1.0 PRELIMINARY BUSINESS

1.1 Welcome and Apologies

The Chair welcomed Dr David Mercer representing A/Professor A Vickers to the meeting.

1.2 Minutes of previous meeting held 9 May 2002

RESOLVED (08/02)
That the minutes of the University Research Committee meeting held on 9 May 2002 be confirmed as a true record of the meeting.

1.3 Issues Arising

None.
2.0 CHAIR'S BUSINESS

The recent death of Professor Gary Anido and the major contribution he had made to the University of Wollongong was noted.

i) National Research Priorities

The Chair had received a copy of the National Research Priorities issues document. The priorities were for government funded schemes at this stage.

ii) URC Restructure

• The URC restructure was to be ratified by Senate on 5 July.
• Student representation would be two higher degree research students nominated by WUPA with WUPA to arrange the elections.
• A reception would be held on 4 July to mark the end of the URC in its present form.

iii) AVCC

• The auditors for the Publications collection would shortly be contacting the Research Office.
• The University was able to buy the Census Data if there was sufficient interest. Details would be sent to the Library.

iv) Clinical Trials

It was noted that the University’s insurance did not cover clinical trials. Discussions were underway concerning coverage for individual cases.

v) BHERT

Nominations for the BHERT award for outstanding achievement in Research and Development should be sent to the PVC(R).

vi) Funding Decisions

Committee members were reminded that it was the responsibility of the Research Office to formally advise funding outcomes to research units and until that time all outcomes were confidential to the particular Committee.

3. REPORTS FROM OPERATIONAL COMMITTEES

3.1 Postgraduate Research Committee (PRC)

A report had been circulated and the following were noted.
• **Offshore Guidelines**
  The Off-shore Guidelines had passed through Senate.

• **Scholarships Ranking**
  A discussion document on proposed changes to the Scholarships Ranking Process had been circulated and discussion centred on the fast tracking of Honours 1 scholarship applicants so that potential research students were not lost to other Universities. In addition an alternative closing date for international students was considered. The committee agreed that the wording be changed on the discussion document which the Chair would then take to a Deans and Senior Executive meeting.

• **Honours Working Party**
  Deans and Academic Units would be asked to complete the Honours Information Survey forms to provide information on the level of preparation students had.

**RESOLVED (09/02)**
That in the context of proposed changes to the scholarship ranking process in 2002, Deans be asked to discuss and complete the Honours Information Survey Table with the assistance of academic units. This information would be used to assist in developing the new ranking process.

### 3.2 Audit & Resource Allocation Committee (ARAC)

The results of matching scholarship and 2002 RIBG Pool 2 funding applications were tabled and discussed.

### 3.3 Ethics Committee

A report of the last meeting was tabled and the following were noted:

• **Tobacco Funding Policy**
  The Tobacco Funding Policy had not been found to date, and it was possible the Committee would need to develop a new policy.

• **Library Web Page**
  The Library was developing a web page regarding the use of animals for research that would be linked to the current Animal Ethics Committee web page.

• **Code of Practice (Research)**
  The Code of Practice (Research) did not make mention of the relevant ethics committee’s approval (Human Research Ethics Committee, Animal Ethics Committee, Biosafety Committee, Occupational Health & Safety Committee) for research. The University Research Committee endorsed the amendments to the Code of Practice (Research)

**RESOLVED (10/02)**
That the URC recommend to Senate Standing Committee approval of the following changes to the Code of Practice (Research) to include at Point 4 ‘Approval Process for Research’:

“The University has established several committees that have a role in the review and approval of some kinds of research. These are the Human Research Ethics Committee, the Animal Ethics Committee, the Biosafety Committee and the Occupational Health and Safety Committee. Among their responsibilities, these committees aim to ensure that the University and its researchers comply with statutory and other requirements. If research falls under the terms of reference of any of these committees, it must be approved by the relevant committee(s) before research can begin. Researchers must comply with the conditions that the committees deem necessary for approval, including conditions about the conduct of the approved research”.

3.4 Report from Research Office

- Honours Breakfast
  The Breakfast for Honours students on 29 May had been very successful.
- Commercial Research Manager
  Interviews for the position of Commercial Research Manager had recently been held and a decision would be made next week.
- Higher Degree Research Student Database
  Development of the database was ongoing.
- Course Rules for DPsych
  The length of the DPsych degree and the determination of load was discussed.

4. OTHER BUSINESS

There was no other business.

5. NEXT MEETING

The first meeting of the restructured committee would meet on Thursday 3 October 2002 at 12.30pm in the Council Room.

Meeting closed 2.10pm

Signed as a true record

Chairperson            ...../..../ 02