The 7/2011 meeting of the Research Committee was held from 9.30-11.15am on Tuesday 13 September 2011, at Gold Coast Campus, Chancellery G34 Room 2.02.

MINUTES

PRESENT:
Professor Ned Pankhurst
Professor Parlo Singh
Professor Graham Cuskelly
Professor Richard Bagnall
Associate Professor Michael Blumenstein
Professor Lyn Griffiths
Dr Katherine Main
Ms Joanne Sparks
Dr Vicki Pattemore
Ms Daina Garklavs
Mr Tony Sheil
Dr Calvin Smith

APOLOGIES:
Professor Andy Bennett
Professor Leslie Chenoweth
Professor Andrew O’Neil
Professor David Shum
Professor Howard Wiseman
Ms Julene Finnigan

Secretary:
Ms Mary Meadowcroft

2.0 CONFIRMATION OF MINUTES

The minutes of the 6/2011 meeting were confirmed.

3.0 CHAIR’S REPORT

3.1 ARC LAUREATE FELLOWSHIPS

The Chair advised that he will discuss possible applicants for the next round with the Academic Group PVCs and Research Deans. The success rate for this scheme is only 12% and the University will probably submit a maximum of two or three applications. Two rounds of this scheme have now been held and the standard required for success is now fairly clear and we will address our intentions around those standards.

Noted

3.2 IMPLEMENTATION OF EOI PROCESSES

The Chair provided an update on the roll-out of EOI processes for major external funding schemes. Some of the Academic Groups have raised concerns about timing of the process. However, the decision on timing was made with the deliberate intent of encouraging applicants to start writing applications much earlier.
in the year. The timing also reflects the decision of the NHMRC Reference Group based on several years experience of the review process. The process and timing will be reviewed following submission of applications next year. The guidelines for the NHMRC EOI process have been clarified regarding which applicants are required to adhere to the early January deadline, and this has eased most concerns.

The Deputy Director, Research Services, Office for Research advised that ARC may be considering implementation of a quota on the number of applications each institution can submit. If this is the case, the EOI process will help Griffith to be well prepared.

**Noted**

3.3 NHMRC POSTGRADUATE SCHOLARSHIP APPLICATIONS
3.4 NHMRC DEVELOPMENT GRANTS – SUBMISSION OF APPLICATIONS
3.5 NHMRC PROGRAM GRANT

**Noted**

3.6 UPDATE ON ERA 2012

The Deputy Director, Research Policy, Office for Research reported that both the ERA publications collection and verifications are now complete. Griffith’s ERA preparation schedule is moving rapidly and according to plan. Academic advisory teams have been reviewing the Fields of Research (FoR) assignment for income and non-journal outputs as well as peer review selection. It is anticipated that the final journal list will be available around 20 September. Once the list is available some 9000 journal outputs will be sent out for FoR assignment, which will be completed by the end of October. Following FoR assignment, the Office for Research will assemble the data during November. The University’s ERA submission for 2012 will be largely complete by December, and a submission profile will be presented to the December Research Committee meeting.

ARC has confirmed that Scopus is the citation provider for 2012, which provides assurance that field-normalised citation benchmarks will be similar to those provided in ERA 2010.

At this stage there appears to be a 20% increase in overall outputs made up of a 40% increase in books, 28% increase in book chapters and up to 25% increase in journal articles over numbers for ERA 2010. This is counterbalanced slightly by a 10% drop in conference papers.

The Chair acknowledged the work of the Director, Scholarly Information and Research, INS, and her team in completing the publications collection.

**Noted**

3.7 CONSULTATION PAPER ON OPTIONS FOR INCLUSION OF ERA IN SRE FUNDING ALLOCATION MODEL

The Chair reported ongoing requests for consultation from the Commonwealth. The most important consultation papers and Griffith’s draft responses are brought to the Committee for input, but this is not always possible where timeframes are short. Some consultation papers are also very detailed and required considerable background knowledge, making Committee input difficult.
The Chair and the Deputy Director, Research Policy, Office for Research are to attend a meeting with the Commonwealth on 20 September, at which the Commonwealth will present their proposed approach to applying ERA results as a quality multiplier in the Sustainable Research Excellence (SRE) funding formula.

The recently completed SRE staff activity survey will also inform the SRE funding formula.

**Action**

Griffith’s submission on the SRE funding formula and the link to the discussion paper will be circulated to members.

**Agreed**

The Committee agreed that the Chair should continue to make executive decisions regarding Commonwealth submissions, but that submissions of likely interest to the Committee should be circulated where submission deadlines allowed.

**Noted**

3.8 REVIEW OF INDUSTRY AND OTHER INCOME (CATEGORY 3) AND THE JOINT RESEARCH ENGAGEMENT (JRE) SCHEME

The Chair advised that the University has finalised a submission on this matter.

**Noted**

3.9 UPDATE ON STRATEGY FOR CEPS AND NCCARF REBIDS

These two major externally funded centres are approaching the end of their current funding allocations.

The ARC Centre of Excellence in Policing and Security (CEPS) has sought ARC approval to carry forward funding to December 2013 and has also, on ARC invitation, sought interim funding to carry the Centre through to the next Centres of Excellence funding round. The outcome of that request is not yet known. It is anticipated that there will be an application round for Centres of Excellence in 2013, with a call for expressions of interest towards the end of 2012. A Griffith-led CEPS re-bid will be a major priority for the University.

The National Climate Change Adaptation Research Facility (NCCARF) is funded to the end of 2013. All existing parties have now signed an amended consortium agreement for the extended funding period. NCCARF with assistance from Office for Research is now developing a prospectus for prospective new investors in NCCARF phase 3. A draft of the prospectus will be considered at an NCCARF board meeting on 16 September. A bid for new Commonwealth funding will be presented either this year or next year, subject to the Commonwealth budget priorities and feedback from the Department of Climate Change and Energy Efficiency.

**Noted**

4.0 DEAN’S REPORT

4.1 BOARD OF GRADUATE RESEARCH ACTION SHEET

The Dean advised that the guidelines for the conferral of awards posthumously and on the basis of permanent incapacity have been reviewed and will also now apply to those candidates diagnosed with a terminal illness. A flexible approach has been adopted to ensure the policy covers the widest possible range of scenarios. The new policy allows the supervisor to put forward a case for consideration by a
committee including two specialists in the area. The committee’s recommendation will be considered by the DVCR, with final approval resting with the DVCA.

Noted

4.2 RESTRUCTURING OF GGRS

GGRS has now been reorganised, with a small strategic team remaining with the Dean (GGRS) and named GGRS, and the staff responsible for business processing moving to a specialized unit in Student Administration, and re-named Higher Degree Research Student Centre (HDRSC). The location presence at Nathan and Gold campuses remains unchanged, although signage will change to reflect the new name change. The restructure is intended to increase the efficiency of business processing.

GGRS staff will be located in close proximity to Office for Research staff in the renovated space on level 0 of the Bray Centre, Nathan campus. There will also be a GGRS presence at the Gold Coast in close proximity to the Office for Research staff.

The scholarships budget remains within the DVCR portfolio. The Dean GGRS retains responsibility for strategic direction, policy, ranking and approval of award of scholarships. The business processing for scholarships will be undertaken within Student Administration.

Research training and education also remains the responsibility of the Dean GGRS.

Noted

4.3 SCHOLARSHIPS MID YEAR ROUND REPORT

The quality of applications was high and the University made more offers than for the previous mid-year round. Increased offers were made to international students and these were packaged with a tuition fee scholarship.

The Committee was advised that requests for tuition fee scholarships to accompany a broadly defined competitive living allowance scholarship should be sent to the Dean GGRS who would seek approval from the DVC(R).

Noted

4.4 SCHOLARSHIPS CAPRS REPORT

DVC(R) provided additional funding in 2011 for completion assistance postgraduate scholarships which would be allocated in a competitive round process. The CAPRS 2011 strategy is distinctive in the following ways:

(a) Scholarship Payment: 50% of funding is from the Group level and paid fortnightly as a stipend; and 50% funding from GGRS paid if completion is on time.

(b) 3 month completion scholarship rather than 6 month.

(c) Competitive round with added selection criteria, including: nomination of examiners forms completed, evidence of publication track record.

(d) Selection panel, Chaired by Dean, GGRS and including two Deans, Research to rank all applications on merit and recommend allocation to DVC(R).

Twenty applications were received in the September, 2011 round. The new CAPRS strategy, policy and processes will be reviewed, and improvements considered for 2012 rounds.
**Action**

The Committee requested the Dean GGRS to continue to track completion data and review the conditions for completion assistance over the next year.

**Noted**

4.5 SCHOLARSHIPS TRAVEL GRANT REPORT

4.6 COMPLETIONS

4.7 SUPERVISOR ACCREDITATION REGISTER

**Noted**

5.0 GRIFFITH UNIVERSITY INDUSTRY COLLABORATIVE SCHEME (GUICS)

The purpose of this scheme is to assist researchers to develop relationships with industry with a view to future development of a research grant application. The scheme appears to have been successful in returning grant funding to Griffith, but is very demanding of time for both academic reviewers and Office for Research staff for relatively small amounts of funding per grant. It is proposed to retain the scheme as a mechanism for leveraging external funding from industry, but to broaden its scope beyond the ARC Linkage Projects. It is also proposed to streamline the administration of the scheme, reducing the time required from assessors.

The Committee approved the recommendations that:

1. The focus of the GUIC Scheme be widened to include any external research grant scheme that requires industry collaboration and cash commitment;

2. Application be by submission of a short EOI to the Office for Research;

3. Assessment of applications be handled by the Research Development Team within the Office for Research with academic assessment only as required;

4. A report on the effectiveness of the GUIC Scheme in growing industry partnerships for external grant applications be submitted to Research Committee in September 2013.

**6.0 CHANGE OF NAME FOR THE MUSCOLOSKELETAL RESEARCH PROGRAM**

Research Committee agreed to recommend to Academic Committee that the name of the Musculoskeletal Research Program be changed to the Centre for Musculoskeletal Research.

**7.0 GRIFFITH UNIVERSITY/JAMES COOK UNIVERSITY COLLABORATIVE GRANTS SCHEME**

The outcomes from the 2011 Griffith University/James Cook University Collaborative Grants Scheme were noted by the Committee.

The Chair reported that the DVCrs of the two universities will assess the ongoing value to both institutions of this scheme based on the first couple of funding rounds. The cash investment in the scheme is relatively minor and it provides benefit to Griffith through enhancing its involvement and profile in tropical science research alongside JCU. After JCU, Griffith is one of the largest providers of tropical science research in Australia and is involved with JCU and some 10 other universities in the Tropical Science and Knowledge (SKI) consortium strongly supported by State Government. Given the current focus of SKI on attraction of HDR students, it is critically important that Griffith retains a strong public profile in tropical research.
8.0 MATTERS FOR NOTING

8.2 Applications Submitted for 01/07/2011 – 31/08/2011
8.3 Consultancies Awarded for 01/07/2011 – 31/08/2011
8.4 Animal Ethics Committee Minutes 0411
8.5 Animal Ethics Committee Minutes 0511

9.0 OTHER BUSINESS

Professor Lyn Griffiths advised that she has been appointed the Director of the Queensland Institutes of Health, a consortium of all the biomedical life science research institutes in Queensland, for a term of two years from October 2011. The Chair requested that Office for Research identify an Office contact to assist with leveraging off this role.

10.0 NEXT MEETING

The next meeting of the Research Committee will be held at 1.00pm-3.00am on Tuesday 4 October, 2011 at Nathan campus, Bray Centre N54 Room 2.01.
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Committee Members

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<tr>
<th>Name</th>
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<td>Professor Ned Pankhurst</td>
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<td>Professor Parlo Singh</td>
<td>Member - Deputy Chair</td>
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<td>Ms JoAnne Sparks</td>
<td>Member - PVC (INS) nominee</td>
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<td>Professor Lesley Chenoweth</td>
<td>Elected member of the Professoriate</td>
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<td>Dr Katherine Main</td>
<td>Early Career Researcher</td>
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Persons with rights of audience and debate

- Dr Vicki Pattemore
  Director, Office for Research
- Ms Daina Garklavs
  Deputy Director Research Services, Office for Research
- Mr Tony Sheil
  Deputy Director Research Policy, Office for Research
- Dr Calvin Smith
  Associate Director, Griffith Institute for Higher Education
- Ms Julene Finnigan
  Resource Manager, Corporate Resource Management, Planning and Financial Services
- Ms Mary Meadowcroft
  Secretary

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