



GSC Sub-Committee on Postgraduate Taught Programmes and Microcredentials

Terms of Reference and Membership

Purpose

The subcommittee of GSC reviews, advises on, and recommends Postgraduate Taught Programme and Microcredential proposals (new and major revisions as well as suspensions and cessations) to GSC for approval. The subcommittee structure will be piloted in 2026-27 and, in consultations with stakeholders, reviewed thereafter.

Scope

New proposals and major programme revisions as described in the [Programme and Curriculum Design and Approval Policy](#), including validated programmes, micro-credential proposals, and the suspensions/cessations of postgraduate taught programmes¹. PhD category 4 modules are out of scope.

Terms of Reference

- i. To support proposers and schools with their proposals through coordinated expert advice pertaining, but not limited to policies, regulations, pedagogy, marketing, employability.²
- ii. To ensure proposed programmes are coherent offerings, and that there is no overlap with existing approved programmes, and the proposals have appropriate information on target markets and for relevant learners.
- iii. To ensure that proposed programmes are quality assured and meet the required standards, criteria, and regulations.
- iv. To ensure that programmes align with the university's strategic plan/objectives.
- v. To make recommendations to GSC, as appropriate, regarding proposals for postgraduate programmes and micro-credentials.
- vi. The sub-committee will report on an annual basis to GSC on the number and range of programmes it has considered and may include recommendations required to maintain the quality of the suite of postgraduate taught programmes.

Membership

Proposed Membership of the sub-committee is as follows:

- Chair: Associate Dean of Graduate Studies
- Secretary: Education Support Manager (Academic Affairs)
- 3 co-opted Academics (e.g. from cognate disciplines as appointed by the Chair) on a rotational basis

¹ Suspensions and cessations can be approved / recommended by Chair of the sub-committee without convening a meeting, when required.

² Financial viability of the programme proposal are considered by School Executive and Faculty Dean/Executive



- Assistant Academic Secretary (Graduate Education)
- Representative from Students Union
- Consulting members: Representative from Centre for Academic Practice³; Representative from Trinity Global³, Representative from Careers and Development³.
- Other co-opted members as needed (e.g. Academic Registry, IT services, Trinity Access, additional academic staff etc.).

Meeting arrangements

The sub-committee will schedule meetings at least twice a term with additional meetings arranged as required, convened by the Chair.

The quorum for a meeting of the sub-committee will be one third of the total number of members, rounded up to the nearest whole number, plus one.

Terms of Reference will be reviewed by GSC on regular basis.

Meeting dates for the sub-committee will new published on Academic Affairs website.

³ Subject to review. Designated committee members from professional units will be expected to support proposers from early stages of proposal development.