Minutes of meeting 03/07 of the University Research Committee held on 3 October 2007 at 9:30am in Lecture Theatre 20.5, Building 20.

PRESENT: Professor L Astheimer (Acting Chair)  
Professor S Bouzerdoum  
Professor P Chandler  
Dr T Coyle  
Professor S Dodds  
Professor S Dolnicar  
Professor S Dou  
Professor K Eagar  
A/Professor K French  
Professor J Glynn  
Ms S Hughes  
Professor D Iverson  
A/Professor P Keller  
Professor R Lewis  
A/Professor L Lockyer  
Dr A Macris  
Ms H Mandl  
A/Professor T Marchant  
Professor L McNamara  
A/Professor Y Mu  
Dr B Munro  
Professor P Ogunbona  
Dr M Rix  
A/Professor G Rose  
Ms K Roser  
Professor A Rozenfeld  
Dr T Scrase  
Professor D Steel  
Professor J Steele  
Professor L Tapsell  
Ms T Tindall  
Dr C Too  
Professor A Wells  
Professor R Whelan

SECRETARY: Susan McGaffin

PART A - PRELIMINARY BUSINESS

A1 Welcome and Apologies

Apologies were received from Professor J Chicharo, Professor C Cook, Professor P Crookes, Mr P Day, Professor B Ferry, Mr K Finlayson, Professor D Griffiths, Mr M Havryliv, A/Professor N Hudson, Professor S Leitch, Dr M Lerch, Professor J Norrish, Professor W Ommundsen, Professor G Spinks, Professor M Tsamenyi, Professor C Woodroffe.
A/Professor K French was representing A/Professor Sharon Robinson, Dr B Munro was representing Professor S Jones.

A2 Arrangement of the Agenda
The following items were starred (*) for discussion:

A4 Chairs Business
B2 Research and Innovation Division Report
B3 RQF Update
B4 Revisions to UOW Authorship Policy
B5 Amendment to HDR Course Transfer Rules
C2 Matters from Thesis Committee

A3 Business from the Last Meeting

A3.1 Minutes of previous meeting (20 June 2007)

RESOLVED (10/07)
That the minutes of the University Research Committee meeting held on 20 June 2007 (02/07) be confirmed as a true record.

ACTION: Susan McGaffin

A4 Chair’s Business

A4.1 Senior Appointments/Vacancies
- Professor Jane Xuting Yang has accepted the position of Professor of Water Engineering.
- Professor Ian Walsh has accepted the position of Professor of Nursing.
- Professor Sarah Miller has accepted the position of Head of School for Music & Drama
- The recruitment process for the position of Professor of Surgery is under negotiation.
- The following positions are currently vacant: Professor of Commerce and Economics and Professor of Psychiatry

A4.2 General
- Congratulations and appreciation were extended to all researchers and staff involved in the University’s outstanding 2008 ARC and NHMRC grants success.
- The Chair thanked all involved in the successful 2007 HDR Student Conference which attracted over 200 attendees and included high quality presentations. As this is the third consecutive year the Conference has been run, it is planned to return to an alternate year format, with the next conference proposed for 2009.
- The Professorial Lecture series will be replaced next year a new initiative: the Research Strength Series: Showcasing our Research Excellence.
- HDR scholarship applications close at the end of October. The assessment process has been revised. Fast-tracked applications will be assessed by Faculty Research Committees and/or Research Strengths, and considered by a Fast Track Committee at the end of November. University-wide ranking will take place at the URSC meeting of 17 December.
- Innovation Campus Central and the Australian Institute for Innovative Materials buildings are under construction.
Diana Dawson and Craig Peden are now working as the new IC Tenant Attraction Team, reporting to Chris Grange, VP(A). Craig Peden is transitioning from his role as MIC to Director of Corporate Relations. The recruitment process has commenced for a replacement MIC.

Two University researchers were appointed as RQF Assessment Panel members:
- Professor Iain Raeburn, Mathematics and Applied Statistics Panel
- Professor Amanda Lawson, Creative Arts Panel.

PART B – GENERAL BUSINESS

B1 2008 ARC & NHMRC Results

Noted and discussed at B2.

B2 Research and Innovation Division Report

Data on submitted and successful applications for the ARC Discovery and Linkage and NHMRC grants schemes was tabled. It was noted that total ARC funding awarded to UOW researchers for 2008 across ARC schemes was $14.7 million, which sees UOW ranked outright 9th nationally. A sample copy of the new ARC format for providing feedback to Discovery applicants about the ranking of their proposal was tabled for information.

B3 RQF Update

An RQF Project Implementation Progress Report was tabled. The following items were noted:

- The final RQF Submission Specifications (including RQF Panel Specific Guidance) have now been issued by DEST.
- It is currently proposed to include 36 UOW research groups in the first RQF cycle.
- Eligibility checks for group members have been systematically carried out by the RQF team to ensure compliance with DEST requirements. Six applications for exemption from the RQF In Situ Criterion were lodged with DEST and feedback is anticipated on 26 October.
- Development of Evidence Portfolios is being conducted in two stages in order to manage the workload across the university.

B4 Revisions to UOW Authorship Policy

At its August meeting, the Academic Senate considered an earlier draft of the Authorship Policy. At that time, there were issues raised in relation to the wording in the document, as it was considered to be overly prescriptive. The revised version of the Policy has been redrafted to fully comply with the new Joint NHMRC and Universities Australia Australian Code for the Responsible Conduct of Research. To facilitate further discussion across the University, the revised Authorship Policy will considered by Academic Senate in early 2008.

RESOLVED (11/07)
That University Research Committee members provide feedback on the revised UOW Authorship Policy to Dr Troy Coyle by 26 October 2007.
ACTION: Dr Troy Coyle

B5 Amendment to HDR Course Transfer Rules

RESOLVED (12/07)

That the amendment to the HDR Course Transfer Rule 10.8 be endorsed by the URC and forwarded to Academic Senate for approval and immediate implementation.

ACTION: Kim Roser

PART C – MATTERS FOR NOTING

C1 Matters from University Research Standing Committee

C1.1 2008 Small Grant Outcomes
Noted.

C2 Matters from Thesis Committee

C2.1 Minutes from Thesis Committee Meeting
The following issues were raised in discussion:

- Development of criteria for thesis examiners to enable them to determine if a thesis is worthy of special commendation.
- Whether there is a need for formal guidelines to be developed for HDR students who are enrolled in two faculties.

RESOLVED (13/07)

1. That the University Research Committee receive the minutes of the Thesis Committee meetings of 13 June 2007, 18 July 2007, 15 August 2007
2. That the Thesis Committee prepare a report on substantial issues to be forwarded to the University Research Committee for consideration

ACTION: Tim Marchant, Kim Roser, Julie King

C3 Draft Student Disability Policy

RESOLVED (14/07)

That University Research Committee members note the proposed amendments to the Draft Student Disability Policy and forward comments directly to Lauren Ross, Academic Registrar’s Division by 12 October 2007.

ACTION: Lauren Ross

PART D – NEXT MEETING AND OTHER BUSINESS
D1  Next meeting – 3.00 pm, Wednesday, 28 November, Unicentre Function Rooms 1 and 2, Building 11. Meeting to be followed by Christmas drinks.

The meeting closed at 10.30 am.

ACTION ITEMS:

Action A3  S McGaffin to file previous URC minutes.
Action B4  T Coyle to collate feedback on draft UOW Authorship Policy
Action B5  K Roser to forward HDR Course Transfer Rules to Academic Senate
Action C2  T Marchant, K Roser, J King to file previous Thesis Committee minutes and organise report from the Thesis Committee on substantial issues
Action C3  L Ross, Academic Registrar’s Division to collect comments

Signed as a true record ......................................................

Chairperson  .../.../ 07