PRESENT

Members
Professor Parlo Singh, Acting Chairperson
Professor Andy Bennett, AEL
Professor Richard Bagnall, AEL
Associate Professor Michael Blumenstein, SEET
Professor Howard Wiseman, SEET
Professor Graham Cuskelley, Griffith Business School
Professor Andrew O'Neil, Griffith Business School
Professor David Shum, Griffith Health
Professor Lesley Chenoweth, Elected member of the Professoriate
Mr Malcolm Wolski, INS
Dr Vicki Sherburd (Secretary)

Rights of Audience and Debate
Dr Vicki Pattemore (Director, OR)
Mr Tony Sheil (Deputy Director, OR)
Ms Daina Garklavs (Deputy Director, OR)
Ms Julene Finnigan (Resource Manager, Corporate Resource Management PFS)

Invited
Dr Freya Mearns
Dr Heidi Russo

1.0 APOLOGIES
Professor Ned Pankhurst, Chairperson
Dr Calvin Smith
Professor Lyn Griffith

Noted

1.1 The Acting Chair welcomed Professor Richard Bagnall the new Dean (Research) Arts, Education and Law to the committee and thanked Professor Claire Wyatt-Smith for her contribution.

2.0 CONFIRMATION OF MINUTES

2.1 The minutes of the 06/10 meeting were confirmed as a true and accurate record.

3.0 CHAIR’S REPORT

3.1 ERA 2010 Results

3.1.1 The Deputy Director, OR (Policy, Ethics and ERA) reported on the results and highlights of ERA 2010 and Griffith’s overall performance. The Deputy Director noted that ERA required the collection of substantial data, which saw Griffith submit to more fields of research than most other IRUs. Ultimately, this work contributed greatly to the overall result.
3.1.2 The Deputy Director noted that Griffith is still coming to terms with what some of the results mean and that further analysis will be required. However ERA has clear implications for the way Griffith recruits staff and attracts students.

3.1.3 The Committee discussed the prospect of ARC ERA processes being more transparent in future and whether the list and ranking of journals would be reviewed by the ARC. They also discussed how discipline groups could improve performance in ERA 2012.

**Noted**

### 3.2 Research Centre Rankings

3.2.1 The Committee discussed the Research Centre rankings and how the quality and quantitative rank influences the Total Rank.

**Action**

3.2.2 The Committee requested that the ranking table be presented on one landscape page to improve readability.

### 4.0 DEAN’S REPORT

#### 4.1 Action items from the Griffith Board of Graduate Research December meeting

4.1.1 The Dean, Griffith Graduate Research School highlighted that a number of other universities are introducing a course work component into higher degree research studies, similar to that seen in the USA and more recently the UK. The Dean indicated that this is a development that Griffith will monitor as a means for improving the quality of HDR training.

4.1.2 The Dean highlighted that a report on Graduate attributes is going to the next meeting of Academic Committee.

**Noted**

#### 4.2 2010 HDR Scholarships Round and Thesis Completions

4.2.1 The Dean, Griffith Graduate Research School discussed the number of scholarships on offer in December 2010, the acceptance rate and some of the issues that arose in this round. The Dean highlighted that the lack of an integrated online application and business processing system was a disadvantage, that many applicants had applied to multiple universities, and that scholarship offers were not getting out quick enough.

4.2.2 The Dean identified some of the strategies GGRS will be pursuing to address these issues but noted administrative viability and privacy issues may negate some options.

**Resolution**

4.2.3 The Committee resolved to approve the recommendations of the GGRS to improve the HDR scholarship round process and timelines, including:

- a list of student numbers be published on the GGRS website as soon as possible after the scholarship rankings are complete, after this process has been reviewed and approved by the PVC (Admin). Applicants would be advised in advance that they can find out the result of the round from the website, with a hard copy letter and email to follow with all details.
• GGRS investigate whether the email address can be made a required field in the Studylink application to enable speedier communication with all applicants.
• Heads of Elements and Deans Research be asked to return all applications in a timely manner so that all information is available for processing communications to students, whether successful or not.
• a template spreadsheet be established so that all elements provide information for ranking in the same format.
• for School and Group scholarships, the elements be asked to provide establishment details prior to the round so there is no delay in processing successful applications.
• Groups be asked to provide information on top-up scholarships at or prior to the Deans Ranking Meeting.
• all applicants be entered on to the Peoplesoft system prior to being sent to the HDR Officers for bookmarking and preliminary application checking/categorising. The need for the special code for those who have nominated to apply for a scholarship will be reinforced with HDR Officers for all applications, including those out of round.
• all communications to students will be reviewed in terms of clarity and accuracy.
• a date to be determined after which those submitting an Expression of Interest will be not eligible for the upcoming scholarship round.
• the end of scholarship round be moved forward to end September/mid-October to enable offers to be despatched earlier than in the past.
• a debrief meeting be held with the Group Executive Officers in the next few weeks to determine from their point of view what worked with the process, what did not work and how processes can be improved.

5.0 GRIFFITH UNIVERSITY GRANT OUTCOMES

5.1 2011 Travel Fellowship Awards Recommendations and Approved Funding
The Deputy Director OR highlighted that no applications were received in 2010 for the Jackson Memorial Fellowship. The travel fellowship is to establish relationships between the University and universities of Southeast Asia.

5.2 2011 New Researcher Grant (NRG) Panel Recommendations, Results and Outcomes

5.3 2011 Encouragement Award Recommendations

5.4 2011 Griffith University Research Infrastructure Program (GURIP) Awards Outcomes

Noted

6.0 GRIFFITH UNIVERSITY FUTURE FELLOWSHIP OUTCOMES

6.1 The Committee noted that Dr Wesley Widmaier holds a joint appointment with the Centre for Governance and Public Policy and the Griffith Asia Institute.

Noted

7.0 ARC LINKAGE PROJECT ROUND 2 APPLICATIONS

Noted
8.0 ARC LAUREATE FELLOWSHIP APPLICATIONS
Noted

9.0 ETHICS MANUAL BOOKLET 12 (CLINICAL RESEARCH: ETHICAL AND GOVERNANCE ISSUES)
Noted

10.0 REPORTS FROM THE OFFICE FOR RESEARCH
The following reports were noted by the Committee:
Research Applications for 05/01/10 – 31/01/11
Grants Awarded for 05/01/10 – 31/01/11
Consultancies Awarded for 05/01/10 – 31/01/11
HREC Minutes of 5 October 2010
AEC Minutes of 11 November 2010
Noted

11.0 2011 SCHEDULE OF MEETINGS
Next meeting 9.30am-11.30am, Tuesday 15 March, Gold Coast Chancellery G34 Room 2.02

10.0 Other Business
No other business to report.