



Research Induction Committee

Meeting 1/07 of the Research Induction Committee, Faculty of Education held on Wednesday 21st February 2007 at 09.00 a.m. in the room GO8, Building 6, Clayton Campus.

Mr Mayur Katariya - Executive Officer

1. Introduction to Formal Business

1.1 Present

Assoc Prof Trevor Gale (Chair), Assoc Prof Helen Forgasz, Mr Calvin Taylor, Dr Margaret Gearon, Prof Peter Sullivan.

Chair welcomed Prof Sullivan on the Committee.

1.2 Observers

Mr Ed Irons, Dr Tasos Barkatsas, Dr Zofia Pawlaczek, Dr Janette Simmonds

1.3 Apologies

Dr Umesh Sharma, Dr Margaret Gearon and Dr Jill Brown, Ms Claire Charles, Dr Jenny Miller

1.4 Minutes

Mr Mayur Katariya

Chair explained the matters related to the composition of the Committee. As the Faculty committee elections have not taken place yet the current membership will continue until the further notice is provided. Chair will liaise with the Dean to inquire about the Dean's nominees in 2007. It is also understood that student representative Ms Claire Charles would submit her final thesis in near future.

2. Minutes

Motion:

The Minutes of meeting no. 05/2006 of the Research Induction Committee held on Wednesday 15th November 2006 were confirmed as an accurate record of the meeting.

Mover: Assoc Prof Trevor Gale

Seconded: Prof Peter Sullivan

Carried: Unanimously

3. Starring of unstarred items

All items for discussion on the Agenda were starred.

Item 6.2 was moved to the under the business arising from the minutes.



4. Business Arising from Minutes

4.1 HDR Recruitment

Prof Sullivan presented the report. A working party was established in the last meeting of RIC, which was endorsed by the Dean's executives' meeting. The proposal focuses on organising series of event to promote the Faculty's research endeavours and recruit the HDR students. Proposed themes of the events include promoting recruitment of HDR and honours students; (1) to work on nationally and internationally recognised projects, (2) work with the groups of students or staff addressing significant themes or challenges facing educators today (3) by publicising the notion of cohort groups as a form of research and teacher professional learning (4) by attracting highly competent postgraduate coursework students.

Prof Sullivan mentioned that these events could be organised by a smaller organising group under the lead of the Marketing Manager. The working party will endeavour to secure funding for the proposed events.

Committee welcomed the proposal and appreciated Prof Sullivan's insight and efforts. The Chair informed the Committee that the Faculty is significantly above its planned RTS load this year. There are currently 168 EFTSL enrolled in HDR programs, which is 15 EFTSL above the planned RTS load (168 EFTSL). There are 10 EFTSL under RTS in the application phase. Chair mentioned that the faculty is looking for highly competent HDR students and with the view to increase the number of PhD students. Doctoral students currently constitute 47% of the Faculty's HDR RTS student load.

4.2 HDR office allocation

Mr Mayur Katariya informed the Committee that policy to allocate the office for the maximum duration for one year is in implemented, however, in most cases the tenure continues unless any change in student's status changes student's priority ranking. Even though the Research Degrees Office is only in charge of authorising students' occupancy and any change in occupancy, many details of the task complicate the overall duty of the Research Degrees Office. Mr Katariya raised that the Peninsula campus is in urgent need of increasing the number of offices. At the Clayton campus a few part-time students have access to the office due to past arrangements. Over time the offices will be allocated to only full-time students. An audit on refurbishment of Clayton HDR offices took place with the to established consistency in all HDR offices such that students receive similar facilities in each offices. The plan has been forwarded by the Finance Manager to the Faculty Manager.

5. Reports

5.1 MERC Report

Committee welcome the new MERC Convenor MR Calvin Taylor. No report was presented from the MERC.



5.2 Associate Dean (Research Degrees and Induction)
Assoc Prof Trevor Gale to report

The Chair tabled a report on progress made toward meeting the Faculty objectives related to the Research Degrees in 2006.

- Mollie Holman medal and VCs Award for Excellence in a Masters thesis

Chair informed that Dr Brain Wattchow is the Faculty nominee for the Mollie Holman medal and Ms Sarah Pavy for the VC's award for excellence in a Masters research thesis. Chair informed that a panel consisting of Prof Jane Kenway, Assoc Prof Helen Forgasz and himself considered all the nominations made by the supervisors of doctorate students and all the candidates who received H1 for the MEd thesis. Following the meeting two nominations were forward to the MRGS. Chair said that the decision to nominate one candidate for each category was difficult as there were number of good candidates.

- Eumemering College cohort

Chair informed that 30 MEd (3204) students are enrolled in a new cohort form the Eumemering College. Assoc Prof Brenton Doecke and Dr Joce Nuttall are the leader and liaison academics for this cohort. Mr Ed Irons mentioned that the Faculty Manger's initiative to assign an academic to oversee each cohort is an effective measure to successfully manage the cohorts.

- MPysch/PhD

Dr Janette Simmonds informed the Committee that the paperwork for the two new combined MPysch/PhD courses are being updated and will be tabled in the next RIC meeting. Chair described the process for the approval of the new HDR courses.

- HDR scholarships update

Documents regarding scholarship offers made in late 2006 were tabled. Out of 24 eligible applicants 17 applicants received central scholarships, in total there were 19 central scholarships offered, including a fee waiver scholarship. This year 2 Faculty scholarships were offered (4 in 2005) including one MEd scholarship 50% funded by the PVC Gippsland. Chair thanked scholarship selection committee members Prof Margaret Summerville, Assoc Prof Georgina Tsolidis, Assoc Prof Helen Forgasz and Mr Mayur Katariya for their valuable contribution.

- H1 equivalence outcome

Chair informed the procedures for the H1 E approval. List of applicants' whose H1 equivalent applications got approved was tabled.



- Visit to Gippsland

Chair and Mr Mayur Katariya visited the Gippsland campus and met with stakeholders at the Gippsland campus and inspected the facilities at the Gippsland campus.

- Researcher keywords

In an attempt to further help our prospective HDR students, an email was sent by the chair requesting the leaders of each Research Strengths to send a set of keywords that best describes the research interests and research of its members. The idea is to develop a web page from where prospective students could search based on key words for the appropriate supervisors. This idea of Assoc Prof Helen Forgasz was further discussed in the recent Researchers Day. Chair tabled the email and an example layout of the web site of an institute.

- Other scholarship opportunities:

The information regarding following HDR scholarships was distributed via Ed News, bulk email and posters.

- Chinese Scholarship Council Scheme
- Iraqi Scholarship Scheme
- Indigenous Research Bursary (Masters only)
- Royal Children's Hospital Scholarship
- Philosophy of Education Society of Australiasia Scholarship
- Scholarship supplement for a student with a disability or long-term medical condition
- Completion scholarships

Some of these scholarships are less relevant than other scholarships to the Faculty's HDR students.

- HDR handbook

The Research Degrees Office has updated 2007 handbook for HDR students. The handbook is published online and distributed by email to all HDR students. All the commencing students would receive the hard copy of the handbook with their induction pack. The Committee sited the handbook and appreciated the vast amount of information described in concise and easy to read manner.

- AUQA Audit Report

The AUQA audit report extracts were tabled for members' notice.

- Dean's Honours List event

Chair appreciated the Research Degrees Office for carrying out the Dean's Honours List function in the middle of busy period in the December. Chair mentioned that the Dean's honours list function should



be carried out by the other section of the Student Services department in liaison with the Faculty Marketing team.

- RIC budget

Chair described the budget for RIC as adequate. Chair also appreciated Faculty's contribution for the Monash Fee waiver Scholarship, one Completion Scholarship and MEd scholarship at the Gippsland campus.

- VCs award for supervision

Committee conveyed its congratulations to Professor John Loughran for achieving the Vice Chancellor's award for the excellent supervision.

- Students association with Research Strength

Mr Mayur Katariya informed the Committee that each HDR student was invited to notify the Research Degrees Office the research strengths student would like to be associated with. The form in relation to this was sent out with the Annual Progress Forms. Many students sent the forms back suggesting the Research Strengths. A few students nominated more than one Research Strength. The Research Degrees Office sent the final list of students to Ms Joanne Witheridge. Ms Witheridge will place students' existing web profiles on the Research Strengths' web pages. The lists were also sent to all the Research Strengths' leaders with a note to invite interested students to their events, seminars and meetings.

- Winter school 2007

Mr Mayur Katariya informed the Committee that the Manton rooms are booked for the Winter School. The Winter School 2007 will take place from 2nd to 6th July. Mr Katariya has made several contacts with the academics and other staff members to work out the possible sessions in the Winter School. The possible theme is to organise sessions oriented to individual research strength in an attempt to create stronger bonds between RS and HDR students.

- HDR RTS load

There are currently 168 EFTSL enrolled in HDR programs, which is 15 EFTSL above the planned RTS load for 2007 (168 EFTSL).

- HDR Orientation planning

Mr Mayur Katariya informed the Committee that the HDR orientation will take place on the 23rd March in afternoon following the orientation session of the MRGS.



5.3 * Co-ordinator of Honours Degrees

Mr Ed Irons presented a brief report on the Honours enrolment. 11 new honours students have commenced in 2007 including 2 international students. There are total 30 students in the program currently.

5.4 * Director of Research Degrees

Assoc Prof Helen Forgasz reported on the following matters

- Advisory Panels

Assoc Prof Helen Forgasz explained the circumstances in which the Advisory Panel needs to be convened for MEd and PhD thesis examination. It was noticed that the number of Advisory Panels convened in past 6 months were considerably higher. The nominations of examiners and higher number of completions are the possible contributing factors.

- External supervision survey

A sample of the survey was tabled and Committee's advice was sought. Assoc Prof Helen Forgasz explained that number of staff members supervise external students from other faculties and universities. It has come to the attention that while some receive the work load or the payment, some staff members do not receive either of them. To find out the magnitude of the issue and to establish the uniformity a survey of all the academic staff members is required.

Assoc Prof Helen Forgasz also mentioned that a permission from the Dean is required to appoint any supervisor from outside of the Faculty.

5.5 Curriculum Committee

Dr Margaret Gearon reported that the name of the Curriculum Committee is changed to the Education Committee. Membership of the Education Committee is being considered. Dr Gearon was requested to provide the information on the Admission and Scholarship subcommittee of the Education Committee.

5 *Other Business

5.6 HDR Recruitment (Prof Peter Sullivan to report)

This item was covered under the item no 4.1

5.7 Peninsula CSEN Meetings of 2007

A report from Dr Holli Tonyan regarding Peninsula Campus Student Experience Network Meetings of 2007 was presented. Chair said that the RIC has noticed some of the concerns raised by the CSEN and has already



engaged in solving them. Chair commended Dr Holli Tonyan for her contribution to the CSEN.

5.8 Coursework in PhD programs

Members noted the report presented on Coursework in PhD. Members also suggested that recent proposal from Assoc Prof Ilana Snyder to carry out series of seminars on regular basis for HDR students in their early candidature might provide another way of addressing the need to have coursework in PhD. A member reported that when deemed necessary many research students do attend the coursework units with the permission from supervisor and unit coordinator.

Concerns were raised regarding the financial implications of the proposal, especially when units are in high demand. A member raised that to be equitable all coursework units in PhD should be available free to all the research students and faculties should not implement individual practises. It was noted that while extra units may be beneficial to some students, it does not reduce the size of the thesis, which may delay the submission. Special units offered by the University that may be appropriate for HDR students from more than one faculty.

A member noted that such provisions foster the collegiality amongst HDR students.

6 Next Meeting

---16th May, 9:00 AM GO 8, Building 6, Clayton.

COMMITTEE MEMBERS

Associate Professor Trevor Gale -- Chair
Assoc Prof Helen Forgasz
Professor Margaret Somerville
Professor Peter Sullivan
Dr Mandi Berry
Dr Jill Brown
Dr Margaret Gearon
Dr Jenny Miller
Dr Umesh Sharma

MERC Representatives

Mr Calvin Taylor

FOR INFORMATION

Professor Jane Kenway

Miss Joanne Witheridge
Dr Evan Kritikakos
Ms Sue Plowright
Dr Tasos Barkatsas,
Dr Zofia Pawlaczek,
Dr Janette Simmonds

Executive Officer: Mr Mayur Katariya
Administrative Officer: Mr Ed Irons