1. PRELIMINARY BUSINESS

1.1 Apologies/Leave of Absence - Apologies received from Prof R Chambers and A/Prof G Naghdy.

2. REPORT FROM CHAIR

The Chair's report encompassed the following:

- Professor Margaret Sheil's farewell dinner was held on 16 August. The vacant position of DVC (Research) will be advertised externally.
- The RQF Panel-Specific Requirements were published in August, which give more details on the metric of quality and the activities that can count towards impact.
- The Research Office will be seeking feedback on research areas to be advertised for scholarships. The Chair will be seeking the assistance of Heads of Schools and directors of research institutes/centres when the time comes.
- The Australian Bureau of Statistics is modifying the RFCD codes, now called Field of Research (FOR) classification. Feedback is due to the Research office by 10 September 2007.

3. RANKING OF URC SMALL GRANT APPLICATIONS

The Chair welcomed the external member from the Faculty of Engineering, Professor Roger Lewis, and outlined the agreed process for ranking. The Chair advised that he had collated a summary of the rankings submitted by each Committee member, which he tabled at the meeting.

The Chair noted that the Faculty had $43,484 to allocate. He reported that members had reached consensus with the top five applications which they ranked individually, and advised that as a result the top three applications would not be discussed at this meeting. The Committee briefly discussed the fourth and fifth ranked application in turn.

Relevant comments were noted at the meeting and later synthesized for inclusion on the application coversheets for submission to the Research Services Office.
After considering the applications, the Committee agreed that 5 applications should be funded from the Faculty allocation. The Chair’s preliminary ranking summary was also amended and two of the nine applications were not ranked.

At the end of the meeting, members were given the opportunity to revise rankings and make budget recommendations before submission to the Research Services Office.

4. OTHER BUSINESS

5. NEXT MEETING

The next meeting is scheduled for 1.30pm, Thursday 18 October.