RESEARCH & HIGHER DEGREE’S COMMITTEE

Friday, 15th April 2010 at 9:30 am

Board Room
Cradle Coast Campus

1. Welcome and Attendance

2. Minutes from Previous Meeting
   Minutes from the previous meeting were passed, need to use stronger language in future minute taking.

3. Goals for 2010
   - The committee canvassed the idea of another conference for 2010.
   - 2009 Research Conference was the first one for the Cradle Coast campus.
   - With the number of new students for 2010, this might be a good opportunity.
   - A number of senior academic staff members attended the 2009 conference including Dawn Penny and Peter Frappell.
   - A section on the work that Colin Birch is doing has been identified as a possibility.
   - Robyn Eversole asks the committee if the conference would be more of a research showcase.
   - Colin Birch spoke to the committee about the projects that TIAR is currently doing and how this could be involved in the conference.
   - The committee discussed the different work that was completed last year to organise the conference and the amount of human resources that this took.
   - Robyn Eversole spoke to the committee regarding her involvement in the organising side of the conference last year and indicated that it would be better resourced from an administrative side.
   - It was recognised that there was extra pressure put on the Cradle Coast campus reception and that their need to know regarding the amount of assistance needed has to be raised well in advance.
   - Last year’s conference was bigger than expected and the timelines for this year need to be lengthened.
   - After all consideration was taken, the committee forwarded the motion to have a conference this year as well as ½ day of workshops.
   - The conference will be held in Research Week and the first week of August.
   - There will be a conference sub committee convened to organise the conference.
• It was identified that Merian Ellis, Nicki Fletcher, Dayna Broun and Vicki McDonald be involved in the conference subcommittee.
• Extra meetings will be held by the Research Committee leading up to Research Week.
• Maree Gleeson suggested that the committee use the templates from last year to be more time efficient.
• Back up strategies will need to be put in place to avoid staff absences that may arise during the organisation leading up to the conference.
• A formal port of call will be established.
• News about research and the conference will be distributed throughout Research Week.
• CALT will be approached about being involved in the conference and Research Week.
• There will be concurrent sessions run in the future when the conference has been established.

4. Postgraduate Information Evenings - June and October.
• Susan Grant is hosting two postgraduate information sessions.
• The first information session will be on the 1st of June.
• The second information session will be on the 4th of October.
• Julie Strickland to follow up with Graduate Research as to what presence they will have at the information sessions.
• Julie Strickland recommended to the committee that it should be present.
• The presence should be experts on tables for prospective students.
• Robyn Eversole has advised the committee that she will be at the information session.
• Robyn asks the committee if there is an area of research to exhibit at the session.
• Faculty’s are going to be present showcasing different areas of research
• Research Week should be promoted at this event with a display.

5. Postgraduate Research focus for Open Day in August
• Open day will be on the 27th of August.
• It is open for all prospective students.
• Post conference information will be on display.
• A display of something more significant about research that is happening on this campus is highly recommended to be displayed.
• TIAR will be involved this year.
• Maree Gleeson suggests that we have a video streaming.
• An area to have the display running needs to be considered.

6. Graduate Certificate (Research)
• Peter Frappell to be consulted regarding the Graduate Certificate (Research) when he is on campus for the welcome event on the 29th April.
• Colin spoke to the committee regarding the aspect that this campus doesn’t have the capacity to deliver this unit effectively
7 Cross Boundary Research Fund 2010

• Sharon Pittaway, Robyn Eversole and Maree Gleeson to review the Judges comments from 2009 and organise draft Pre-Applications and draft something up.
• Judges comments to be sent around to the committee for review.
• Last year was modelled on IRGS.
• Sign off needs seeking from Heads of Schools

8 Other Business

• Sharon Pittaway tabled the information on the Education Seminar Series.
• Kay Reardon to send the information out via email to all Cradle Coast campus staff.
• Seminars will run every 3rd Wednesday of the month.
• Sharon Pittaway spoke to the committee about the other seminars run.
• It was identified that there is space available in the seminars for PHD students.
• Seminars will appear in the campus newsletter and the ‘UniTas what’s On’ newsletter.
• There is possibility to put the research label on the seminars
• Robyn tabled a research banner for branding of the Research Committee.
• Maree Gleeson to approach Jackie Merchant to work on the banner
• Kay Reardon will set up the Research Committee signatures using the banner.
• The Research Committee will now have a central port of call.
• This needs to be distributed through the university.
• An information sheet to Faculties and School sections regarding the Research Committee with a link to the website.
• Membership to be expanded to all Faculties and Schools on the Cradle Coast campus.