MINUTES

Minutes of meeting 06/02 of the University Research Committee held on 10 December 2002 at 12.30pm in the Council Room, Administration Building 36.

PRESENT: Professor M Sheil (Chair)
Professor J Bern
Professor J Bremner
Professor H Brown
Ms D Capararo (representing P O'Leary)
Professor C Cook
Professor J Cooper
Professor Rian Dippenaar
A/Professor R Lilley (representing S Dodds)
Professor S Dou
Professor M Gaffikin
Professor D Griffiths
Professor B Harper
A/Professor P Heaven
Professor J Hill
Professor D Iverson
Professor S Kaye
Ms F McGregor
A/Professor C Murray-Wallace
Professor J Norrish
Professor F Safaei
Professor A Schultz
Ms A Simms
Mr A Skorulis
A/Professor J Steele
A/Professor A Wells (Deputy Chair Postgraduate)
Professor R Whelan

MINUTE SECRETARY: Penny Potter

PART A - PRELIMINARY BUSINESS

A1 Welcome and Apologies

Apologies had been received from A/Professor L Astheimer, Professor S Bell, Professor J Glynn, Professor M Tsamenyi, A/Professor A Vickers, Professor G Wallace and A/Professor J Wright. A/Professor R Lilley was representing A/Professor S Dodds and D Capararo was representing P. O’Leary.

A2 Business from the Last Meeting
A2.1 Minutes of previous meeting (1 October 2002)

**RESOLVED (16/02)**
That the minutes of the University Research Committee meeting held on 1 October 2002 be confirmed as a true record of the meeting.

A2.2 Business Arising from the Minutes

None.

A3 Chair’s Business

A3.1 Publications

The Chair reported that the University was one of only a half dozen Universities who had submitted an error free publications report, and congratulations would be sent to Jodie Hornby. The Library would manage the publications submission for 2002.

A3.2 Key Centre Reviews – Progress and appointments

The ARC review teams of both Key Centres, CAPSTRANS and SMART Foods, had indicated they would be making positive recommendations to the ARC Board which would meet on 11 December 2002.

A3.3 Centre of Excellence - Update

The successful ARC Centre of Excellence applicants would be announced in parliament on 12 December 2002.

A3.4 Scholarships

There had been a significant drop in the number of International scholarships allocated to the University via IPRS, and an option was to offer a number of fee waiver scholarships. This would be limited to Research Institutes and Key Centres and only on a strategic basis where there was support available for a living allowance award.

A3.5 DVC(R)/PVC(R) Meeting, Canberra

Much of the meeting had been taken up with discussion of the Research Training Scheme, and some discussion about the lack of feedback from the ARC with regard to unsuccessful grant applications.

A3.6 Indian Social Sciences Delegation

The University had had a visit from Professor V. R. Panchmukhi, Chairperson of the Indian Council for Social Science Research, and links were being developed with CAPSTRANS.

A3.7 China Links Scheme
A/Professor Di Kelly had information on the new China Links Scheme for those who were interested.

A3.8 National Research Priorities

The National Research Priorities had been announced. These were

- An Environmentally Sustainable Australia
- Promoting and Maintaining good Health
- Frontier Technologies for Building and Transforming Australian Industries
- Safeguarding Australia.

A3.9 Review of Science and Innovation

It was noted that the Minister for Education, Science and Training, Brendan Nelson would be undertaking a review of Science and Innovation next year.

A3.10 AusIndustry R & D Start Scheme

The Research and Development START Programme of AusIndustry had been reactivated and details could be found on the website (http://www.ausindustry.gov.au/).

A3.11 UoW Innovation Campus

A proposal re the Innovation Campus had been discussed at Council and the Chair wanted Committee members to start thinking about the nature of the business the University might seek to attract aligned with its research strengths. Ideas should be sent to the PVC(R).

PART B – GENERAL BUSINESS

B1 Office of Research Report

B1.1 UoW Fast Track Scholarship Awards

A small committee had met to assess the top scholarship applications and sixty offers had been made under this mechanism.

B1.2 ARC Linkage

A table showing the success rate of University of Wollongong ARC Linkage Projects between 2000 and 2003 was tabled for information. (Attached)

B1.3 Higher Education Research Data 2001
The AVCC Higher Education Research Data 2001 Summary was tabled for information. (Attached) Figures on completions and publications would be made available for each Faculty.

B2 Amendments to HDR Policies

- Procedures for Investigation of Allegations of Plagiarism
  The current Procedures for Investigation of Plagiarism in the Code of Practice – Teaching and Assessment had been reviewed and considered by the Postgraduate Research Policy Committee. A new section would be inserted into the Code of Practice – Supervision to deal specifically with allegations made by examiners of research theses.

**RESOLVED (17/02)**
That the University Research Committee recommend to Senate Standing Committee that s.17 of the Code of Practice Supervision be inserted, as set out in the circulated document.

- PhD by Publication – Change to Course Rules
  The Postgraduate Research Policy Committee had reviewed the course rules for PhD by Publication and a document setting out the proposed changes and a set of guidelines for applicants circulated.

**RESOLVED (18/02)**
That the University Research Committee recommend to Senate Standing Committee that the course rules relating to PhD by Publication be amended, as recommended by the Postgraduate Research Policy Committee.

- Postgraduate Information Literacy Introductory Programme (ILIP009)
  A proposal regarding the compulsory introduction of a Postgraduate Information Literacy Introductory Programme (ILIP009) had been circulated. There was some discussion as to whether the programme should be compulsory or not and it was agreed that it should be highly recommended only.

**RESOLVED (19/02)**
1) That the University Research Committee recommend to Senate Standing Committee that completion of ILIP009 in the First Session of enrolment be highly recommended and that the programme be promoted as part of Orientation and considered as part of the Research Proposal Review process in faculties.
2) That the Postgraduate Research Policy Committee review the take up rate and implementation of ILIP009 in late 2003.

- Digitisation of Theses
  A proposal regarding a change to the General Course Rules and the Code of Practice – Supervision requiring the students to submit a digital copy of their thesis in addition to bound copies was tabled and discussed.

**RESOLVED (20/02)**
That the University Research Committee recommend to Academic Senate that s.15 of the Code of Practice - Supervision and General Course Rules 10.3 be amended, as recommended by the Postgraduate Research Policy Committee.

B3 Strategic Planning

A new Research Training Management Plan was proposed for 2003 and a draft would come to URC in the new year.

B4 University Ethics Committee

- Conscientious objection to animal use in undergraduate subjects
  The University’s policy on ethical objection by students to the use of animals and animal products in undergraduate subjects had been circulated and was discussed. It was agreed that where use of such tissue was unavoidable it would be made clear in the subject outline in the University Calendar. Minor amendments to the wording of the policy were agreed.

RESOLVED (21/02)
That the University Research Committee forward the Policy to Academic Senate for inclusion in the University’s Code of Practice – Teaching and Assessment.

- Tobacco Industry Funding Policy
  The proposed Tobacco Industry Funding Policy had been circulated and was discussed. It was agreed that the word ‘direct’ should be deleted and that the University would not accept funding from the tobacco industry for any purpose

RESOLVED (22/02)
That the University Research Committee adopt the Tobacco Industry Funding Policy that the University of Wollongong would not accept funding from the tobacco industry for any purpose.

- Operating Procedures for Biosafety Committees
  The guidelines for the Operating Procedures for the BioSafety Committee were noted and approved.

RESOLVED (23/02)
That the University Research Committee approve the operating procedures for the BioSafety Committee.

B5 Budget

The 2003 budget was tabled and approved (attached). It was agreed that A/Professor Wells would convene a Working Party to include Deans and Research Institute Directors to undertake a cost benefit analysis of the Research Student Maintenance Fund in 2003 and report back to the University Research Committee.

PART C – ITEMS FOR NOTING
C1  University Research Standing Committee Minutes

The minutes of the meeting of 21 November were noted.

**RESOLVED (24/02)**
That the University Research Committee receive the minutes of the University Research Standing Committee of 21 November.

C2  Thesis Committee Minutes

The minutes of 18 September and 9 October were noted.

**RESOLVED (25/02)**
That the University Research Committee receive the minutes of the University Thesis Committee of 18 September and 9 October.

C3  Ethics Committee Minutes

The minutes of the meeting of 28 November were noted.

**RESOLVED (26/02)**
that the University Research Committee receive the minutes of the University Ethics Committee of 28 November.

**PART D – NEXT MEETING AND OTHER BUSINESS**

D1  NEXT MEETING

The meeting dates for 2003 were tabled and it was noted that the date of the next meeting would be Thursday 27 March 2003.

D2  OTHER BUSINESS

None.

Signed as a true record ........................................................
Chairperson ....../..../ 02