Minutes
RESEARCH COMMITTEE
Meeting 01/10 held 13 April 2010

PRESENT

Professor Ned Pankhurst, Chairperson
Professor Parlo Singh, Deputy Chairperson
Professor Andy Bennett
Ms Lyn Bosanquet
Professor Lyn Griffiths
Professor Andrew O’Neil
Professor David Shum
Professor Claire Wyatt-Smith
Associate Professor Deb Grace for Graham Cuskelly
Professor Debra Bernhardt for Michael Blumenstein

Ms Mary Meadowcroft (Secretary)
Ms Daina Garklavs (Acting Director, OR)
Mr Tony Shiel (Associate Director, OR)
Ms Julene Finnigan (Corporate Resources Manager, FBS)

Invited

1.1 APOLOGIES
Associate Professor Michael Blumenstein
Professor Graham Cuskelly
Professor Lesley Chenoweth
Dr Vicki Pattemore (Director, OR, rights of audience and debate)
Professor Howard Wiseman
Dr Calvin Smith (Deputy Director, Griffith Institute for Higher Education,

1.2 WELCOME TO NEW MEMBERS
The Committee welcomed Ms Lyn Bosanquet to her first meeting.

2.0 CONFIRMATION OF MINUTES
2.1 The minutes of the 01/10 meeting of the Research and Postgraduate Studies Committee were confirmed.

3.0 CHAIR’S REPORT
3.1 ARC and NHMRC awards and update
   a. NHMRC Project applications
   The Chair expressed appreciation for all those who managed to submit applications using the new RGMS system. He reported that the DVC/PVC (Research) Committee of Universities Australia had met with NHMRC representatives, and that a small extension to the deadline had subsequently been allowed by the NHMRC. It is obvious that the NHMRC severely underestimated the server capacity needed this year but will upgrade for next year.

   This year 50% of the 72 applications were submitted by the internal deadline. The Chair advised that he would like this percentage to be higher but recognises the difficulties this year with RGMS.

   b. NHMRC CDA applications – verbal report
   External deadline was 12 April, and 12 applications were submitted from Griffith.
c. Future Fellowships – verbal report  
External deadline is Wednesday 21 April. 26 applications are in preparation.

d. ARC Linkage applications Round 1 2011 – verbal report  
Internal deadline is 20 April, and the external deadline is Wednesday 12 May. So far the Office for Research is aware of 14 applications and is in the process of arranging external assistance for applicants.

e. ARC LIEF – verbal report  
External deadline is Wednesday 26 May, internal is Wednesday 21 April. At this stage there are eleven applications being submitted through Griffith, which is a significant improvement over recent years.

3.2  ERA Update

a. The Chair spoke to a briefing paper on ERA/SRE and research block grants. He explained that to get access to the funding, universities must agree to sign a compact with the Commonwealth, and their academic staff must fill out a survey. There must be a 67% return of the survey to satisfy the Commonwealth. At Griffith all academic staff have been asked to complete the survey. Some other institutions have only asked their research active staff to participate.

Income remains the main driver in determining funding allocations. Publication outcomes make a modest contribution.

The Chair noted that ERA will impact on the Commonwealth distribution of research funding support but exactly how this will occur is not yet clear.

It is important that researchers do not solely use the ERA ranking of journals to determine where to publish, as the rankings are in many cases contentious, and may well change in the future. The message is to focus on A & A* where possible, but not to discount publication in other journals where this is professionally appropriate.

The Associate Director OR advised that a Higher Education Research Advisory Committee has been established, and it will look at indirect costing data and how it plugs into SRE. A technical working group is to be set up, to look at data from ERA and staff activity surveys, but DIISR aren’t seeking a total alignment of data, as one is historical and one is current. There will be quality assurance on staff activity survey – DIISR will audit some institutions to see whether the surveys align with institutional activity.

b. The Research Quality Task Force will meet on Friday 16 April, to analyse the spreadsheets prepared by the advisory committees from the groups. The purpose is to ensure that Griffith is bringing together disciplines in the most advantageous way.

The Associate Director OR thanked the groups for the data – the Research Quality Task Force will see a matrix of 157 fields of research with 11,300 text based outputs and creative outputs so close to 12,000 all up. Feedback from ARC is that there is a spectrum developing, with some institutions reporting ERA readiness, whilst others are still floundering. It is clear that whilst ERA is about excellence in research performance, it is also about good data management. A summary will be provided to the May meeting.

3.3 Griffith’s 2009 ARC Centre of Excellence and CRC bids

Information about the bids was tabled for the Committee’s information. There will be one Griffith–led ARC Centre of Excellence plus involvement in 3 others, and four CRC bids with varying levels of involvement from Griffith staff.

Action:

3.4 OR to provide a summary of the Research Quality Task Force data to the May meeting.

4.0 DEAN’S REPORT
4.1 The Dean reported on GGRS Interim Measures Prior to Implementing Comprehensive Online Business Processes.

- Client service focus – an email is to be sent out to all RHD students, detailing service arrangements on all campuses and the location of the ‘shopfront’ on each campus. GGRS has secured space in G06 on the Gold Coast.

- A large amount of information has been moved from the intranet to the public site so that users don’t have to go through the Portal.

- As an interim measure to streamline process management and increase the proportion of applications that translate into offers, an Expression of Interest process will be introduced. This has gone to Board of Graduate Research advisory group, all members of the Group were in favour of the idea, including the Deans Research. Page 3 of the tabled document shows what the web form will look like. The purpose of the form is to provide sufficient information so that the HOS can make a decision about whether the school is interested in a student and can then provide a quick response advising of interest, potential supervisors and that the applicant should proceed to submitting a full application. This form should reduce the wait for a response from Griffith to a potential student to 2 weeks at the most.

- The Dean is concerned about the length of time it takes some students to reach confirmation, and the number and length of extensions past the period of maximum candidature. This item will be discussed at the next Board of Graduate Research meeting.

- Procedures in relation to confirmation need to be reviewed by GGRS, particularly in light of the increasing practice of block confirmation seminars.

- The committee agreed that it should not be necessary to sign up to 10 forms to allow a series of a couple of days extension to get a room booking, arrange the confirmation etc. The Dean will look into streamlining this.

- There was also discussion about student publication as a prerequisite for thesis submission. In journal-driven disciplines some students were not getting the message about the importance of publication during candidature. A proposition is one journal article published at completion. There is a need to consider disciplines where journal or conference publications are not the normal way to proceed, ie performing and creative arts, or areas where books are the normal outputs. A position paper on RHD student publications to be developed by Board of Graduate Research.

- The Committee also discussed the research productivity and qualifications of supervisors: whether people who had not published for years, or who were not research active, or who did not hold a PhD should be able to supervise PhD students. The Board of Graduate Research is reviewing Supervisory Accreditation Policy and policies relating to quality research higher degree supervision.

**Action**

4.2 The Dean will investigate streamlining the process for requesting a series of small extensions to confirmation of candidature.

Board of Graduate Research to develop position paper on student publication.

The Board of Graduate Research is reviewing Supervisory Accreditation Policy and policies relating to quality research higher degree supervision.

5.0 OFFICE FOR RESEARCH INTERNAL POLICY – FULL COSTING OF PROJECTS FUNDED BY EXTERNAL RESEARCH GRANTS

5.1 The Chair reminded members that the last meeting of the RAPS committee had approved an overheads charge on external research grants. He then took the item to Executive Group, where it was approved, with a change so that the funds are distributed 1/3 to the DVC(R), 1/3 to capital fund and 1/3 to the academic group. EG
decided that a University Policy was not required to implement an overheads charge, this was just a decision that the university makes about how to administer its grants. However, there still needed to be an internal policy so that the Office for Research could implement the decision and advise researchers of it.

5.2 The Committee asked that section 4.1 first paragraph be amended to add ‘$150,000’ to the end of the first paragraph, and that ‘$500,000’ be changed to $600,000 in the same paragraph.

5.3 The Chair advised that he would now prepare a briefing for staff and ask HR and the PVC (Administration) whether this required any further staff consultation.

Action
5.4 Amend the policy as per paragraph 5.2 above. Seek advice on staff consultation as per paragraph 5.3.

Resolution
5.5 The Research Committee approved the Office for Research policy for the full costing of Projects funded by external research grants.

6.0 RESEARCH CENTRE FOR PUBLIC CULTURE AND IDEAS – CHANGE OF NAME

6.1 Professor Bennett outlined the reasons behind the proposed change of name. The main purpose is to change to a name which gives a clearer picture of what the centre actually does. Many centre members do not like the name or agree with it. Outside organisations think the centre is a source of funding. Members wanted a name that reflected the multi disciplinary nature of the centre and summarised what the discipline areas contribute to the centre. Members agree that ‘culture’ is what binds them together – from historical to contemporary culture, and so ‘Griffith Centre for Cultural Research’ was decided.

Action:
6.2 The proposed change of name is to be sent to Academic Committee for approval.

Resolution:
6.3 The Research Committee resolved to recommend to Academic Committee that the Centre for Public Culture and Ideas change its name to the Griffith Centre for Cultural Research.

7.0 INTERNAL GRANTS STRATEGY

7.1 The Chair introduced this item, and asked the Committee for a discussion of this subject. If we want to shift the allocation of funds it will have to be from within the top 4 schemes on the first page of the cover sheet. The Chair advised that he has had discussions with other DVC(R)s about how much return a university gets from internal grants such as the New Researcher Grant or the Griffith University Research Grant. Return on investment is much clearer with Encouragement Grants, as about 25% of recipients go on to achieve external grant success for their project. What is not clear is how many of these would get up anyway, of course, but the inclination is to leave this scheme alone.

7.2 The Griffith University Industry Collaborative Grants exist to prime linkage interaction. It is not clear whether this would happen anyway, so there must be a question mark over this scheme.

7.3 The Committee agreed that it was essential that we continue to offer the New Researcher Grant. There was also support for continuing the Griffith University Research Grants, as it can help people through a bad phase in attracting external grants.

7.4 A suggestion was made to put funding into new appointments as a three year start up, for example into the Sir Samuel Griffith lectureship, in a structured scheme to build publications and provide mentoring. There could be a school co contribution. There would be an expectation that at the end of the three year period the applicant would have secured external funding. The Chair undertook to talk with the Vice-Chancellor about this idea.

7.5 There was some support for the idea that funding to the GURG scheme be reduced and that people apply for NCGs and that there be a greater amount of funding available through the Encouragement Grants.
Action:
7.6 Prepare a position paper for the May meeting of Committee.

Resolution:
7.7 The Research Committee agreed that a paper should be developed for the next meeting, including more funds to Encouragement Grant Scheme, and an analysis of the GUIC conversion rate. Depending on that analysis, we may discontinue the latter scheme. The paper will consider an increase to the New Researcher Grants, including introduction of a quarantined portion to fund a research component to the Sir Samuel Griffith Lectureship. The paper will contain a structured plan of research development.

8.0 RESEARCH CENTRE FOURTH YEAR REVIEWS
8.1 The Chair advised that he will present a revised template for the 4th year report to the May meeting. The revised template will be aligned to the Staircase reporting, and will be explicit that metrics to be used in the review process will be Staircase.
8.2 The group of small centres that are not funded from the Research Policy funding pool will be treated differently and probably not be part of this 4th year review.

Action:
8.3 Prepare revised template for Research Centres 4th year report, for May meeting of Research Committee.

Resolution:
8.4 The Research Committee noted the information provided.

9.0 CONSTITUTIONS FOR BOARD OF GRADUATE RESEARCH AND RESEARCH COMMITTEE APPROVED BY ACADEMIC COMMITTEE

Resolution:
9.1 The Research Committee noted the new Constitutions for the Board of Graduate Research and the Research Committee had been approved by Academic Committee, with the minor amendments mentioned in the Agenda Cover Sheet.

10.0 PROPOSED NEW VERSION OF GRIFFITH UNIVERSITY RESEARCH ETHICS MANUAL BOOKLETS 1, 3 AND 37
10.1 The Chair stated that the booklets are an excellent resource and Deans Research should ensure that the booklets are drawn to attention of staff. The Office for Research will PDF them and launch them, and make them available on the OR website. The booklets should also be sent out to research ethics advisors, who should be asked to formally inform staff and students about the new booklets and report to the school committee. The booklets should also be sent to RHD convenors, and to that end, the Associate Director OR will send the information to the Dean GGRS, who will distribute to the RHD convenors.

Action:
10.2 Associate Director OR to send booklets to Dean GGRS for distribution to RHD convenors.

Resolution:
10.2 The Research Committee noted the revised booklets.

11.0 REPORTS FROM THE OFFICE FOR RESEARCH
11.1 The following reports were noted by the Committee:
- Research Applications for 01/03/2010 – 06/04/2010
- Grants Awarded for 01/03/2010 – 06/04/2010
- Consultancies Awarded for 01/03/2010 – 06/04/2010
Noted

12.0 2010 Schedule of Meetings

2010 Meeting Schedule listed below

Meeting Day: Tuesdays 9:30am - 11:30am

* meetings will proceed only if business warrants

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<tr>
<th>Meeting Date</th>
<th>Campus</th>
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<td>11 May</td>
<td>Video Conference: Nathan and Gold Coast</td>
<td>N72 Room _1.18</td>
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<td>8 June*</td>
<td>Video Conference: Nathan and Gold Coast</td>
<td>N72 Room _1.18</td>
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<td>13 July**</td>
<td>Mt Gravatt</td>
<td>Social Sciences M10 Room 5.01</td>
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<td>10 August</td>
<td>Nathan</td>
<td>Bray Centre N54 Room 2.01</td>
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<td>7 September*</td>
<td>Video Conference: Nathan and Gold Coast</td>
<td>N72 Room _1.18</td>
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<td>12 October**</td>
<td>Mt Gravatt</td>
<td>Social Sciences M10 Room 5.01</td>
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<td>9 November</td>
<td>Nathan</td>
<td>Bray Centre N54 Room 2.01</td>
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<td>7 December**</td>
<td>Gold Coast</td>
<td>Chancellery G34 Room 2.02</td>
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Noted

Confirmed:..........................

Date: ..................................