures**

(26) See [Supervision - Supervisor Registration and Development Procedure](#).

## **Section 6 - Guidelines**

(27) [Supervision - Good Practice in Research Supervision Guidelines](#)

(28) [Supervision - Development of Graduate Research Supervisors Guidelines](#)

## Status and Details

<b>Status</b>	Historic
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