MINUTES
UNIVERSITY RESEARCH COMMITTEE

Minutes of meeting 02/18 of the University Research Committee held on 6 June 2018 in the Council Room, Building 36.

Present:
Prof J Raper (Chair)
Prof L Arnolda
Prof J Beck
A/Prof H Chen
Mr S Delfgou
Prof P Innis
Mr K Krauter
Prof V Mackie
Prof T Marchant
Ms S Martin
Prof P McGuirk
Mrs L McMahon
Dr G Peleckis
A/Prof M Randle
Prof G Spinks
Prof D Steel
Prof A van Oijen
Prof W Vialle
Prof C Zhang

Minute Secretary:
Ms J Evans

PART A  PRELIMINARY BUSINESS

A1 Welcome, Apologies and Conflicts of Interest
Apologies were received from Prof D Adams, Prof K Clapham, Prof N Dixon, Prof C Gibson, A/Prof L Kervin, Prof R Lewis and Prof W Price.

Prof G Spinks representing Prof C Gibson, Prof C Zhang representing Prof R Lewis, A/Prof H Chen representing A/Prof L Kervin, Prof L Arnolda representing Prof D Adams and A/Prof P Innis representing Prof W Price.

Mr S Delfgou and Mrs L McMahon attended for discussion of Agenda Item B6.

The Chair asked the Committee to declare if they had any conflicts of interest relating to agenda items for the meeting. There were no conflicts of interest declared.

A2 Arrangement of the Agenda
Agenda items A2, A3.1, A4, B2, B3, B4, and B6 were starred for the meeting.

Resolved (10/18)
That the University Research Committee adopt the draft resolutions for the un-starred items.
A3  Business from the Last Meeting

A3.1  Minutes of the Previous Meeting (28 March 2018 - 01/2018)
A committee member asked that the minutes be updated as follows:

- D2.1 Monitoring the Effect of the New Study Leave Policy and Implementation
  ‘A suggestion was made that an annual report be provided to the Committee
detailing breakdowns of study leave statistics *by faculty*’ be replaced with: ‘A
suggestion was made that an annual report be provided to the Committee detailing
breakdowns of study leave statistics *by faculty, gender and level.*’

The Chair advised that VCAG will be asked to provide this report annually to the
URC.

**Resolved (11/18)**
That:

(i)  *the minutes of the University Research Committee meeting held on 28 March
     2018 (01/2018), with changes to Section D2.1 as described, be confirmed as a
     true record.*

(ii) *the Chair request VCAG provide an annual report to the University Research
     Committee detailing breakdowns of study leave statistics by faculty, gender
     and level for noting.*

**Action:**  J Evans, J Raper

A4  Chair’s Business
The Chair updated the Committee about discussions held at the national DVCR’s
meeting held on 16-17 May as follows:

- The current ERA round and possible discussions with the ARC about the processes;
- A Parliamentary Inquiry into Government Research Funding has been announced
  (see Agenda Item B8).

New Appointments
- Congratulations to S/Professor Sharon Robinson who has been announced as the
  new Challenge Leader, Sustaining Coastal and Marine Zones, Global Challenges
  Program. Recruitment has begun for a new Associate Dean Graduate Research.
- Robotics expert, Prof Hugh Durrant-Whyte, has been appointed as the new NSW
  Chief Scientist and Engineer.

Awards
Congratulations to Distinguished Professor Noel Cressie from the School of
Mathematics and Applied Statistics who has been elected to the Australian Academy of
Science in recognition of his outstanding contributions to science.

**2018 Faculty Research Performance Meetings**
Annual Faculty performance meetings with the DVC(R&I), Dean of Research,
Associate Dean Graduate Research and RSO Director have now taken place, except for
the Law, Humanities and the Arts Faculty which is scheduled for October.
2018 ERA/EI
The Chair thanked everyone involved with the 2018 ERA and REI submissions. The ERA submission was certified and submitted on 11 May. The EI submission will be finalised for submission and certified on 16 July.

The RSO trialled the Vertigo Ventures Impact Tracker to support the EI 2018 submission. The Chair advised that the Impact Tracker platform is subscription-based software and the trial period is due to expire soon. On 18 June, VCAG will consider a proposal to extend UOW’s subscription for the next 3 years, using a shared costing model between the URC and Faculties.

Rankings
UOW has risen in the latest QS World University Rankings, climbing 14 places to number 218 in the world and placing 11th in Australia for overall ranking. The 2019 QS World University Rankings showed UOW made improvements in several key performance indicators including academic reputation, research citations by faculty and international students.

2019 THE Young Universities Summit
In June 2019, UOW will be co-hosting THE Young Universities Summit with Surrey University (UK). The Chair suggested there may be an opportunity to take a student representative to the Summit and asked members to contact her with any suggestions.

PART B GENERAL BUSINESS

B1 Research and Innovation Division Report
The Research and Innovation Division Report was noted.

B2 University Research Committee Terms of Reference
The Chair discussed proposed changes to the URC Terms of Reference to address recommendations arising from the 2017 Independent Academic Governance Review of Academic Senate, the URC and University Education Committee, as part of the TEQSA Accreditation process.

The RSO Director further explained the proposed changes as set out in the Agenda Paper, with the main changes being:
- New introduction section and revisions to the URC responsibilities;
- Changes and additions to the URC membership; and
- Adjustments to URC sub-committees.

It was also recommended that the Terms of Reference should include an early career researcher representative as a Committee member.

The revised Terms of Reference must be submitted to the July meeting of Academic Senate for endorsement. It was agreed that Committee members who wish to make any further changes send these directly to the Director RSO as soon as possible to ensure inclusion in the Academic Senate Agenda of 11 July 2018 (deadline 20 June).
Resolved (12/18)
That the University Research Committee:
(i) endorse the revised University Research Committee Terms of Reference and forward to Academic Senate for approval.

Action: S Martin

B3 Higher Degree Research (HDR) Student Update
The Dean of Research advised that a course review of all research degrees has begun with the first meeting of the review group held last week. The group includes a number of external members from other universities including the Deans of Graduate Studies from Edith Cowan University and Newcastle University. The process is likely to take at least 12 months and a separate consultation process will be held with Associate Deans of Research.

The 2017 Post Graduate Research Experience Questionnaire Survey results have been released showing that satisfaction levels for UOW are similar to the 2016 results. Satisfaction has decreased in a number of areas: student working environment/space and thesis examination times. The Dean of Research advised that these two issues would be explored further.

China Scholarship Council (CSC) results have been released with approximately twenty UOW Student Awards mostly from EIS and AIIM. Whilst this is an excellent outcome, the Dean of Research advised that visa assessment by the Australian Government may take up to a year and students often take up offers elsewhere due to the delay. This is an ongoing issue where UOW has no control or input.

B4 Higher Degree Research (HDR) Student Scholarship Review
The Dean of Research updated the Committee on discussions flowing from the Working Party formed to review the HDR Student Scholarship Policy. As detailed in the Agenda Paper, changes are as follows:
- No explicit guarantee for domestic first class honours students and MRes students;
- A more rigorous process for matching scholarships including a cap to the total number of matching awards to 20% of the UPA pool;
- The scholarship ranking criteria has been extensively updated;
- Proposal to increase the UPA pool with the Dean of Research to write a proposal to VCAG increase the pool of awards;
- A preliminary meeting be held after the Faculty Research Committee Ranking meetings and before the URC RAP meeting to allow members to better understand disciplinary differences and the cases being made for high quality candidates with non-standard qualifications and track records.

The Committee expressed some concerns about how the rankings would work since the point system would now be removed, in particular comparing different disciplines. It was noted that the preliminary meeting between the FRC and RAP meetings would help address these issues and that the role of the Associate Deans Research is a university-wide role, with understanding across all disciplines.

The Committee further discussed the number of HDR scholarships, agreeing that there are not enough scholarships, and often extremely strong candidates are missing out. The
timing of the process is also an issue with strong candidates often accepting offers from other universities before UOW has even made them an offer. The Committee agreed that the policy should be updated to include that each faculty shall receive up to two early offers every year in the period between candidate application and the RAP meeting.

The revised HDR Student Scholarship Policy will go to the July Academic Senate Meeting for approval. The Dean of Research will circulate the revised policy and any further changes are to be advised as soon as possible to ensure inclusion in the Academic Senate Agenda of 11 July 2018 (deadline 20 June).

Resolved (13/18)
That the University Research Committee:
(i) endorse the revised HDR Scholarship Policy, with the additional point 'that each faculty shall receive up to two early offers every year in the period between candidate application and the RAP Meeting' as detailed in the minutes: and
(ii) forward to Academic Senate for endorsement and Council for approval.

Action: T Marchant

B5 University Research Institute Guidelines
The Director Research Service Office discussed the revised University Research Institute Guidelines and noted the following:
- An application process for the establishment of new institutes is now included and sections 5 and 6 detail the criteria for establishing an institute;
- A stronger governance and mentoring section has been included at section 5.4;
- Section 6 explains in more detail the application process;
- There is now scope to consider proposals for an institute outside of the specified timetable;
- A membership list (Appendix 1) and a list of partner organisations and collaborating institutions is now required (Appendix 2);
- The application timetable has been adjusted to allow more time for consultation.

The Committee discussed the approval process within faculties to ensure that both the ADR and Executive Dean of host faculties are advised of those groups applying for University Research Institute status.

The Chair confirmed that current research institutes (AIIM, SMART, Early Start, IHMRI, SBRC) will not need to reapply for Research Institute status.

Resolved (14/18)
That the University Research Committee endorse the University Research Institute Guidelines, as attached to the agenda, and forward to the Deputy Vice-Chancellor (Research and Innovation) for approval.

Action: S Martin

B6 Report on ARC Discovery Projects 2019
The Chair advised the Committee that the Report on ARC Discovery Projects was discussed at VCAG where concern was raised about the decrease in Discovery
application numbers. The Grants Manager, Research Services Office advised that due to the reduction in applications it is expected that there will be an equivalent reduction in the number of grants and funding awarded.

Resolved (15/18)
That the University Research Committee note the Report on ARC Discovery Projects 2019 and provide feedback on proposed strategies.

Action: All Committee Members

B7 Draft Response to Global Challenges Program Review
The Acting Director, Global Challenges Program discussed the draft response to the Global Challenges Program Review. The response is based on four proposed changes for which feedback was sought from the wider UOW community. At total of 35 responses were received. The four changes are as follows:

1. That ‘Transforming Lives and Regions’ remain as the overarching theme of the Global Challenges Program, but is no longer funded as a stand-alone challenge;
3. That the Global Challenges Program structure and funding should be modified to allow a small number of projects to receive higher funding, and that a requirement of this funding is matching faculty and external partner funding; and
4. That the Global Challenges Program should expand its offering into teaching and learning.

Resolved (16/18)
That the University Research Committee note the draft response to the Global Challenges Program Review.

Action: All Committee Members

B8 Parliamentary Inquiry into Government Research Funding
The Committee noted the Parliamentary Inquiry into Government Research Funding.

Resolved (17/18)
That the University Research Committee note the Parliamentary Inquiry into Government Research Funding and provide any comments to the Research Services Office by 20 June 2018.

Action: All Committee Members

PART C MATTERS FROM UOW COMMITTEES

C1 Matters from Research Integrity Committee

C1.1 Research Integrity Committee Minutes
Resolved (18/18)
That the University Research Committee note the Research Integrity Committee Meeting Minutes for the 7 March 2018 Meeting.

Action: M Weatherall

C1.2 New Institutional Biosafety Committee

Resolved (19/18)
That the University Research Committee:
(i) endorse the replacement of the Gene Technology Committee with an Institutional Biosafety Committee;
(ii) endorse the new Institutional Biosafety Committee Terms of Reference as attached to the agenda papers and forward to Academic Senate for endorsement and Council for approval; and
(iii) endorse the revised Institutional Biosafety Committee Standard Operating Procedure as attached to the agenda papers and forward to the Deputy Vice Chancellor (Research & Innovation) for approval.

Action: M Weatherall

C1.3 New Research Sponsorship & Collaboration Policy and Revised Code of Practice – Research

Resolved (20/18)
That the University Research Committee:
(i) endorse the New Research Sponsorship and Collaboration Policy as attached to the agenda papers and forward to Academic Senate for endorsement and Council for approval; and
(ii) endorse the Revised Code of Practice – Research as attached to the agenda papers and forward to the Deputy Vice Chancellor (Research & Innovation) for approval.

Action: M Weatherall

C2 Matters from Thesis Examination Committee

C2.1 Thesis Examination Committee Meeting Summaries

Resolved (21/18)
That the University Research Committee note the Thesis Examination Committee Summaries for the 7 March 2018 and 4 April 2018 Meetings.

Action: Susan Flint
D1 D1.1 Next Meeting
The next meeting will be held on Wednesday 26 September 2018 at 9.30am in the Council Room, Building 36.

The meeting closed at 11.10am.

ACTION ITEMS:
A3.1 J Evans – make change to previous URC Minutes and file previous URC Minutes.
B2 S Martin – forward to Academic Senate for endorsement.
B4 T Marchant – forward to Academic Senate for endorsement.
B5 S Martin – forward to DVC(R&I) for approval.
B6 All Committee Members – provide feedback
B8 All Committee Members – provide feedback
C1.1 M Weatherall – file Research Integrity Committee Meeting Minutes.
C1.2(i) M Weatherall - forward to Academic Senate for endorsement.
C1.2(ii) M Weatherall - forward to DVC(R&I) for approval.
C1.3(i) M Weatherall - forward to Academic Senate for endorsement.
C1.3(ii) M Weatherall - forward to DVC(R&I) for approval.
C2.1 S Flint - file Thesis Committee Executive Summaries.

Signed as a true record
[Signature]
Chairperson 8/9/18