PART A - PRELIMINARY BUSINESS

A1 Welcome and Apologies

Professor P Chandler, Dean of Education was welcomed to his first University Research Committee meeting. Professor L McNamara was welcomed to his first meeting as Dean of Law.
Apologies had been received from Professor L Astheimer, Professor S Bouzerdoum, Professor J Chicharo, Professor C Cook, Professor P Crookes, Mr P Day, Ms E Ens, Professor J Glynn, Professor S Leitch, A/Professor L Lockyer, Dr A Macris, A/Professor T Marchant, Mr S Needham, Mr C Patch, Mr C Peden, Dr T Scrase, Professor A Schultz, Professor G Spinks, Professor M Tsamenyi, Professor G Wallace.

Ms L Abrams was representing Professor L Tapsell, Ms H Mandl was representing Ms F McGregor, Dr B Munro was representing Professor S Jones, A/Professor M Zhang was representing A/Professor T Marchant.

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

B2 Draft UOW Authorship Policy
B4 UOW Graduate Qualities Policy

A3 Business from the Last Meeting

A3.1 Minutes of previous meeting (28 March 2007)

RESOLVED (04/07)
That the minutes of the University Research Committee meeting held on 28 March 2007 (01/07) be confirmed as a true record.

ACTION: Susan McGaffin

A4 Chair’s Business

A4.1 Appointments
- Professor Elizabeth Farmer has accepted the position of Dean, Graduate School of Medicine.
- The recruitment process for Professor of Water Engineering is still underway.

A4.2 General
- Innovation Campus update: the Institute for Innovative Materials (previously known as the Institute for Future Materials) is currently under construction.
- Tom Hunt, Manager for Space Utilisation is currently documenting needs and a list of principles for space freed up on the main campus as a result of research groups moving to the IC. Members should let the DVC(R) know about their research space needs as soon as possible. Tom will be liaising with Deans and Research Strength Directors in the coming months on this matter.
- Congratulations and appreciation were extended to staff involved in the DEST RQF Pre-implementation trial which involved three UOW groups: Centre for Atmospheric Chemistry, Sonic Arts Research Network and Food, Nutrition and Metabolism. Feedback provided to DEST on the outcomes of the Trial will help to inform the final RQF specifications.
- An international media company is providing substantial investment for our first technical start up company, Imprezzeo, which will combine two technologies from UOW and the University of Queensland.
- UOW will become a member of the following new CRCs:
  - Hearing (Professor Gordon Wallace);
  - Smart Services (Professor Farzad Safaei);
• Railway Engineering & Technologies (Professors Buddhima Indraratna & Chris Cook)
  • We also recently joined an existing CRC:-
    • Bushfires (Prof Ross Bradstock).

PART B – GENERAL BUSINESS

B1 Research and Innovation Division Report

   Noted

B2 Draft UOW Authorship Policy

   The draft policy was available for staff and student comment over a one month period, closing Monday 25 June 2007. As a result of staff, student and URC feedback, the following revisions were made to the draft version:
   • renaming of the Executive Author as Corresponding Author;
   • inclusion of an intermediate dispute resolution process involving the Advisers in Research Integrity;
   • amendments throughout to make the policy inclusive of non-research related publications;
   • amendments to Section 8.2 making it specific to individual acknowledgements;
   and
   • inclusion of Authorship acknowledgement form.

   Note: that Section 8.2 of the Policy is required in order to comply with the anticipated NHMRC/AVCC “Australian Code for the Responsible Conduct of Research”.

   RESOLVED (05/07)
   That URC members forward comments on the Draft Revised Authorship Policy to Dr Troy Coyle by 25 June 2007 in order to meet Senate Standing Committee deadlines.

   ACTION: Troy Coyle

B3 Academic Grievance Policy (HDR Students)

   In order to comply with the new National Code for Students, minor revisions have been made to the Academic Grievance Policy (Higher Degree Research Students). Revisions relate to timeframes which have been updated to conform with the Code.

   RESOLVED (06/07)
   That the revised Academic Student Grievance Policy (HDR Students) be endorsed by the URC and forwarded to Academic Senate for approval and immediate implementation.

   ACTION: Kim Roser
B4 UOW Graduate Qualities Policy

Ms Heather Sainsbury gave a brief overview of the UOW Graduate Qualities Policy.

**RESOLVED (07/07)**
That the University Research Committee:
1. note the UOW Graduate Qualities Policy as attached in the agenda papers and endorse its application in guiding the support and mentoring of HDR students
2. endorse the consequential minor amendments to the Code of Practice – Supervision as attached in the agenda papers
3. endorse the rescission of the Attributes of a UOW Research Graduate to be effective 1 January 2008 and recommend these changes to Academic Senate.

**ACTION:** Anne Melano

PART C – MATTERS FOR NOTING

C1 Matters from University Research Standing Committee

C1.1 2007 RIBG Pool 2 Outcomes
Noted.

C2 Matters from University Education Committee

C2.1 Code of Practice – Honours (Amendments)

**RESOLVED (08/07)**
That the University Research Committee note the amendments to the Code of Practice Honours as outlined in the agenda papers to be effective commencement of Autumn Session 2008

**ACTION:** Julia Payne

C3 Matters from Thesis Committee

C3.1 Minutes from Thesis Committee Meeting

**RESOLVED (09/07)**

**ACTION:** Julie King

PART D – NEXT MEETING AND OTHER BUSINESS
D1  DEST is seeking nominations for RQF Assessment Panels from end-users and international assessors. Nominations are due by 2 July. Members should forward any suggestions to Sharon Hughes.

D2  Next meeting – 9.30 am, Wednesday, 26 September, Lecture Theatre 20.5, Communications Centre, Building 20.

The meeting closed at 10.20 am.

ACTION ITEMS:

Action A3  S McGaffin to file previous URC minutes.
Action B2  T Coyle to forward amended Authorship Policy onto Academic Senate
Action B3  K Roser to forward amended Academic Grievance Policy (HDR Students) to Academic Senate
Action B4  A Melano to forward UOW Graduate Qualities Policy to Academic Senate
Action C2  J Payne to forward Code of Practice – Honours (amendments) to Academic Senate
Action C3  J King to file previous Thesis Committee minutes.

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

Chairperson .././ 07