



Research Degrees and Induction Committee

Meeting 01/08 of the Research Degrees and Induction Committee, Faculty of Education, held on the Wednesday 20th February 2008 at 09.30 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 Ilana Snyder (chair), Assoc Prof Helen Forgasz, Dr Mandi Berry, Ros Winter, Dr Tasos Barkatsas, Dr Anna Hickey-Moody, Dr Jane Southcott and Mr Phillip Bell

1.2 Observers

Mr Michael Enticott

1.3 Apologies

Prof Margaret Somerville, Prof Peter Sullivan and Mr Calvin Taylor

1.4 By invitation

Ms Rosie Johnston

1.5 Minutes

Mr Mayur Katariya

2. Minutes

Motion:

The Minutes of meeting no. 05/2007 of the Research Induction Committee were confirmed as an accurate record of the meeting.

Mover: Dr Amanda Berry
Forgasz

Seconded: Assoc Prof Helen

Carried: Unanimously

3. Starring of unstarred items

All items for discussion on the Agenda were starred except the item 5.5 and 'HDR candidature matters' under item 5.3.

4. Business Arising from Minutes



4.1 Proposals for New HDR Combined Courses

- A document prepared by Dr John Roodenburg was tabled. This document was discussed in the last meeting of the Research Graduate School Committee (RGSC) 2007. It was agreed that one degree testamur should be presented for these combined degrees. The preferred syntax for these degrees' testamur is 'Master of Psychology (Counselling)/PhD' and 'Master of Psychology (Educational & Developmental)/PhD'. RGSC representatives in the Academic Board will further discuss the content of the degree testamur for the students completing MPsych/PhD programs.

Total 10 RTS funded EFTSL is expected to commence before 31st March 2008. Six full-time students have already commenced their studies. Chair formally thanked Assoc Prof Trevor Gale, Dr Janette Simmonds, Dr John Roodenburg, Ms Sue Plowright, Ms Pearl Rischin, Mr Peter Lawford, Mr Mayur Katariya and Mr Michael Enticott for their work in mounting these programs.

5. Reports

Chair introduced Mr Phillip Bell, MERC co-convenor for 2008 to the Committee.

5.1 MERC Report

Mr Phillip Bell presented MERC's report. For 2008, Clayton MERC Convenors are Ms Sepideh Fotovatian and Mr Phillip Bell and Peninsula MERC Convenors are Ms Hilary Monk and Ms Robyn-Lee Bbaeff.

Mr Bell reported that in 2008 MERC will focus on more student involvement. MERC is planning to introduce end of year lunch and continue its Friday lunches with informal discussions and presentations.

5.2 Associate Dean (Research Degrees and Induction) reported on the following matters:

- RDIC Report to Faculty Retreat (14-15 Feb)

Chair tabled a report presented at the Faculty Retreat on 14-15 Feb 2008. In 2008, the operational plan of the portfolio is to improve the initiatives already introduced and to ensure that most of the others



strategies are also implemented. Chair briefly mentioned strategies to be implemented in 2008. A formal request for extra \$110,000 funding for Faculty scholarships was submitted to the Resourcing Committee, a sub-committee of the Research Committee, at its January meeting. Chair also confirmed that the Research Committee agreed to a budget of \$50K (\$25 K in 2007) for research student funding. Chair said that the consolidation of research degree services with two dedicated professional staff members has ensured that the faculty is now provided with high quality support for the administration of research degrees. As AD Research Degrees & Induction, Chair has proposed to the Faculty Manager and the Dean that the current HEW 6 position be upgraded to HEW 7. The proposal for staffing of the Research Degrees Office would recognise the level of work that is already evident.

- RDIC Calendar - 2008

A Calendar listing all the important HDR events was tabled. In 2008, significantly higher number of HDR seminars and workshops will be offered to support HDR students through the different phases of their candidature.

- HDR Recruitment events (Marketing Manager)

Chair invited Ms Rosie Johnston, Marketing Manager, to present a verbal report on HDR recruitment events. There will be two additional HDR recruitment events organised this year. The first of these events will be organised as a part of the Faculty's celebration for Monash 50th Anniversary in April and second event will be organised as a part of the Research Month in August. The event in August might include a stakeholders' dinner with the Dean.

Ms Johnston said that in order to attract more local PhD students, it is vital for prospective students to know the possible career choices after a PhD. The Marketing group plans to hallmark the 'life of an academic' to prospective students to indicate that university academics are not merely involved in teaching but also conduct research and present their research findings in national and international conferences and via other mediums. Ms Johnston also mentioned that it is important for prospective students to know the examples of the research projects that have triggered systemic changes in the government policy and practices.

Ms Johnston reported that there will be more liaising with the Advancement group especially with the Alumni Relations this year. With help from the Faculty Placement Office more marketing will be done in the schools where Faculty's student teachers attend their placements.



- RDIC working parties

The following working parties were formed and delegated the responsibilities for HDR recruitment events, MEd Confirmation and PhD mid-candidature milestone, MEd Pathways.

HDR recruitment events: Assoc Prof Ilana Snyder, Dr Amanda Berry, Ms Rosie Jonhston, Mr Mayur katariya

MEd Confirmation and PhD mid-candidature milestone: Dr Anna Hicky-Moody, Assoc Prof Ilana Snyder, Assoc Prof Helen Forgasz, Ms Rosemary Viète, Mr Mayur Katariya

MEd Pathway: Dr Jane Southcott/ Prof John Loughran, Assoc Prof Ilana Snyder, Mr Mayur Katariya

Working parties are requested to update progress at the next meeting.

- HDR Orientation 2008

Chair discussed the 2008 HDR Orientation program briefly and encouraged all the RDIC members to attend the HDR Orientation on 28th March 2008.

- HDR Dot Points

Previously distributed HDR Dot Points were briefly discussed and a draft of new set of HDR Dot Points was tabled and discussed. Chair invited all the members to send their suggestions for the dot points to Mr Mayur Katariya

Action: Research Degrees Office will circulate the HDR Dot Points to all the academic staff and upload the HDR Dot Points documents on EdNews.

- Doctoral Confirmation

A draft of an email with tips for supervisors to organise timely presentations for doctoral confirmation was tabled for members' attention. Chair said that proactive measures should be taken by all the supervisors to avoid procrastination of doctoral confirmation. The Research Degrees Office requested MRGS to streamline and make the Confirmation form more concise.

- HDR Scholarships 2008



A final list of all the successful HDR Scholarship 2008 applicants was tabled for members' attention. Except one student all the successful applicants have accepted the scholarship offers.

- Supervisor mentoring and new staff accreditation program

An email was circulated to all the newly accredited supervisors encouraging them to put their names forward to take part in the supervision mentoring program with more experienced supervisors. One new supervisor has agreed to take part in the program. These supervisors also received information regarding the doctoral writing workshops for supervisors. The underlying premise is that a thesis is essentially an act of writing and the more supervisors know about writing the better advice supervisors can give to students as they struggle with articulating an argument and concocting a critical review of the literature.

An email was also circulated to all the new staff members encouraging them to take part in the supervision accreditation training program run by MRGS.

5.3 Director, Higher Degrees by Research, Assoc Prof Helen Forgasz reported on the following matters.

- Faculty Research Students Funding budget

In year 2006 and 2007, the total budget for the Research Degrees and Induction portfolio, including the Faculty Research Student Funding, was \$25,000. The budget for 2008 has been increased to \$50,000. Extra money was added to the budget due to inclusion of the Diploma in Psychology students and MPsych / Phd students as well as additional events and seminar that are to be held this year.

A document was tabled proposing amendments to the current Faculty Research Students Funding guidelines. The following table surmises the increase in the funding arrangements.

| Course | Previous level (during period of candidature) | Agreed level (during period of candidature) |
|-------------------------------|---|--|
| PhD (and EdD) | Up to \$1000 | Up to \$2000 |
| MEd (60K thesis only) | Up to \$1000 | Up to \$1600 |
| MEd (coursework & 40K thesis) | Up to \$700 | Up to \$1000 |
| BEd (Hons) - pathway degree | Up to \$250 | Up to \$300 |
| MPsych (non-pathway degree) | Up to \$250 | Up to \$300 |



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| DipPsych (non-pathway degree) | \$0 | Up to \$300 |
| MEd (coursework and 16K minor thesis) – pathway degree | \$0 | Up to \$300 |

- Faculty Research Students Funding applications

-- S M Hafizur Rahman (ID: 20671490)

It was decided that \$1000 was a reasonable amount to be paid to Dr Sharif As-Saber, Department of Management, Monash University instead of the requested payment of \$1600. This amount will be paid from the Faculty Research Student Funding budget.

Students will be reminded that a retrospective application will not be considered. Students are encouraged to get approval for the funding before any services or goods are purchased.

-- Monica Green (ID: 20609825)

The following expenditure has been approved. It was noted that the Faculty does not approve any expenditure incurred for food and beverages.

- AARE Conference registration -- \$395
- Full paper refereeing fee -- \$50
- GST -- \$44.5

- MEd Upgrade and related issues

Assoc Prof Helen Forgasz reported that excellent students with good academic achievements may be upgraded if all the following criteria are met:

- Supervisor supports it
- The project can be expanded
- Substantial work had been completed (e.g. two chapters – literature review and methods)
- A proposal of 5000-7500 words is presented
- A panel of academics agrees to the upgrade after an oral presentation of the proposal.

- HDR candidature matters

Members noted the report. The report for future meetings will also include a list of students who formally met the requirements for their HDR courses.

5.4 The Coordinator of Honours program reported on the following matters.

There are currently 29 students enrolled in the BEd Honours degree. 32 students have graduated from the program since it began in 2003. Of these 8 went on to study PhD with the Faculty (5 are currently enrolled, 2 discontinued and 1 has completed the PhD). One student is currently enrolled in the MEd (2500) degree and another in the MBA.

Students completing Honours in 2008 are required to present their research to the cohort later in August. This will give them time to incorporate feedback in their final theses.

- Dedicated Hons unit: EDF6009

Honours students will have an option of a dedicated module within the suite of Research Methodology units (EDF6005-7). The plan is to offer EDF6009 as a Hons research methodology unit. Students will be able to attend the lectures via video conferencing.

- New opportunities

Suggestions: Pathways for Honours students to overload during Education undergraduate study (3rd & 4th year) and to take coursework units for Honours so that final completion can be achieved more quickly. Thesis can be completed in 6 months full-time or 12 months part-time. This might give them time to conceptualised thesis during 3rd and 4th year. This option may only be available to small number of invited students.

5.5 There was no representative from the Education Committee present.

6 Next Meeting

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| Meeting 2 | Wednesday, 9 April 2008 | 9:30 to 11:00 AM | G08, Clayton |
| Meeting 3 | Cancelled | Cancelled | Cancelled |
| Meeting 4 | Wednesday, 25 June | 9:30 to 11:00 AM | G08, Clayton |
| Meeting 5 | Wednesday, 13 August | 9:30 to 11:00 AM | G08, Clayton |
| Meeting 6 | Wednesday, 22 October | 9:30 to 11:00 AM | G08, Clayton |
| Meeting 7 | Wednesday, 19 November | 9:30 to 11:00 AM | G08, Clayton |



COMMITTEE MEMBERS

Associate Professor Ilana Snyder,
Chair
Assoc Prof Helen Forgasz
Dr Amanda Berry
Dr Jane Southcott
Dr Mindi Blaise
Dr Helen Watt
Dr Anna Hickey-Moody
Ms Hilary Monk
Mr Calvin Taylor
Ms Ros Winter
Mr Mayur Katariya

FOR INFORMATION

Professor Peter Sullivan

Dr Janette Simmonds
Dr John Roodenburg
Professor Margaret Somerville
Dr Robyn Zink
Dr Evan Kritikakos
Ms Sue Plowright
Ms Trudi Brunton

Executive Officer: Mr Michael Enticott