

Equivalency Case Guidance for HDR Admission and Scholarship Eligibility: Professional Qualifications and Experience

Group: Griffith Business School

Where an applicant does not demonstrate honours (honours 1 for scholarship eligibility) equivalence via their formal academic qualifications, their knowledge and skills should be assessed through evaluation of combined experience and outputs. Professions may vary widely in the types of skills/activities/outputs deemed relevant for HDR admission / scholarship eligibility, therefore, to assist with assessing equivalency of applicants, the following has been developed based on the professional pathway(s) the Griffith Business School aspires to support.

A case for equivalency needs to demonstrate learning and skills that are equivalent to an Australian Bachelor Honours Degree as per AQF specifications.

HDR convenors, when assessing equivalency, may also wish to address the applicant's attainment against specific knowledge skills and dispositions as outlined below:

- Prior Knowledge
 - Bachelor's degree level knowledge of the discipline
 - Knowledge of research principles and problem solving
 - Understanding of research methods used in the discipline.
- Prior Skills
 - Writing and analytical skills demonstrated by development of a preliminary research proposal
 - Cognitive skills appropriate to Honours or Master level outcomes where appropriate
 - Verbal communication skills demonstrated by interview with prospective supervisor
 - Technical skills appropriate to research in the discipline.
- Dispositions
 - Motivation and enthusiasm for the program
 - Capacity for independent thought
 - Capacity for teamwork where appropriate

Examples of activities which may be used to demonstrate equivalence may include:

Prior Study (irrespective of year obtained)

- Bachelor's degree
- Executive training
- Graduate diploma

Professional/Research Outputs –

- High quality publications, such as books, book chapters, case studies, conference papers, journal articles, and technical reports (including evidence of clarity, length, and contribution)
- Editorial contributions to scholarly journals and other professional publications (e.g., *The Conversation*)
- Development of grant and tender applications (noting outcome, if known)
- Assessment of grant and tender applications

- Management of capital investment scheme, funding arrangement, and/or budget framework
- Successful patent(s) with a research component or development of a technology with a practical application
- Evidence of disseminating knowledge to academic community, learned society, and/or professional group (e.g., blog post, conference presentation, creation of website, hosting of podcast, keynote speech, production of video, public lecture)
- Management of small-scale projects over several months (e.g., risk assessment reports, feasibility studies, pre-lending reviews, site analysis)
- Independent management of large-scale, multi-year project of activities (i.e., involving a problem/puzzle, question, relevant literature, design, methodology, data, analysis, findings, and implications etc)

Professional/Research Experience –

- Delivery of research training (preferably acknowledged by appropriate peer recognition)
- Evidence of transferable skill(s) relevant to research project (e.g., data collection, research planning, statistical analysis)
- Development and implementation of business/strategic plans
- Involvement in research commercialisation project(s)
- Writing of documentation related to governance, policy, procedure, and/or process
- Work with a community program that achieved positive social impact
- Employed by external stakeholders in an expert capacity (e.g., consultancy)
- Provided advisory services to external stakeholders as an expert
- Fellowship, membership, or residency of learned organisation through study, examination, and/or practice
- Active membership with an industry association
- Awards, testimonials, or other forms of recognition that acknowledge expertise
- Service on company boards and/or executive committees relevant to research/professional activity
- Evidence of leadership (the ability to guide, inspire and influence others in the attainment of organisational goals)
- Facilitation of statutory and regulatory compliance in accordance with legislature
- Development and maintenance of community, industry, and/or professional network
- Service in the Australian Defence Force (two years minimum and weighted according to rank obtained)

Example 1 – Professional Pathway = Policy Officer (e.g., professionals with extensive experience and expertise in developing and implementing public policies invited to apply for research project opportunities across a range of policy areas and issues).

PRIOR STUDY

Bachelor of Public Policy and Economics completed in 2012. The degree was awarded with distinction.

RESEARCH/PROFESSIONAL OUTPUTS

Major author of multiple and substantial Policy Reports (i.e., 10,000+ words) for Government Ministers from 2017-2021, that are publicly available documents. The reports were completed with scientific rigour as detailed below and were utilised by multiple Departments in the development of policies related to resource management and sustainability.

RESEARCH/PROFESSIONAL EXPERIENCE

EL1 Policy Officer at Department of Home Affairs employed full time since 2015, responsible for providing timely, accurate and persuasive research and advice, underpinned by analysis, contextual awareness, and stakeholder

consultation, through reports to support the provision of complex policy advice in alignment with clearly established strategic priorities and procedures.

Lead project to review Policy Framework in 2017-2018.

Professional referees provided indicate that the applicant performs to a high standard and the work involved, including production of reports, is of a level of complexity befitting honours 2A learning outcomes.

ADDITIONAL COMMENTS

Research project is in an Area of Strategic Investment, aligned to the Centre for Governance and Public Policy. Applicant was recruited through an advertised industry (QLD Government)-University collaborative project focused on the role of public consultation in policy formation. The applicant was identified as the preferred candidate based on prior experience that is relevant to the proposed project, and employment that is directly aligned to the proposed project. The applicant is highly motivated to complete a HDR program.

Example 2 – Professional Pathway = Finance and Risk Officer (e.g., professionals with extensive experience and expertise in helping organisations achieve their objectives through sound financial management, corporate governance, and risk management).

PRIOR STUDY

- *Bachelor of Business (Accountancy), Queensland University of Technology, 2005*
- *Graduate Diploma of Chartered Accounting, Chartered Accountants Australia and New Zealand, 2008*
- *Graduate Diploma in Applied Corporate Governance, Governance Institute of Australia, 2019*
 - *National dux for the subject, Public Sector Accountability and Transparency*

RESEARCH/PROFESSIONAL OUTPUTS

Leading the preparation and co-ordination of the delivery of annual financial statements and budgets in the context of a statutory authority; undertaking risk assessments and evaluations; developing governance frameworks to support informed decision making and oversight, including areas where no governance has existed previously; coordinating preparation of papers for the Board and Risk and Audit Committee on the areas of responsibility, including attending meetings as required; preparation of quarterly reporting to the responsible Minister on financial and operational matters as per legislative requirements; business case preparation and providing financial advice on strategic initiatives; and developing and maintaining compliance framework and associated policies, implementing new initiatives as required.

RESEARCH/PROFESSIONAL EXPERIENCE

Head of Risk and Assurance at a commercial enterprise with over \$1.5B in revenue and \$5B in assets under management. Professional experiences includes communicating and working with executive leaders to gain buy in for finance, risk and assurance activities; critical thinking and analysis of organisational issues and communicating this through appropriate reporting including board submissions; providing advice and leadership on the design and implementation of governance frameworks to support business requirements; conducting risk identification, management and monitoring activities and advising the organisation to support decision making; ensuring appropriate financial, record management, risk management and audit controls are in place; overseeing the procurement function and ensuring purchasing policies align to Government best practice; responsibility for the corporate insurance program; ownership of the fraud and corruption risk management framework including policy development, promotion, education and action throughout the business; being the primary contact and relationship manager for internal audit activities including determining and agreeing yearly audit plans and coordinating audit

requests on behalf of business areas; and monitoring of audit action items, including working with business areas to ensure successful completion.

Professional referees provided indicate that the applicant performs to a high standard and the work involved, including production of reports, is of a level of complexity befitting honours 2A learning outcomes.

ADDITIONAL COMMENTS

Research project is in an Area of Strategic Investment, aligned to the Department of Accounting, Finance, and Economics. Applicant was recruited through an advertised industry (Chartered Accountants Australia and New Zealand)-University collaborative project focused on the role of risk in corporate governance, specifically board dynamics and diversity. The applicant was identified as the preferred candidate based on prior experience that is relevant to the proposed project, and employment that is directly aligned to the proposed project. The applicant is highly motivated to complete a HDR program.