UNIVERSITY OF WOLLONGONG
FACULTY OF INFORMATICS RESEARCH COMMITTEE

Minutes of Meeting 1/07 held at 1:30pm on Thursday, 15 February 2007 in the Faculty Meeting Room, in 39.150A.

PRESENT: Prof S Bouzerdoum (Chair), Mr S Antoun, Dr T Coltman, Prof J Fulcher, A/Prof P Hyland, A/Prof F Naghdy, Prof P Ogunbona, A/Prof T Wysocki, and A/Prof M Zhang.

IN ATTENDANCE: Ms A Panetta.

1. PRELIMINARY BUSINESS
   1.1 Apologies/Leave of Absence
       Apologies were received from Dr G Cox.
   1.2 Confirmation of Minutes for the Meeting of 14 November 2006
       The minutes of the meeting held on 14 November 2006 were confirmed, with the addition of A/Prof Tad Wysocki in attendance.
   1.3 Business Arising from Previous Meeting
       Prof John Fulcher requested a list of students who were offered HDR scholarships and the number of those students who accepted, to be circulated to members before the next meeting.

2. REPORT FROM CHAIR – VERBAL REPORT
   The Chair’s report encompassed the following:
   - A/Professor Tim Marchant has been appointed Chair of the Thesis Committee; therefore his replacement will need to be found for the FRC.
   - HDR Student Welcome and Enrolment Day will be held Tuesday 27 February. Members are encouraged to attend the lunch, commencing at 12.45pm in the entry foyer of the Deanery, as it will give them a chance to meet the new students.
   - The main item of discussion at the recent FRC Chairs’ breakfast was the Research Quality Framework. The Chair outlined the eligibility requirements and discussion as below:
     - Eligibility
       - Employment before 31 March and three months prior service for limited term appointment of less than three years.
       - Level B and higher with a 0.4 FTE appointment.
       - Post doctoral, early career researcher and collaborators from overseas and industry can be included, but do not count in the volume.
Quality: Four outputs and a CV and a context statement.
For impact, up to four case studies limited to ten pages in total, not necessarily the same as the 4 outputs submitted for quality.

- The panel chairs will be announced soon by the minister.
- Discipline workshops will be run to inform panel-specific guidelines; some people from the University have been selected to participate in these workshops.
- **UOW Process**
  - Discussions with Dean and Research leaders.
  - Identification of groupings (1st quarter)
  - Each selected researcher will be asked to submit their top 8 outputs initially.
  - Participate in DEST trials in the 2nd quarter
  - Review complete draft by 3rd quarter.
- The Chair also advised that staff members experiencing challenges with the RIS should report these to the Chair.

3. PROGRESS ON RESEARCH STRENGTHS/STRATEGIC INITIATIVES

3.1 Faculty Research Structure

Given the recent split of SITACS and the Centre for Statistical Survey and Methodology recently being named a research strength, the Chair has proposed a review of the Faculty’s research structure. This will have implications for the new RIS. The Chair will draft a white paper outlining his proposal.

3.2 Proposal to establish a Centre for Business Services Science

Prior to the meeting, Dr Tim Coltman submitted a proposal to establish a Centre for Business Services Science in the Faculty. The Centre has support from industry, will be funded on a performance basis and will be run under the School of Information Systems and Technology.

Dr Coltman left the meeting room while the Committee discussed the proposal.

The Committee gave unanimous support to the concept of this strategic initiative, however encouraged Dr Coltman to reconsider the naming of the entity from a ‘Centre’ to a ‘Group’, in line with the rest of the groups within the Faculty.

Some discussion arose on what is the definition of a group versus a centre and the Chair agreed to draft some guidelines for circulation before the next meeting.

4. OTHER BUSINESS

4.1 Membership of FRC

The membership of the FRC was discussed in light of the recent split of SITACS into two Schools and the conclusion of some members’ terms of office.
As a result, the following updates to current membership are required:

- The SITACS Head and nominee position has been split and requires the following nominees:
  - SCSSE Head’s nominee (term of two years from 1 March 2007 – 28 February 2009)
  - SISAT Head’s nominee (term of two years from 1 March 2007 – 28 February 2009)

- The positions of Director or nominee of the research strengths required as follows:
  - TITR (ex-officio position), due to resignation of former Director;
  - Centre for Statistical and Survey Methodology (ex-officio position), newly created as the Centre has recently been made a research strength.

- Representatives required for the two year terms (1 March 2007 – 28 February 2009) for research clusters in:
  - SCSSE
  - SISAT
  - IMAS

The terms of the two elected positions, i.e. Faculty representative and HDR student representative, expire 30 June 2007 and 30 April 2007, respectively.

The Committee noted that the membership of the FRC requires to be updated accordingly.

5. NEXT MEETING

The next meeting is scheduled for 1.30pm, Thursday 5 April.

Professor Salim Bouzerdoum
Chair