UNIVERSITY OF WOLLONGONG
FACULTY OF INFORMATICS RESEARCH COMMITTEE

Minutes of meeting 2/06 held at 2:30pm on Tuesday, 16 May 2006 in the Faculty Meeting Room, Building 39, room 150A.

PRESENT: Prof D Steel (Chair), Prof S Bouzerdoum, Mr T Coltman, Dr G Cox, Prof J Fulcher, A/Prof T Marchant, A/Prof F Naghdy, and A/Prof M Zhang.

IN ATTENDANCE: Ms A Panetta.

1. PRELIMINARY BUSINESS
   1.1 Apologies/Leave of Absence
   1.2 Confirmation of Minutes for the Meeting of 16 February 2006
      The minutes of the meeting held 16 February 2006 were confirmed.
   1.3 Business Arising from Previous Meeting

2. REPORT FROM CHAIR – VERBAL REPORT

   The Chair’s report encompassed the following:
   • The appointment of a new Research Professor of Statistics, within the School of Mathematics and Applied Statistics, Professor Matthew Wand. Professor Wand is due to commence early in 2007. This position will initially be funded by the Vice-Chancellor.
   • There is still some uncertainty about what is happening with the Research Quality Framework; however the Faculty has commenced working on putting the research information system together. The University has appointed a RQF officer for this project.

3. HDR STUDENT MATTERS
   3.1 Upper limit of number of HDR students supervised by individual academics
      The Committee discussed the issue of whether limits should be imposed on the number of HDR students supervised by individuals. It has become apparent that supervisors are taking on large numbers of students, which may affect workloads.
   3.2 Need for training of HDR supervisors
      The Committee discussed the need for HDR supervisors to be given training before taking on students.
Professor John Fulcher advised that the Research Office runs a training workshop for supervisors. He also advised that training has been made compulsory for all supervisors in the Faculty of Health and Behavioural Sciences, and perhaps should be considered compulsory for supervisors in the Faculty of Informatics.

Both issues raised in 3.1 and 3.2 are open for further discussion.

**ACTIONS:**
- Angelina Panetta to obtain a list of supervisors and the number of students they supervise within the Faculty
- Chair to meet with postgraduate coordinators and establish guidelines
- Chair to coordinate a meeting with Kim Roser to discuss the identified issues

4. **INDUSTRY LINKAGE STRATEGIES**

The Chair advised that ten Linkage Grant applications had been submitted University-wide, with two of those coming from the Faculty.

The Committee discussed the need to establish strategies for increasing submissions to the Scheme.

5. **RESEARCH INFRASTRUCTURE BLOCK GRANTS (RIBG) POOL 2 RANKING**

The Chair outlined the agreed process for ranking, as follows:

- Each application will be discussed for minutes, considering the assessment criteria, recommended $ and highlighting good points and areas for improvement.

- As required by the guidelines, any member applicant (Primary User or Co-ordinator) will leave the room during the discussion of relevant applications so that they do not participate in the consideration or ranking of their own proposal.

- At the end of the meeting, members will be given the opportunity to revise their individual rankings before submission to the Associate Dean (Research).

- After the meeting, the individual rankings will be averaged, taking into account any conflict of interest matters.

- The Associate Dean (Research) may choose to make any adjustments to the averaged ranking, taking into account FRC discussion. Consultation with Heads of Schools and Dean will take place when making any such adjustments.

Each application was discussed in turn, during which relevant FRC members left the room for the duration of the discussion of the listed applications.

Relevant comments were noted at the meeting and later synthesized for inclusion on the application coversheets for submission to the Research Services Office.

At the end of the meeting, members were given the opportunity to revise rankings before submission to the Associate Dean (Research).
6. ITEMS FOR NOTING

7. OTHER BUSINESS

8. NEXT MEETING

    Thursday 20 July, 2006  Faculty Meeting Room, Building 39/105A.

Professor David Steel
Chair