



Minutes of meeting 03/17 of the University Research Committee held on 6 September 2017 in the RSO Presentation Room 20.106.

Present:

Prof J Raper (*Chair*)

Prof D Adams
Prof J Beck
Prof N Dixon
Prof P Innis
Mr O Khalifa

Prof V Mackie
Prof T Marchant
Ms S Martin
Dr S O'Shea
Prof W Price

A/Prof M Randle
Prof R Roberts
Prof A Sims

Secretary

Ms J Evans

PART A PRELIMINARY BUSINESS

A1 Welcome and Apologies

Apologies were received from Prof N Castree, Prof K Clapham, Ms S Flint, Prof C Gibson, Mr K Krauter, Prof R Lewis, Prof P McGuirk, Prof S Robinson, Prof D Steel and Prof W Vialle.

Dr S O'Shea representing Prof N Castree and Prof A Sims representing Prof R Lewis. Ms J Sullivan, Manager Academic Quality and Policy, attended for discussion of Agenda Item B3.

A2 Arrangement of the Agenda

Agenda items A2, A3, A4, B2, B3 and B5 were starred for discussion.

A3 Business from the Last Meeting

A3.1 Minutes of the Previous Meeting (7 June 2017 - 02/2017)

Resolved (18/17)

That the minutes of the University Research Committee meeting held on 7 June 2017 (02/2017) be confirmed as a true record.

Action: J Evans

A4 Chair's Business

New Appointments

The Chair welcomed A/Prof Melanie Randle to her first meeting as the new Associate Dean Research for the Faculty of Business.

Research Engagement and Impact (REI) Forum

A successful all staff Research Engagement and Impact Forum was held on 31 August and the Chair thanked all those involved. Guest speaker was Prof Sue Thomas, new ARC CEO, who provided an overview of the national REI agenda and also launched the new UOW Partners for Research Impact publication. The Forum also saw the launch of the UOW Scholars Competition, which aims to enable researchers to add Impact Stories directly within their profiles.

ARC Centre of Excellence for Electromaterials Science (ACES) Review

The ARC site visit was held on 9 August for the ACES mid-term performance review, the outcomes of which will help to determine the Centre's funding extension to 2020. The ARC report and recommendations are expected by the end of September 2017.

ARC Centres of Excellence (COE) for funding in 2020

The Research Services Office (RSO) will soon put out a call for Expressions of Interest for the ARC COE 2020 funding round, where UOW is the lead or a collaborating organisation. It was noted that these proposals require a significant cash contribution from the faculty(ies).

ARC Laureate Fellowships

The RSO will be asking for nominations for Laureate Fellowships from faculties with the next round due to the ARC by 9 November 2017. The Chair welcomed both internal and external candidates, noting that there are two named female Australian Laureate Fellowships - a *Kathleen Fitzpatrick Australian Laureate Fellowship* to a highly ranked female candidate from the humanities, arts and social science disciplines, and a *Georgina Sweet Australian Laureate Fellowship* to a highly ranked female candidate from the science and technology disciplines. The RSO is available to assist potential candidates with their applications.

Heads of School and ADRs Planning Day

A Heads of School and Associate Deans Research Planning Day is scheduled for 17 November to develop plans for the next two years' research activities. The program will be finalised and circulated soon.

Deputy Vice-Chancellor (Research and Innovation) – Leave Arrangements

While the DVC-RI is on leave from 7 to 21 September, Prof Tim Marchant will be acting DVC-RI from 7 to 12 September and Prof Will Price from 13 to 21 September.

External Advisory Committees

The Governance and Legal Unit is seeking information on any external advisory committees in place across UOW. These are committees and boards that include external members of the community and that provide advice to senior leaders within the University about various operational and research areas. Information on external advisory committees/boards is due to Nancy Huggett by **15 September**.

THE Rankings Results

The Dean of Research advised that the Times Higher Education rankings were released overnight with UOW going from 273 to 274 in the 2018 rankings. The Committee discussed the rankings compared to other Australian Universities and noted that UOW's impact factor is lower than most other universities in the same band (251-300 band).

PART B GENERAL BUSINESS

B1 Research and Innovation Division Report

The Research and Innovation Division Report was noted.

B2 Higher Degree Research (HDR) Student Update

The Dean of Research discussed the HDR Student Lifecycle Review Final Report as attached to the agenda and advised:

- All HDR Policies have now been revised.
- Research Training is being intensified for both students and supervisors including the recent demonstration of Epigeum Online Courses with a view to purchasing the Research Supervision and Training Modules.
- It will be compulsory for principal supervisors to do additional research training.
- The revised Supervision Policy now places a cap on supervisions and this will need to be managed by the Heads of Postgraduate Studies (HPS) of each faculty.
- The new Graduate Research School Moodle Site is up and running providing a range of information for students and supervisors.
- The Dean of Research and Associate Dean Graduate Research taught a new subject 'Research Ethics and Integrity' during Autumn Session as part of the new Masters of Research Course. This subject will also be available online from 2018.
- A course on entrepreneurship is also in production with commencement expected in 2018/2019.
- Training was recently conducted for Heads of Postgraduate Studies with approximately 20 attendees and will be run at the beginning of each session.

B3 TEQSA Re-Registration Update

Ms Jan Sullivan provided an update on the UOW TEQSA Re-Registration due at the end of September 2017. TEQSA has asked the University to provide evidence of how UOW are meeting the core Higher Education Standards, as well as an additional two standards: Higher Degree Research Training and Offshore Delivery. The research-related context statements have been developed and are attached to the agenda papers. Committee members were asked to provide feedback on the statements by Friday 8 September. It was noted that these have been prepared with input from key RAID research personnel and any further feedback is welcomed.

TESQA has made a further separate request to provide a statement and evidence that UOW is meeting research supervision standards, in particular that each HDR Student has a principal and co-supervisor. The Dean of Research advised that an audit is being undertaken on the supervisory arrangements for all currently enrolled HDR Students. He noted that approximately 8% of HDR students have only one recorded supervisor on the system. Emails have been sent to those supervisors to request further information.

The Committee noted that in a number of these cases it is possible that the student does have a second supervisor, but that this information may not have been recorded in the HDR Student System. The Committee agreed that a number of internal processes and system changes will be required to accommodate more accurate recording and monitoring of co-supervisors.

Ms Sullivan advised that TESQA would be interested in the results of the audit, and what internal processes will be put in place to rectify any issues to ensure that the University is meeting the HDR Supervision standards going forward. The Committee suggested that each session all HDR students should be asked to update details of their supervisors and any non-compliance issues would need to be rectified. It was also suggested that an annual report on HDR matters be provided to the URC including information on enrolment and completion rates, research training, governance and support initiatives and a compliance review against the Higher Education Standards.

Resolved (19/17)

That the University Research Committee:

- (i) *Provide feedback on the TEQSA research-related context statements by Friday 8 September; and*
- (ii) *Note the results of the audit of supervisory arrangements as discussed by the Dean of Research including plans for rectifying any non-compliance with the Higher Education Standards; and*
- (iii) *Request an annual report on HDR matters be provided including information on enrolment and completion rates, research training, governance and support initiatives and a compliance review against Higher Education Standards.*

Action: All Committee Members, T Marchant, S Robinson

B4 Research Engagement and Impact Update

Resolved (20/17)

That the University Research Committee:

- (i) *Note the presentation on Research Engagement and Impact: Pilot Results and Program of Work; and*
- (ii) *Forward the agenda paper, as attached, to Academic Senate for noting.*

Action: R Cook

B5 Review of UOW Centres and Institutes (incl. Research Strengths)

The Director, Research Services Office tabled Draft Terms of Reference for the upcoming Review of UOW Research Centre and Institute Guidelines. The Guidelines commenced on 18 June 2015 and as per the UOW Policy Directory Review Schedule are due for review.

The Committee noted the proposed establishment of a URC Working Group to undertake the review of the Guidelines, in particular the requirement for all existing and proposed new University Research Centres and Institutes (including Research Strengths) to formally apply to renew their status for support from 2018 onwards.

The Committee noted the key issues to be considered as part of the review, in particular whether the University wishes to continue with the concept of Research Strengths in the future. The RSO will begin the review process by meeting with each ADR from mid-September to map and discuss the status of current UOW and Faculty Centres and Institutes.

The Director RSO asked that members contact her directly with any further feedback on the Draft Terms of Reference or if they are interested in being part of the Working Group.

Resolved (21/17)

That the University Research Committee

- (i) Note the Terms of Reference for the Review of the UOW Research Centre and Institute Guidelines;*
- (ii) And provide further feedback to the Director, Research Services Office.*

Action: S Martin

PART C MATTERS FOR NOTING

C1 Matters from Research Integrity Committee

C1.1 Rescission of Fieldwork Monitoring Policy for Animal Research

Resolved (22/17)

That the University Research Committee endorse the rescission of the Fieldwork Monitoring Policy for Animal Research and forward to Academic Senate and Council for approval.

Action: M Weatherall

C1.2 Rescission of Animal Handling Policy

Resolved (23/17)

That the University Research Committee endorse the rescission of the Animal Handling Policy and forward to Academic Senate and Council for approval.

Action: M Weatherall

C1.3 Rescission of Honorary Postdoctoral Research Associates Policy

Resolved (24/17)

That the University Research Committee endorse the rescission of the Honorary Postdoctoral Research Associates Policy and forward to Academic Senate and Council for approval.

Action: M Weatherall

C2 Matters from Thesis Examination Committee

C2.1 Thesis Examination Committee Meeting Summaries for 7 June 2017, 5 July 2017 and 2 August 2017.

Resolved (25/17)

That the University Research Committee note the Thesis Examination Committee Summaries for the 7 June 2017, 5 July 2017 and 2 August 2017 meetings.

Action: S Flint

C3 Matters from Research Information Technology and Systems (RITAS) Committee

C3.1 RITAS Minutes from 6 July 2017 Meeting.

Resolved (26/17)

That the University Research Committee note the RITAS Committee Meeting minutes for the 6 July 2017 meeting.

Action: J Evans

PART D NEXT MEETING & OTHER BUSINESS

D1 D1.1 Next Meeting

The next meeting will be held on Tuesday 8 November 2017 at 2.30pm in the RSO Presentation Room 20.106, followed by an end of year function from 4.00pm at a location to be advised.

D1.2 Draft 2018 URC Meeting Dates

The Committee noted the draft 2018 URC Meeting Dates.

There was no other business.

The meeting closed at 10.55am.

ACTION ITEMS:

- A3.1 J Evans - file previous URC Minutes**
- B3 (i) All Committee Members – provide feedback on the TEQSA research-related context statements by Friday 8 September**
- B3 (iii) T Marchant/S Robinson - provide an annual report on HDR matters to the URC including information on enrolment and completion rates, research training, governance and support initiatives and a compliance review against Higher Education Standards**
- B4 (ii) R Cook – forward the agenda paper Research Engagement and Impact: Pilot Results and Program of Work to Academic Senate for noting**
- B5 (ii) All Committee Members – provide feedback to the Director, Research Services Office on the Review of Research Centres and Institutes**
- C1.1 M Weatherall – forward Rescission of Fieldwork Monitoring Policy for Animal Research to Academic Senate**
- C1.2 M Weatherall – forward Rescission of Animal Handling Policy to Academic Senate**
- C1.3 M Weatherall – forward Rescission of Honorary Postdoctoral Research Associates Policy to Academic Senate**
- C2 S Flint - file Thesis Committee Executive Summaries**
- C3 J Evans - file RITAS Committee Meeting minutes**
- D1.2 J Evans - forward 2018 URC Meeting Dates to Governance**

Signed as a true record



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Chairperson 29/11/17

