

Oncology Graduate Studies Committee Terms of Reference

Mission:

The Committee has a remit to ensure that Oncology graduate programmes of study are run and managed to the highest standard delivering teaching and research excellence. The committee is responsible for ensuring that the Department is compliant with University policies and procedures and that appropriate departmental policies are developed as required.

Frequency of meetings: The committee will meet termly.

Terms of Reference:

- To ensure that students are admitted and carry out their studies in accordance with university and departmental policy.
- To ensure that supervisors carry out their academic and pastoral responsibilities in accordance with university and departmental policy.
- To administer all student funding available to Oncology students e.g. department funds and divisional funds.
- To recommend student number targets.
- To monitor recruitment and advise on best practice to ensure the highest standard of students are attracted to Oncology.
- To monitor the development of new graduate programmes of study.
- To monitor student progression and identify trends which may need addressing.
- To oversee the development and delivery of a training programme to support graduate students liaising with the Oncology Training and Development Committee where appropriate.
- To ensure that the estate of the department is fit for purpose for graduate study.
- To ensure that students adhere to any legal requirements relating to their study eg Health & Safety, Data Protection, Good Clinical practice.