UNIVERSITY RESEARCH COMMITTEE

MINUTES

Minutes of meeting 02/02 of the University Research Committee held on 4 April 2002 at 12.30pm in the Council Room, Administration Building 36.

PRESENT: Professor M Sheil (Chair)

A/Professor L Astheimer
Professor H Brown
Professor C Cook
A/Professor S Dodds
A/Professor P Heaven
A/Professor R Markey
A/Professor C Murray-Wallace
A/Professor J Rayner
Professor Andrew Schultz
Mr Aapo Skorulis
A/Professor J Steele
Professor M Tsamenyi
A/Professor A Vickers
A/Professor A Wells

MINUTE
SECRETARY: Penny Potter

1.0 PRELIMINARY BUSINESS

1.1 Welcome and Apologies

The Chair welcomed Professor Martin Tsamenyi as the new representative for the Faculty of Law Research Committee, and also A/Professor Andrew Wells representing A/Professor Jan Wright.

Apologies had been received from Professor D Griffiths, Professor D Williamson and Mr D Coffman.

1.2 Minutes of previous meeting held 7 March 2002

RESOLVED (03/02)
That the minutes of the University Research Committee meeting held on 7 March 2002 be confirmed as a true record of the meeting.

1.3 Issues Arising

None.
2.0 CHAIR'S BUSINESS

i) Smart Foods Review

The ARC had confirmed funding for 2002 only. Funding beyond 2002 would be subject to the outcome of a further review towards the end of the year.

ii) Revision of URC Structure

The Chair tabled a first draft of the planned new structure and asked for comment. A revised document would be discussed at the next meeting, and in the meantime Committee members were welcome to send her any comments or feedback they had. Initial feedback was positive.

iii) Higher Degree Enrolments

A table showing Higher Degree Enrolments by Faculty was circulated for information.

iv) Linkage Centres of Excellence

The ARC was proposing to set up Linkage Priority Centres of Excellence. Draft guidelines would soon be available and the priority areas were: Nano-Materials and Bio-Materials, Genome/Phenome Research; Complex/Intelligent Systems; and Photon Science and Technology.

v) PVC(R)'s Meeting Report

The PVC(R) reported on the recent DVC/PVC(R) meeting she had attended in Canberra. Issues discussed included research funding priority areas, CSIRO funding and how to manage Intellectual Property issues.

3. REPORTS FROM OPERATIONAL COMMITTEES

3.1 Report from Research Office

A report was tabled. The following were noted:

- **ARC Linkage**
  The first round applications were due on 8 May. For successful projects industry partner agreements needed to be in place before the funding could be allocated.

- **Staffing**
  With the departure of the Contracts Manager, contracts management would be undertaken by the new position in Financial Services. A 'Commercial Research Manager' would be recruited to facilitate the commercialisation aspects of the
University’s activities with the Office of Research. In addition the Publications Collection Officer was leaving and further staff changes would occur with the opening of the Postgraduate Research Centre in Building 20.

- **Financial Reporting**
  All end of year research finance reports were submitted to the ARC and DEST on time.

- **Progress Reports**
  Progress Reports for all ARC 2001 grants were due by 31 March 2002 and needed to be comprehensive. The ARC was placing considerable emphasis on outputs.

- **Postgraduate Research Orientation**
  The orientation sessions had been well received by those who attended.

- **A Breakfast for Honours Students** would be held on 29 May 2002.

### 3.2 Postgraduate Research Committee (PRC)

A report had been circulated and the following were noted:

- **Role of Postgraduate Research Committee**
  There had been general discussion of the role of PRC and its relation to URC in view of the planned restructuring.

- **Faculty Research Training Management Plans (FRTMPs)**
  The date for submission of FRTMPs was 5 March.

- **Honours Working Party**
  There was a strong view that the URC should have input into UEC discussions. The PVC(R) would follow this up with the PVC(A).

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

A report was tabled and attention drawn to the following.

- **URC New Partnerships Grant Scheme**
  It had been decided to change the timetable for this year into a rolling format, where applications could be made at any time. Guidelines would be produced shortly.

- **2002 Draft URC Matching Scholarships Guidelines**
  These were available on the web.

### 3.4 Ethics Committee

A report had been circulated.

- **Animal Ethics Committee Operating Procedures**
  The Animal Ethics Committee Operating Procedures were endorsed.

**RESOLVED (04/02)**

*That the University Research Committee forward the Animal Ethics Committee Operating Procedures to Senate Standing Committee for approval.*
• **Office of the Gene Technology Regulator**
  Under new legislation the University of Wollongong would have to be accredited as an entity that could conduct research on genetically modified organisms. Consequently the Biosafety Committee would be reviewed later in the year.

• **Tobacco Funding for Research**
  It was agreed that the University's policy on Tobacco Funding for Research be reviewed.

**RESOLVED (05/02)**
*That the University of Wollongong’s policy on Tobacco Funding for Research be reviewed.*

4. **INNOVATION WEEK 6 MAY 2002**

Innovation Week would be launched by The Hon Michael Egan, Minister for State Development on 6 May.

5. **RESEARCH AND RESEARCH TRAINING MANAGEMENT REPORT (RRTMR)**

The Chair reported that the RRTMR for 2001 was due to be submitted in June, and had been discussed at length at the DVC/PVC(R) meeting in Canberra. Additional issues to be included this year related to Commercialisation and Intellectual Property.

6. **OTHER BUSINESS**

There was no other business.

7. **NEXT MEETING**

The date of the next meeting would be Thursday 9 May 2002.

Meeting closed 1.40pm

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

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