

# University and Chancellor's Medals

## 1.0 Purpose

## 2.0 Scope

## 3.0 Procedure

### 3.1 University Medal | 3.2 Chancellor's Medal for Excellence in PhD Thesis

## 4.0 Definitions

## 5.0 Information

## 6.0 Related policy documents and supporting documents

## 1.0 Purpose

This procedure describes the eligibility, criteria and selection process for the awarding of the University and Chancellor's Medals.

## 2.0 Scope

This procedure applies to:

- Bachelor degree and Bachelor Honours degree students;
- Masters (Extended) degree students; and
- PhD candidates.

## 3.0 Procedure

University and Chancellor's Medals recognise and acknowledge outstanding academic and/or research achievement.

### 3.1 University Medal

The University Medal is designed to recognise the academic excellence of graduates who have:

- completed the requirements for a three-year (or more) Bachelor degree of Griffith University; and
  - been awarded a Bachelor degree with Class I Honours, either:
    - by undertaking an additional full-time year of study (or equivalent) following the completion of the Bachelor degree ('end-on honours'); or
    - on the basis of performance in the four or more years of the Bachelor degree ('concurrent honours' or 'embedded honours'); or
- completed the requirements for a three-year (or more) Masters (Extended) degree with a 40CP research component.

#### 3.1.1 Eligibility

The University Medal is an award of rare excellence. As such, there is no annual quota for recipients of the award. It is awarded solely on the basis of academic merit, which is established by meeting the eligibility criteria.

The University Medal shall be awarded on the basis of the Grade Point Average (GPA) obtained by a student calculated according to the method set out in the Calculation of Grade

Point Average Local Protocol. The GPA shall be calculated on only those courses undertaken at Griffith University.

### **3.1.1.1 Bachelor degree and Bachelor Honours degree**

To be eligible for the award of the University Medal, a student must have:

- completed at least three years of full-time study (or equivalent) (i.e. 240CP) in a Bachelor degree or Bachelor Honours degree at Griffith University;
- met the requirements for a Bachelor degree with Class I Honours;
- achieved a minimum GPA of 6.5 across the entire Bachelor Honours degree. Where Honours is taken as an additional year, a graduate must also have achieved a GPA of 6.5 in the coursework component of the Honours program; and
- achieved a Class I Honours standard, as set by the Academic Committee for the Honours Dissertation, where there is a dissertation requirement of 30CP or more in the Bachelor Honours degree.

A student who enrolled in a Bachelor degree program for more than one year full-time study (or equivalent) in excess of the normal minimum period required for the award of a Bachelor degree with Honours shall not be recommended for a University Medal, unless there is evidence of exceptional circumstances.

### **3.1.1.2 Masters (Extended) degree**

To be eligible for the award of a University Medal, a student must have:

- completed at least three years of full-time study (or equivalent) in a Masters (Extended) degree at Griffith University with a 40CP research component;
- met the requirements for a Masters degree with distinction;
- achieved a minimum GPA of 6.5 over the entire degree; and
- achieved a minimum GPA of 6.5 for the 40CP research component.

A student who enrolled in a Masters (Extended) degree for more than one year full-time study (or equivalent) in excess of the normal minimum period required for the award of a Masters degree shall not be recommended for a University Medal, unless there is evidence of exceptional circumstances.

### **3.1.2 Procedure for award**

Dean (Learning & Teaching) shall approve candidates for the award of University Medal, on the recommendation of the School Assessment Board, and ask the Council to award the University Medal at a ceremony for the conferring of degrees. It is expected that an award of the University Medal would coincide with the award to the student of their degree.

### **3.1.3 Approved form of medal**

The approved form of the medal shall be as follows:

- Diameter: 50 mm
- Colour: Antique Bronze
- Obverse: full Arms of Griffith University
- Reverse: the words to include "for Academic Excellence" cast into the top half, with the winner's name and year to be engraved below.

## 3.2 Chancellor's Medal for Excellence in PhD Thesis

Griffith University's recognition of a Doctor of Philosophy (PhD) candidate achievement in research through the award of the Chancellor's Medal for Excellence in the PhD Thesis (the 'Chancellor's Medal') raises the profile of the research being successfully undertaken. Recipients of the awards are likely to benefit in terms of their competitiveness in the employment sector. Recognition of high achieving PhD graduates is important in raising the aspirations of all candidates, improving the range of employment destinations and acknowledging the importance of quality PhD completions to Griffith University's research outcomes. The Chancellor's Medals are to be awarded annually for excellence in the PhD thesis. Each recipient shall receive a medal and \$1,000. Each of the Academic Groups shall nominate an eligible candidate for an award.

### 3.2.1 Eligibility

To be eligible for the Chancellor's Medal, candidates must have:

- received the Award of Excellence in the Research Thesis from the Dean, Griffith Graduate Research School (refer to section 9.7 of the *Higher Degree by Research Policy*);
- been enrolled in the Doctor of Philosophy (PhD), Doctor of Philosophy in Clinical Psychology (PhD Clin Psych), or the Doctor of Philosophy in Organisational Psychology (PhD Org Psych) degree; and
- be conferred within the previous calendar year.

### 3.2.2 Selection criteria

The criteria for selection of the outstanding PhD thesis of the year are:

- significance of the work in the field; and
- quality of the thesis, as a thesis.

The evidence to be used shall include:

- strength of recommendation in examiners' reports including Chairperson of Examiners report; and
- the thesis.

### 3.2.3 Procedure for award

The Griffith Graduate Research School (GGRS) administers the award scheme:

- determination of eligibility is carried out by GGRS on an annual basis, in respect of the previous year's conferrals;
- each Academic Group shall convene a Committee chaired by the Pro Vice Chancellor to rank eligible candidates and to nominate the Group's top ranked candidate to the Dean, Griffith Graduate Research School. The Group Committee shall consider examiners' reports and copies of theses for eligible graduates against the criteria for selection;
- The Dean, Griffith Graduate Research School shall recommend candidates to the Deputy Vice Chancellor (Research) for the Chancellor's Medal; and
- On the recommendation of the Dean, Griffith Graduate Research School, the Deputy Vice Chancellor (Research) shall approve the Chancellor's Medal, for presentation at the July graduation ceremony.

### 3.2.4 Approved form of medal

The approved form of the medal shall be as follows:

- Diameter: 50 mm
- Colour: Gold
- Obverse: full Arms of Griffith University
- Reverse: the words to include "Chancellor's Award for Excellence in the Doctor of Philosophy" cast into the top half, with the winner's name and year to be engraved below.

## 4.0 Definitions

**Exceptional circumstances** are those that are outside the students control that have significant impact and may include health or medical conditions, family/personal grounds, and natural or other disasters.

**Full-time study (or equivalent)** - where a student has undertaken part-time study the duration of the study period will be appropriately adjusted.

## 5.0 Information

Title	University and Chancellor's Medals Procedure
Document number	2024/0000004
Purpose	The procedure describes the eligibility, criteria and selection process for the awarding of the University Medal and Chancellor's Medals for Excellence in the PhD Thesis.
Audience	Staff; Students
Category	Academic
Subcategory	Student Services
Approval date	23 November 2023
Effective date	22 January 2024
Review date	2025
Policy advisor	Senior Manager, Graduations
Approving authority	Provost

## 6.0 Related Policy Documents and Supporting Documents

Legislation	N/A
Policy	<a href="#">Student Scholarships, Prizes and Awards Policy</a> <a href="#">Calculation of Grade Point Average Local Protocol</a> <a href="#">Higher Degree by Research Policy</a>

Procedure	<a href="#"><u>Program Attributes and Requirements Procedure</u></a> <a href="#"><u>Qualifications Procedure</u></a>
Local protocol	N/A
Forms	N/A