

 <p>S P Jain School of Global Management DUBAI • MUMBAI • SINGAPORE • SYDNEY</p>	Research Training and Supervision Policy
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1. Purpose and Scope

- a. This Policy defines and recognises the rights and responsibilities of higher degree research (HDR) for master’s degree by Research, DBA and PhD students and HDR supervisors at S P Jain School of Global Management (S P Jain).
- b. It ensures that the criteria for appointing supervisors are fair, consistent and transparent.
- c. This Policy applies to all candidates and supervisors engaged in HDR courses, as defined by the Australian Qualifications Framework (AQF).

2. Guiding Principles

- a. S P Jain promotes and implements a successful culture of scholarship that is integral to its research training.
- b. Research training engenders in students a broad understanding of their field of study beyond the primary research topic and engages them in advanced knowledge and inquiry.
- c. Students are appointed at least two supervisors, who are equipped for their roles.
- d. Research students and supervisors are inducted and orientated into their roles.
- e. The performance of students and supervisors is monitored throughout the candidature.
- f. Results of monitoring are used to mitigate risks to the quality of the HDR provided, guide best practice in supervision, and improve the academic support available to HDR students.
- g. Students’ scholarly outputs are assessed by independent, external examiners.
- h. Conflicts are resolved under the Student Grievance and Mediation Policy and Procedures or Staff Grievance and Complaint Policy and Procedures as applicable.

3. Appointment of Supervisors

- a. Students agree to the proposed supervisory arrangements.
- b. Supervisory arrangements include a principal supervisor and an associate supervisor.
- c. Prior to appointment, the proposed supervisors satisfy all general eligibility criteria:
 - i. A doctoral degree in a relevant discipline or field, or equivalent research experience in a relevant discipline or field;
 - ii. Knowledge of contemporary developments in a relevant discipline or field;
 - iii. Understanding that is informed by current scholarly activity and/or advances in practice;
 - iv. Skills in contemporary teaching, learning and assessment principles applicable to HDR; and
 - v. No actual or perceived conflicts of interest.
- d. Principal supervisors must also demonstrate that they meet appropriate academic and employment standards. In particular, they are:
 - i. employed by S P Jain, or hold a relevant adjunct appointment, or are otherwise formally contracted and accountable to S P Jain for supervisory duties; and
 - ii. has a PhD, a history of quality research publications and a track record of supervising HDR students to successful conclusion
- e. Associate Supervisor need to have a doctoral degree in a relevant discipline or field, or equivalent research experience in a relevant discipline or field, evidence of publications and potential and limited experience of supervising HDR students.

4. Students' Rights and Responsibilities

- a. Students are admitted to research training only where the supervisory and study environments are deemed to be appropriate:
 - i. research activities or other HDR-based creative endeavours are underpinned by intellectual inquiry and scholarship that protect and promote academic integrity;
 - ii. supervisory arrangements meet all aforementioned criteria; and
 - iii. resources required for the HDR projects are available.
- b. Research students participate in an induction to research that includes codes of conduct, ethics, occupational health and safety, intellectual property, and any additional matters that are necessary for the type of research to be undertaken.
- c. Research students are supported by continuing supervisory arrangements for the duration of their candidature.
- d. Students are afforded multiple opportunities to present and communicate their research outputs at internal HDR seminars.
- e. The progress of research students is monitored on an annual basis through progress reports, which students are required to complete and submit.
- f. Students at risk of poor progress are provided with additional academic support and may be subject to disciplinary interventions.

5. Supervisors' Rights and Responsibilities

- a. Supervisors ensure that all formal assessable requirements of an HDR course of study meet institutional academic governance and quality assurance requirements.
- b. Supervisors remain active in research when supervising research students.
- c. Supervisors adhere to [Universities Australia's Principles for Respectful Supervisory Relationships](#) and other regulatory requirements at all times.
- d. The quality of supervision provided by each academic staff member is monitored annually through student feedback.
- e. Supervisors are required to review feedback on their research supervision and are supported in enhancing their supervisory activities as part of their professional development planning and review cycle.

Related Documents

- a. Research Ethics and Integrity Policy
- b. Rules of Progression and Course Completion Requirement Policy
- c. Staff Code of Conduct Policy
- d. Staff Grievance and Complaint Policy and Procedures
- e. Student at Risk Policy
- f. Student Code of Conduct Policy
- g. Student Grievance and Mediation Policy and Procedures