

REGULATIONS FOR THE AWARD OF HIGHER DOCTORATES BY COMPLETED WORK

DEng; DLitt; DSc; LLD

RDC-F

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REGULATIONS FOR THE AWARD OF HIGHER DOCTORATES BY COMPLETED WORK

Candidates may obtain the Higher Doctorates of either DEng, DLitt, DSc or LLD on the basis of previously completed work. This is a retrospective assessment of the work submitted, of the research expertise employed in its creation, and assessment of its context, influence and impact in relation to the developing state of the art in the discipline area concerned, and is offered subject to the conditions outlined below.

F1 Academic Application Requirements

To be eligible to register for a Higher Doctorate by this mode, candidates must meet one of the following criteria:

- a) a current staff member of Teesside University who, at the time of the application for a *prima facie* case being made, has been employed by the University for no less than four years, and who is a Bachelor or Master graduate of at least seven years standing from any recognised university;
- b) a person who was awarded the PhD degree by Teesside University and has held the degree for a minimum of four years;
- c) a person who is a Bachelor or Master graduate from Teesside University and has held the degree for a minimum of seven years.

F2 Prima Facie Case

The Postgraduate Research Assessment Board ('the Board') will establish initially whether the candidate has a *prima facie* case to be assessed for the award of a Higher Doctorate, in consultation with the Dean of School for the discipline area of the degree (the "relevant" School) and the Pro-Vice Chancellor for Research & Innovation.

The application towards establishment of a *prima facie* case shall consist of the contents set out at F3 and F4.

The process of application shall require the applicant to first approach the Board, through the Chair and Secretary, indicating their intention to apply. The Board officers shall confirm the formalities and content of the application with the applicant and provide a time period within which the Board, Dean of the relevant School, and Pro-Vice Chancellor may receive the application in order to establish the *prima facie* case.

All applications shall be considered by a full meeting of the Board, supported by a recommendation from the Dean of the relevant School and the Pro-Vice Chancellor for Research & Innovation, that a *prima facie* case has been established.

F3 Elements of an application to establish a *prima facie* case

The application to establish a *prima facie* case will consist of the following elements:

- a) A full curriculum vitae, including indicators of academic and professional esteem;
- b) A full list of completed works, published and/or in the public domain;
- c) A proposed title for the submission;
- d) A statement of minimum 1000 words setting out the basis for the submission, how the completed work will be contextualised and presented, and in support of the applicant's case;
- e) The names of three referees, external to the University, who may be contacted in order to inform the Board's consideration and in support of the applicant's case.

Once the Board has agreed that a *prima facie* case has been established, the candidate will be given a period within which the submission for assessment must be made and the fee for assessment paid. All successfully established *prima facie* cases will be reported to the Academic Board of the University.

F4 Content of the submission for assessment

The work that is intended to form the substance of the submission may consist of the following:

- a) completed books, either monographs or of joint authorship;
- b) published scholarly articles;
- c) other forms of completed work in the public domain, such as media;
- c) reports or work of an advisory nature, informed by research.

The work submitted must constitute a coherent whole, demonstrating scholarship that makes a substantial and original contribution to the field. No work included in the submission may have been previously assessed for the award of a degree at any level at any university or educational institution.

F5 Format of the submission for assessment

The Board may, as appropriate, accept for assessment a wholly published version or require that the work be submitted in the form of a thesis and/or portfolio. In either case, the copies submitted for assessment shall remain the property of the University but the copyright shall be vested in the candidate or other previous holder, save that the candidate may be required to make one electronic copy available through open access.

F6 Joint Authorship

Where jointly authored publications are included in the submission, the candidate must give clear and detailed evidence of the level of contribution which the candidate made to the work. This should be supported by correspondence from the co-authors incorporated into the final submission.

F7 Assessment of submission

The submitted work will be assessed by a team of at least three assessors appointed by the Board, in consultation with the Dean of the relevant School and the Pro-Vice Chancellor for Research & Innovation, all acting on behalf of the Academic Board of the University.

For a candidate who is currently employed by the University, all three of the assessors must be external to the University; for a previous graduate of the University, not currently employed by the University, two of the assessors must be external and the third assessor may be internal to the University.

Assessors must meet the normal eligibility requirements for assessment of Higher Degrees by Research, as set out in RDC-E6.4, E6.5 and E6.6. Assessors, in consultation with the Board, may request that an oral assessment be conducted with the candidate if required to establish the merits of the submission for the award of a Higher Doctorate, but assessment may be on the basis of the submitted work only if the assessor deem this appropriate.

F8

Assessment outcomes

The assessors may recommend to the Board:

- i) that the candidate be awarded the degree;
- ii) that the candidate be awarded the degree subject to amendments being made to the submission. Such amendments may only apply to any supporting material included in the submission specifically for the purposes of the degree assessment and not to any completed work. The period allowed for the making of amendments will be specified by the assessors up to a maximum of six months;
- iii) that the candidate not be awarded the degree.

Assessor recommendations will be ratified by the Board. All outcomes of assessment for Higher Doctorates will be reported to the Academic Board of the University.

Where the assessors recommend that the degree not be awarded, the candidate may make one further application for a *prima facie* case to be established again and, on that case being established, make one further submission for assessment. The second application for *prima facie* case may only be made after a period of two years has elapsed from the point at which the first assessment decision was ratified by the Board.