

Schedule 1: Graduate Research Appointment of Examiners

Section 1 - Purpose

- (1) The purpose of this Schedule is to specify the criteria for appointment of examiners of graduate research (GR) theses.

Section 2 - Schedule

PART A: General Principles for Appointment of Examiners

- (2) The University requires that nomination and selection of GR thesis examiners be based on the principle that students receive an impartial examination by high quality examiners in the relevant field of research.
- (3) Examiners are appointed in such a way as to preserve their right to anonymity.

PART B: Criteria for Appointment

- (4) Examination panels must include:
- a. at least two (2) examiners external to the University;
 - b. no more than one examiner from any single institution;
 - c. in the case of PhD/MPhil theses, at least one international and one national examiner;
 - d. examiners with previous examination experience, as follows:
 - i. PhD theses: at least two (2) examiners will have previous GR thesis examination experience;
 - ii. MPhil and MRes theses: at least one (1) examiner will have previous GR thesis examination experience.
- (5) Examiners must:
- a. be a national and/or international expert in the GR thesis field, with an academic or research appointment in the field of research, relevant high quality research publications, and whose assessment will be respected nationally and internationally;
 - b. be [research active](#) according to Macquarie University's definition. If an examiner does not meet the University's definition, they must have a research track record and a case justifying their appointment;
 - c. not have had any involvement in the preparation of the thesis, as a member of the supervisory panel or as an academic advisor for the student;

- d. not be currently employed, nor within the last five years have been employed, by Macquarie University;
- e. not have graduated with a doctoral degree from Macquarie University within the last ten years;
- f. not have been a student under the supervision of any member of the supervising panel, either at Macquarie University or elsewhere;
- g. not have been co-authors or co-editors of publications nor collaborated in research with the student; or not have been co-authors or co-editors of publications with any of the supervising panel within the last five years.

(6) Exceptions to the examiner appointment requirements require a fully substantiated case to be submitted for consideration and approval by the RDSC.

PART C: Management of Conflicts of Interest

(7) The University applies the Australian Council of Graduate Research Good Practice Guidelines for Disclosing and Managing Interests in Graduate Research.

(8) The University expects all supervisors, faculties and examiners to report all actual or potential conflicts of interest.

Status and Details

Enquiries Contact	Pro Vice-Chancellor (Graduate Research)
Responsible Officer	Pro Vice-Chancellor (Graduate Research)
Approval Authority	Academic Senate
Date Approved	21 November 2023
Date of Commencement	1 September 2024
Date for Review	21 November 2026
Documents Superseded by this Schedule	GR Thesis Preparation, Submission and Examination Policy approved 21 November 2024
Amendment History	<p>21 November 2024 - Academic Senate approved amendments to Schedule 1: Graduate Research Appointment of Examiners (formerly Schedule 2) (Res AS23/124) with effect from 1 September 2024.</p> <p>20 April 2023 - Administrative amendment to Australian Council of Graduate Research Conflict of Interest Guidelines, updated to Australian Council of Graduate Research Good Practice Guidelines for Disclosing and Managing Interests in Graduate Research (https://students.mq.edu.au/_data/assets/pdf_file/0017/1215521/ACGR-Guidelines-for-Disclosing-and-Managing-Interests-in-Graduate-Research-November-2021.pdf).</p> <p>11 May 2022 - Administrative amendment to reference updated URL for Australian Council of Graduate Research Conflict of Interest Guidelines available via ACGR-Guidelines-for-Disclosing-and-Managing-Interests-in-Graduate-Research-November-2021.pdf</p>