AGENDA

1.0 APOLOGIES

Apologies may be recorded by contacting Loree Joyce on extension 57255, or by emailing loree.joyce@griffith.edu.au.

2.0 CONFIRMATION OF MINUTES

The minutes of the 02/2013 meeting are attached for confirmation.

Attachments 2.1-2.2

For confirmation

3.0 CHAIR’S REPORT

3.1 The Chair welcomes Professor Gerard Docherty as a member of the BGR as the Dean (Research) Arts, Education & Law Group.

3.2 The Chair will report on matters that have arisen since the previous meeting, including

- GGRS Planning Workshop – Update on Outcomes from GGRS Graduate Education Officer
- OLT Workshop on Local Leadership of Research Education (Sydney 3-May)
- Deans and Directors of Graduate Studies (DDoS) conference (Brisbane 6-7 May). Agenda included Pathways to the PhD and AQF compliance issues.
- Autonomous Sanctions
- Griffith University Aboriginal and Torres Strait Islander HDR Development Group (“Grow Our Own” Strategy)
- Appointment of two HDR Indigenous Student Liaison Officers
- HDR Liaison Officer, International Office
- Internal Audit of HDR Students (deferred to 2014)
- Revised Schedule of Responsibilities and Authorisation for Research Training Matters
- Adoption of Four Dedicated Intake Periods and Integration of Candidature Milestones
- Report from GGRS, Marketing, Communications and Events Officer

For noting
4.0 HIGHER DEGREE RESEARCH STUDENT CENTRE REPORT

4.1 The Manager, HDR Student Centre will present the HDR Student Centre report.  

Attachment 4.1

For noting

ORDERING OF THE AGENDA

At this point in the agenda, members may propose that any matter on the agenda, not included in Section I, be so included.

SECTION I: MATTERS FOR DEBATE AND DECISION

5.0 DRAFT RESEARCH PLAN 2013-2017

5.1 The Vision of Griffith University is to be one of the most influential universities in Australia and the Asia-Pacific region. We will achieve this vision through delivery on our mission “to engage in outstanding scholarship that makes a major contribution to society and to produce ground breaking research”.

5.2 The capacity to meet this vision is heavily invested in the strength and quality of the research fabric of the University, and this Research Plan identifies the goals, targets and strategies through which we will deliver research of high standard and relevance.

5.3 The University now appears in the top 500 in all major rankings of the world’s universities, is performing consistently as one the top ten Australian universities in publication outputs and is just outside the top ten in research income. ERA 2012 produced a national ranking (number of Fields of Research) at the broad classification level of 11th, but indicated a greater spread of quality at the finer level of research classification. Consolidating strengths while at the same time lifting the average quality of research across the whole research portfolio remain key themes of the Research Plan 2013-2017. In execution of the Plan, the University seeks to manage the fine balance between the need for long-term strategic planning and development, and the requirement to be responsive to the more proximate drivers of research assessment and accountability.

5.4 The University's 2011-2013 Research Plan carried a key message: “research and research training of the highest quality is an integral part of the character of all top universities, and Griffith is committed to supporting staff, students and stakeholders in achieving that outcome for the communities we serve”. This message remains a central commitment for Griffith University.

5.5 Members are asked to provide feedback on the draft Research Plan 2013-2017 (refer attachment 5.1). The draft Academic Plan 2013-2017 is also provided for noting (refer attachment 5.2)

Attachments 5.1-5.2

For discussion

6.0 AUSTRALIAN QUALIFICATION FRAMEWORK ISSUES

6.1 Members are asked to consider the discussion paper on Research Components in AQF Level 8 and Level 9 Qualifications (refer attachment 6.1).
6.2 Historically there has been an established research pathway between the Bachelor Honours degree, Research Masters degrees, the Master of Philosophy and Doctoral programs. The AQF now requires research to also be demonstrated in the Masters degree (Coursework) and the Masters degree (Extended) by the execution of a substantial research-based project. The inclusion of research in these programs may facilitate a pathway for progression to a HDR program. The attached discussion paper aims to provide guidance on what constitutes a ‘substantial research project’.

Attachment 6.1

For discussion

7.0 POSTGRADUATE PUBLICATION AWARDS

7.1 In order to support HDR students to publish post submission of their thesis, the Institute for Glycomics is currently establishing a publication award scheme to support their HDR students with a stipend scholarship. In addition, the AEL Group (at the HDR Convenor forum 2/2013) discussed an initiative to create new roles and titles for students such as ‘Honorary Research Associate’ to encourage students to remain with the University and continue producing publications post submission.

7.2 A case study of Postgraduate Publications Awards offered at Monash University has been provided for reference; refer attachment 7.1 for PPA eligibility, and attachment 7.2 for the PPA application form.

7.3 The Chair will lead discussion on a proposal to implement a Postgraduate Publication Award Scheme at Griffith.

Attachment 7.1 – 7.2

For discussion

8.0 HIGHER DEGREE RESEARCH POLICY – UPGRADE PROCESS

8.1 Students are not normally permitted to request an upgrade from the MPhil to PhD program as part of the confirmation of candidature procedure. However, exceptions have been made for QCA students due to the studio production component required.

8.2 Due to increasing requests for upgrades to be processed as part of the confirmation procedure, it is recommended that where the confirmation assessors, including the independent assessor, deem a student’s research to be of sufficient quality to be completed at doctoral level, that the upgrade may be approved at the same time as the confirmation of candidature.

8.3 The HDR Policy does not need to be amended as this may be interpreted to allow an upgrade from the MPhil to PhD to occur as part of the confirmation of candidature procedure. The HDR Policy states that:

4.8 Changes to Candidature Status – PhD/MPhil

4.8.3 Change of Candidature from MPhil to PhD

On the recommendation of the principal supervisor and Head of Element or delegate, the Dean (Research) may approve an application to convert a confirmed MPhil candidature to PhD. The period completed as an MPhil candidate will be deducted from the candidature duration for the purpose of determining the minimum and maximum length of the PhD candidature.
8.4 The Changing from a research masters to doctoral candidature website information requires amendment as follows:

A Master of Philosophy student will not be permitted to upgrade to doctoral candidature before completing the Master of Philosophy confirmation procedure. However, upon a student’s request, upgrade to doctoral candidature may be considered as part of the confirmation procedure. Where all confirmation assessors deem the research to be viable at doctoral level and on the recommendation of the HDR Convener, the Dean (Research) may approve an upgrade to doctoral candidature, subject to candidature also being confirmed.

Where a request to upgrade is made following confirmation of candidature, work completed with respect to the Master of Philosophy candidature confirmation procedure may form part of an application to upgrade to doctoral candidature provided it is assessed in terms of the requirements of the upgrade policy.

Recommendation

8.5 The Board is asked to approve changes to the Changing from a research masters to doctoral candidature website information to allow students to upgrade from the MPhil to PhD program as part of the confirmation of candidature procedure.

For consideration

9.0 REVISED BOARD OF GRADUATE RESEARCH CONSTITUTION

9.1 The former Research and Postgraduate Studies (RAPS) Committee included a function to ‘Make recommendations to Academic Committee on program content and structure for new programs seeking recognition as research higher degrees, professional doctorates and other research training programs that may be referred to it’. Following establishment in 2010 of two separate committees to share the responsibilities of the former RAPS committee, this function was not included in the constitution of the Board of Graduate Research or of Research Committee. It is recommended that this function be included in the Board of Graduate Research Constitution as detailed in attachment 9.1.

9.2 In addition, following a review of Academic Committee and its sub-committees, the review suggested that BGR appropriately monitor the outcomes against the University’s goals in research and postgraduate studies. This was noted in Recommendation 3 That Academic Committee and its subcommittees more effectively discharge their assigned roles in quality assurance by paying more attention to the Review-Improve parts of the quality cycle, and Recommendation 7 That the functions of the Board of Graduate Research be amended to include the monitoring of postgraduate research outcomes from a University perspective. To ensure quality assurance in HDR programs it is recommended that the Board of Graduate Research Constitution be amended as detailed in attachment 9.1.

Recommendation

9.3 The Board is asked to recommend to Academic Committee that the Board of Graduate Research Constitution be amended.

Attachment 9.1

For consideration
SECTION II: MATTERS REQUIRING RATIFICATION OF EXECUTIVE ACTION

10.0 HDR CONFERRLALS

Recommendation

10.1 The Board is asked to ratify the attached list of HDR conferrals.

Attachment 10.1

For ratification

SECTION III: MATTERS FOR NOTING AND WHERE APPROPRIATE, ACCEPTANCE OF RECOMMENDATIONS

11.0 HDR CONVENOR COMMITTEE MEETINGS

11.1 Members are asked to note the minutes of the AEL HDR Convenor Committee meeting held in April 2013 (refer attachment 11.1).

Attachment 11.1

For noting

OTHER BUSINESS

12.0 NEXT MEETING

The next meeting of the Board of Graduate Research will be held on Wednesday 12 June 2013 at 2.00pm in N54_2.06 and video-conferenced to G34_1.04.

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<th>Meeting Date</th>
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<tr>
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<td>12 June 2013</td>
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<td>23 October 2013</td>
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No Meeting Scheduled for November

11 December 2013 | N54_2.06 | G34_1.04

Meetings are held from 2.00pm - 4.00pm and are video-conferenced at the Gold Coast and Nathan campuses.

For noting

DISTRIBUTION LIST
Committee Members
Name | Appointment Type | Term of Office
--- | --- | ---
Professor Sue Berners-Price | Chair |  
**Deputy Chair and Dean (Research), BUS**  
Professor Graham Cuskelley | Appointed (BUS) |  
**Deans, Research**  
Professor Gerard Docherty | Appointed (AEL) |  
Professor David Shum | Appointed (HTH) |  
Professor David Lambert | Appointed (SEET) |  
**HDR Convenors**  
A/Professor Scott Harrison | Appointed (AEL) |  
Professor Kate Hutchings | Appointed (BUS) |  
Professor Rod Barrett | Appointed (HTH) |  
Professor Jane Hughes | Appointed (SEET) |  
**Deputy Chair, Academic Committee**  
A/Professor Wendy Loughlin | Ex Officio |  
**Research Centre Directors**  
Professor Andrew O'Neil | Appointed |  
Professor Abdul Sattar | Appointed |  
**Early Career Researcher**  
Dr Jenny Whitty | Appointed | Two years, up to 31 December 2013.  
**HDR Student Representative**  
Ms Tracey West | Elected | Two years, up to 31 December 2013.  
**Persons with rights of audience and debate**  
Name | Position
--- | ---
Ms Barbara Biviano (or nominee) | Deputy Director, Student Administration  
Ms Nicole Brigg | Director International  
Ms Julene Finnigan | Resource Manager, PFS  
Ms Loree Joyce | Secretary to the Board of Graduate Research  
Ms Alyson McGrath | Manager, HDR Student Centre  
Associate Professor Duncan Nulty | Nominee of Director, GIHE  
Dr Vicki Pattemore (or nominee) | Director, Office for Research  
Ms Carolyn McDonald | Associate Director, INS (SIR)
**Information Copies (with attachments)**  
Deputy Vice-Chancellor (Research) – Ned Pankhurst  
Pro Vice-Chancellor (Information Services) – Linda O’Brien  
Director, Griffith Enterprise – Nicholas Mathiou  
Manager, Research Data, Office for Research – Stewart Whiteside  
Academic Registrar – Kathy Grgic  
Secretary Academic Committee – Tasha Langham  
Academic Services Officer – Science – Kim Hillier  
Academic Services Officer – Health – Tristan Damen  
Academic Services Officer – Arts – Jillian Misson  
Academic Services Officer – Business – Kate Rees  
Heads of Schools  
Marketing & Communications Coordinator, GGRS – Andrew Quek  
Manager, HDR Student Centre – Alyson McGrath  
Systems & Support Manager, HDR Student Centre – Andrew Roberts  
Thesis Examinations Coordinator, HDR Student Centre – Minerva Capati  
Research Methodologist – Bill Metcalf  
Senior Academic Fellow (Higher Degree Research Education), GIHE – Parlo Singh
**Other Copies**  
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