PRESENT

Members
Professor Ned Pankhurst, Chairperson
Professor Parlo Singh, Deputy Chairperson
Professor Andy Bennett
Associate Professor Michael Blumenstein
Professor David Shum
Professor Howard Wiseman
Professor Lesley Chenoweth
Dr Heidi Russo (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 (Policy Officer Research Excellence OR)
Vicky Kristofferson (Research Scholarships GGRS)

1.0 APOLOGIES
Professor Lyn Griffiths
Professor Graham Cuskelly
Professor Claire Wyatt Smith
Professor Andrew O’Neil
Dr Calvin Smith (Deputy Director, Griffith Institute for Higher Education)
Mr Malcolm Wolski

2.0 CONFIRMATION OF MINUTES
2.1 The minutes of the 05/10 meeting were confirmed as a true and accurate record.

3.0 CHAIR’S REPORT
3.1 ARC and NHMRC update and grant results
3.1.1 The Chair reported that the ARC Future Fellowships will be announced on 17 November and that the NHMRC Career Development Awards will be announced in late November.

3.1.2 The Chair reported on grant outcomes for:
   a. ARC Discovery Projects 2011 Outcomes
   b. ARC Linkage Projects 2011 Outcomes
   c. NHMRC Projects 2011 Outcomes
   d. NHMRC COE in Nursing Interventions for Hospitalised Patients
e. Other successful grants with Griffith CIs administered through other universities

Noted

3.2 ERA 2012

3.2.1 The Deputy Director, OR (Policy, Ethics and ERA) reported on the latest ERA developments and announcement of the next ERA 2012.

Noted

4.0 DEAN’S REPORT

4.1 Action items from the Griffith Board of Graduate Research October meeting

4.1.1 The Dean provided an update on all matters mentioned in the Action Sheet from the October meeting of the Griffith Board of Graduate Research including the Proposed Inclusion of Coursework During Candidature.

Noted

4.2 Griffith Graduate Research School Review Implementation Sheet

4.2.1 The Dean updated the Committee on the progress and what has been completed against the recommendation and Implementation Plan from the Griffith Graduate Research School Review:

• Online candidature and scholarships processes implemented in TeamPlace
• Expression of Interest System Training commenced and to be implemented effective mid-November
• Integrated online system with work flows, fully integrated with Office for Research system to be implemented 2011
• All HDR applications moved to on-line applications and Studylink system integrated into GGRS work forms and flows so that paper-based processes have moved online
• GGRS staff positions reviewed and revised and staffing profile developed to align with new strategic direction
• HDR enrolment, completion and scholarship targets set and discussed with Deans, Research. Scholarship targets set and discussed with PVCs. New Scholarship Strategy and Statement of HDR Graduate attributes being developed.
• Client Service Workshops held and professional development opportunities provided to Team Leaders. Weekly problem solving and strategy meetings held with Team Leaders.
• Marketing and Communication Plan developed. GGRS communication initiatives across the University and campuses for all HDR student issues and updates provided on BGR policies and changes to GGRS practices
• Leadership and active involvement in Research Week, Open Day, Postgraduate Information Sessions, 3 Minute Thesis Competition, HDR Alumni Dinner
• Board of Graduate Research established and HDR policies revised:- introduction of new candidature milestones, lapse in candidature for HDR students exceeding maximum period of candidature, PhD with publications, enrolment in coursework during HDR programs, HDR...
graduate attributes, policies in relation with HDR supervisors, convenors and professional development modules included Supervisor Accreditation and professional development modules for supervisors and convenors.

4.2.2 The Chair commended GGRS on the ongoing activities and progress on the Implementation Plan from the Review and asked the Dean to convey appreciation on all the hard work and effort to GGRS staff.

Noted

4.3 End of year scholarship information

4.3.1 The Dean provided an update on the following End of year Scholarship information:
- 4.3a Team Place overview for Heads of Element and HDR Convenors
- 4.3b Key dates for 2011 scholarship round
- 4.3c Sample of scholarship merit sheet
- 4.3d Research Higher Degree Convenors

4.3.2 The Chair commented on the overall improvement in how the Scholarship program is being managed and that developments are heading in the right direction.

Noted

5.0 RESEARCH CENTRES ANNUAL REVIEWS AND INDICATIVE RANKING AND FUNDING MODEL

5.1 The Chair outlined the Annual Review assessment process and the scoring and ranking of Research Centres and signalled how it would vary in the following year.

5.2 The Chair presented the indicative ranking of Centres based on the qualitative score and funding that would be allocated to Centres in 2011 and invited consideration on whether to release these figures to Centres.

5.3 The increase of funding for some Centres beyond the 10% cap was due to an additional amount of funding in the overall Research Centre funding pool.

5.4 The Committee discussed how the ranking table was limited to showing only 25% (Staircase key performance indicators) of overall Research Centre performance and deliberated how Centre performance could be better represented.

Resolution:

5.5 The Research Committee:

5.5.1 Agreed it would be more useful to remove the funding column from the ranking table as it did not present an accurate picture of overall Research Centre performance and to update some incorrect Research Centre details

5.5.2 Agreed to Research Centre performance being presented on two separate ranking tables so that Research Centres can distinguish between their performance both:
a) Against the standard 75% metrics used to calculate the University’s Institutional Grant Scheme (IGS) and Research Infrastructure Block Grant (RIBG) funding to recognise that the primary driver is still Higher Education Research Data Collection (HERDC) income; and

b) Against the 25% Staircase qualitative key performance indicators to take into account the benchmarked (discipline/field-normalised) comparison between the Research Centres

5.5.3 The two tables will then form the basis for a more balanced assessment against which review commentary will be framed

5.5.4 The Research Centre assessment will incorporate performance rankings from both tables and will include Staircase trend analysis and acknowledge any recent significant funding outcomes

5.5.5 The Assessment Panel’s summary feedback, final ranking assessment and funding allocation will be consolidated in the review letters to the Research Centres

Action:

5.6 OR to produce two (2) Research Centre performance ranking tables based on the 75% IGS and RIBG metrics and 25% Staircase key performance indicators for consolidation of Assessment feedback

5.7 OR to provide the Chair with the final Research Centre funding allocation

5.8 OR to finalise the Research Centre review feedback letters

6.0 PROPOSAL FOR FORMATION OF THE MUSCULOSKELETAL RESEARCH PROGRAM (MRP)

6.1 Professor Shum presented the proposal for the establishment of the Musculoskeletal Research Program (MRP) as an emerging area of strength in Griffith Health Institute. The Program has the strong support of Pro Vice Chancellor (Health) and Director GHI. The Committee noted the well-documented plan and strategy which addressed all the criteria for becoming a Research Centre.

Resolution:

6.2 The Research Committee endorsed the program on a probationary basis subject to meeting research publication performance and income targets

6.3 The Research Committee agreed to initially fund the requested budget level outside of the Research Centre and Program funding process in 2011 but ongoing funding in 2012 will be through the normal Research Centre funding process.

Action:

6.4 Draft a letter to Pro Vice Chancellor (Health) approving the establishment of the Musculoskeletal Research Program subject to meeting performance expectations in research publication and income targets.
7.0 RESEARCH GRANTS DIFFERING LEVELS OF SERVICE AND ALIGNMENT OF GRANTS TEAM MEMBERS TO RESEARCH CENTRES

7.1 The Deputy Director, OR (Research Services) Daina Garklavs presented plans to improve client service within the Research Grants including:

- Levels of Review for Grant Applications
- Levels of Review for Grant Contracts and
- Alignment of Grants Team Members to Research Centres

Resolution:

7.2 The Research Committee endorsed the Research Grants Team plans for Levels of Service for Grant Applications and Contracts and Alignment of Grants Team Members to Research Centres.

8.0 REPORTS FROM THE OFFICE FOR RESEARCH

The following reports were noted by the Committee:

- Research Applications for 01/10/2010 – 4/11/2010
- Consultancies Awarded for 01/10/2010 – 4/11/2010
- Human Research Ethics Minutes meeting 8/10

Noted

9.0 2010 SCHEDULE OF MEETINGS

2010 Meeting Schedule listed below

Meeting Day: Tuesdays 9:30am - 11:30am
* meetings will proceed only if business warrants
** Chaired by Professor Parlo Singh

<table>
<thead>
<tr>
<th>Meeting Date</th>
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<tr>
<td>7 December**</td>
<td>Gold Coast</td>
<td>Chancellery G34 Room 2.02</td>
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<td>(Council Chambers)</td>
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Noted

10.0 Other Business

10.1 The Research Committee noted that if the December Agenda does not have sufficient items to report to a full meeting, they may be circulated to Committee members.

Action:

10.2 Secretary to notify members to confirm if the December meeting will be cancelled within the next two weeks

10.3 The Chair thanked all the Research Committee members and expressed appreciation for their contribution which was strongly valued through the year.