

Portfolio:	Fellowship Engagement	Ref. No.	TOR-3162
Department:	Global Health		
Title:	Global Health Scholarships Panel (GHSP)		

1. PURPOSE AND SCOPE

This policy sets out the Terms of Reference for, and the function of, Global Health Scholarships Panel (GHSP), formerly the Global Health Scholarships Committee established in 2006. The GHSP is the panel responsible for the co-ordination, selection, and monitoring of RACS Global Health Scholarships.

2. KEYWORDS

Committee, Surgical, Research, Scholarship, Terms, Reference, Grant, Global Health, International Development

3. BODY OF POLICY

3.1. Duties and Responsibilities

The Global Health Scholarships Panel (GHSP) is accountable to the Australia and Aotearoa New Zealand Scholarships and Grant Committee (ANZSGC) for the fulfilment of the duties and responsibilities outlined below:

3.1.1 Objectives

- a. To foster a surgical global health scholarship, training, and research milieu within RACS
- b. To increase RACS' Global Health profile amongst Fellows, Trainees, international Colleges and partners and the wider community
- c. To develop and approve new scholarship/grant policies and changes to existing policies, and report these to ANZSGC for approval

3.1.2 Duties and responsibilities

- a. To recommend the list of successful scholars after a thorough and ratified selection process. The Global Health Program Steering Group (GHPSG) and International Engagement Committee (IEC) will then approve the list of successful scholars
- b. To create initiatives aimed at enhancing the profile of participation of international scholars through RACS and in Australia
- c. To ensure scholarship holders undertake and meet the requirements of Global Health scholarships
- d. To be responsible for the full range of issues relating to the development and implementation of Global Health scholarship, fellowship, and grant policies
- e. To ensure effective communication of information about scholarship, fellowship and grant issues and promulgation of policy decisions
- f. To ensure that an appropriate selection and monitoring process is used to make timely decisions about the allocation of scholarships, fellowships and grants and their reporting to the ANZSGC
- g. To oversee RACS administration relating to the named awards
- h. The Chair will have the delegated authority to make decisions about the scholarship portfolio in the period between meetings

Approved By: International Engagement Committee

Original Issue: November 2023

Document Owner: Head of Global Health

Version: 1

Approval Date: November 2023

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3.2. Powers

The Global Health Scholarship Panel has powers to review and select scholars for recommendation and approval by ANZSGC. This may include approval of policies, manuals, and plans, and appointment of members.

3.3. Composition and Size

GHSP will consist of members and invitees, both with voting rights; and those in attendance, who have no voting rights.

Panel members are:

1. Chair, who is also representative to ANZSCG
2. Deputy Chair
3. RACS Fellows elected by the IEC via Expressions of Interest (EOI)

Invitees are:

4. Chair, Scholarship Evaluation and Monitoring Committee
5. Chair, Global Health
6. Global Health Program Steering Group representative

In attendance:

7. RACS Head of Global Health
8. RACS GH Grants Manager
9. RACS GH International Scholarships Program Coordinator

3.4. Tenure and Method of Appointment

3.4.1 New members of GHSP are appointed via Expressions of Interest (EOI) if any current members vacate positions, or as required to constitute a quorum.

3.4.2 All positions are for three-year terms and are entitled to serve a maximum of nine years consecutively.

3.4.3 Conditions of the GHSP Chair and Deputy Chair are as follows:

- a. The positions of Chair and Deputy Chair are to be filled by a majority vote of current GHSP panel members.
- b. The Chair selection is to be reviewed by the current IEC Chair. A nomination will then be sent to ANZSGC for ratification.
- c. The Chair will also serve as an IEC representative of ANZSGC. The Deputy Chair will fulfill all responsibilities in the Chair's stead, and as per the needs of the panel, for the duration of any Chair absences.
- d. The Deputy Chair will fulfill all responsibilities in the Chair's stead, and as per the needs of the panel, for the duration of any Chair absences.

3.5. Meetings

GHSP will hold four meetings per year and any other meetings deemed necessary. The RACS President and Chief Executive Officer may attend any meeting and the President may chair any meeting. Invited persons are welcome to attend all or part of a meeting but do not have voting rights.

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3.6. Quorum

Five members of GHSP will constitute a quorum.

3.7. Accountability

3.7.1 GHSP is accountable to ANZSCG for fulfillment of the duties and responsibilities outlined in the Terms of Reference.

3.7.2 GHSP proceedings shall be recorded in minutes and be reported to ANZSGC for noting.

3.7.3 ANZSGC will provide reports to the Foundation for Surgery for noting.

3.7.4 To meet due diligence standards, the outcome of successful scholars will be reported for noting to the ANZSGC Chair.

3.8. Secretariat

The Secretariat will be the RACS GH International Scholarships Program Coordinator.

3.9. Access to policy

This policy may be accessed by RACS and staff.

4. ASSOCIATED DOCUMENTS

MANUAL: The Chairing and Participating in Meetings Manual

POLICY: Expressions of Interest – RACS Committees and Working Groups

Approver and Authoriser:

Australia and Aotearoa New Zealand Scholarships and Grant Committee (ANZSGC)