



### Research Degrees and Induction Committee

Meeting 02/08 of the Research Degrees and Induction Committee, Faculty of Education, held on the Wednesday 9<sup>th</sup> April 2008 at 09.30 a.m. in room GO8, Building 6, Clayton Campus.

Mr Michael Enticott - Executive Officer

#### 1. Introduction to Formal Business

##### 1.1 Present

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

##### 1.2 Observers

Assoc Prof Laura Brearley, Mr Paul Davies and Ms Bronwyn Dethick

##### 1.3 Apologies

Dr Helen Watt

##### 1.4 By invitation

##### 1.5 Minutes

Mr Mayur Katariya

#### 2. Minutes

**Motion:**

The Minutes of meeting no. 01/2008 of the Research Induction Committee were confirmed as an accurate record of the meeting.

**Mover:** Assoc Prof Ilana Snyder

**Seconded:** Dr Amanda Berry

**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 Update on working parties



The Chair began by saying that the main focus of this meeting was an update of the working parties. Chair requested a brief report from the chair of each working party for the next meeting.

- HDR recruitment events

Chair informed the Committee of progress on behalf of the Marketing Manager. The first recruitment event took place as part of the 50th anniversary celebration. On March 27th Dr Zane Ma Rea and Mr Henry Atkinson presented a public lecture at BMW Edge, Federation Square titled 'In the true spirit of education: securing the future for Indigenous children in Australia.' Information about the HDR courses were displayed and distributed.

Three dates in August have been set aside in the Dean's diary and the Staff Club has been provisionally booked. The Chair requested members to recommend names of stakeholders, who can be instrumental in attracting HDR prospects. A list of suggested names will be forwarded to the Marketing Manager.

- MEd Confirmation and PhD mid-candidature milestone

A proposal was circulated to the working party members. Dr Anna Hickey-Moody described the proposal briefly. It was suggested that MEd Confirmation and PhD mid-candidature milestone presentations could be held over two days once every year. The Chair acknowledged Dr Anna Hickey-Moody for her work on the proposal. Dr Hickey-Moody will present a report with recommendations at the next meeting. In her discussions with HDR students Ms Hilary Monk received favourable responses about the idea of a mid-candidature milestone. Chair said that celebratory aspects, rigorous preparation and encouragement for publications are the attractive features of Dr Hickey-Moody's proposal. Chair reaffirmed that mid-candidature milestone will not be imposed as a requirement while MEd Confirmation is a mandatory requirement.

- MEd Pathway

Dr Jane Southcott informed the Committee about the innovative steps taken to further enhance the delivery of MEd coursework courses. A survey of the current students has been conducted to find out the marketable features of these programs and reasons behind the attrition. More support is available for eligible students to find suitable supervisors for their minor theses. A meeting with the aim of supporting the students who are enrolled in a minor thesis was organised and most students who are enrolled in minor theses next semester attended this meeting. The aim is to encourage students to conceptualise their research and perhaps apply for ethics approval before the commencement of their thesis units. Dr Southcott reported that MRGS has confirmed that students who receive the Graduate Certificate in Education by completing a minor research thesis (24 credit points) are eligible to apply for the H2A equivalence.

**New membership:** Dr Southcott, Assoc Prof Forgasz and Dr Berry



## 5. Reports

### 5.1 MERC Report

Ms Hilary Monk presented a report from the MERC Peninsula. MERC Convenors met to plan the events and strategies for 2008. Mr Mayur Katariya and Ms Rosemary Viete also attended the meeting. It was suggested that the dates for Winterschool 2008 would be Wednesday July 2nd, Thursday, Friday (MERC conference), Monday and Tuesday July 8th.

Mr Calvin Taylor reported that MERC Clayton is exploring new ways to involve more students in the reading groups and new research nodes. The Chair suggested that MERC can contact the Director of Research Degrees Assoc Prof Helen Forgasz should they require funding for the skill workshops and seminars for the HDR students.

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

- RDIC membership

The Chair informed the Committee that Dr Helen Watt and Dr Mindy Blaise have been nominated as the Dean's nominees for 2008. Dr Jane Southcott is serving on the Committee as a representative of the Education Committee. Assoc Prof Laura Brearley has been appointed as the Coordinator of HDR students in the Faculty for the Gippsland campus, however, in order to appoint Assoc Prof Brearley on the Committee it would require a change to the terms of reference for the Committee. The Chair invited Assoc Prof Brearley to continue attending RDIC meetings. Mr Paul Davies and Ms Bronwyn Dethick are also invited to attend the RDIC meetings as they have HDR student service aspects incorporated in their roles.

- Residency requirements for doctoral students

The Chair requested HDR supervisors' views about the residency requirements for doctoral students. A total of eleven responses were received in response to the Chair's email request. The Chair presented the report that was submitted to the MRGS working party. Members of the working party determined the following recommendations for consideration by the Research Graduate School Committee, on the proviso that these be university minimum requirements and each faculty may impose rigorous requirements as appropriate:

1. The current requirements of six month full-time residency for part-time PhD candidates be removed.
2. The current policy and guidelines for two days attendance per week for part-time candidates remain unchanged.
3. Two 'in person' meetings each year should be mandatory; it would be expected that one such meeting would be held at the time of the confirmation/annual report.



4. All external candidates be required to meet a five day residency each year instead of fifteen day residency, or equivalent over the period of their candidature.

- HDR Orientation 2008

Chair presented the schedule of the HDR Orientation program held on 28<sup>th</sup> March. A total of forty-five new HDR students attended the orientation, and exceedingly good feedback was received. The Chair congratulated the Research Degrees Office for organising the event successfully.

- Mollie Holman Medal and VC's commendation for masters thesis excellence for 2007

A document listing all the Faculty awardees for the Mollie Holman Medal and VC's commendation for masters theses excellence was presented. Dr John Whelen received the Mollie Holman Medal for 2007 and Mr Marc Mullins received the VC's commendation for masters thesis excellence for 2007. Both the awardees have been invited to present a seminar in the Faculty as a part of the award ceremony.

- Updating staff webpages

The Chair presented a proposal to enable staff to update their websites to the Faculty Executives. It was proposed that a consultant should be employed for four weeks to liaise with the staff members who require a new picture and content uploaded.

- Doctoral seminars: three in each semester

The Chair is planning to conduct three workshops in semester 1 and three in semester 2 for doctoral students. In semester 1, the focus is on preparing for confirmation of candidature and in semester 2, the focus is on preparing for the mid-candidature milestone. Candidates are invited to present a report on the progress of their research.

- Early career supervisor writing workshops

Barbara Kamler, Emeritus Professor at Deakin University, will conduct these workshops. This series of three workshops is designed for relatively new supervisors who have recently completed their doctorates and who may also need to build their own writing and publication profile. Participants will be guided to develop a writing centred supervision that helps students write clearly and convincingly.

- Need for another working party

A working party comprising Dr Mindi Blaise and Ms Hilary Monk will organise a series of five seminars on HDR and Supervision matters.

- Seminar: Travelling research literacies in a world on the move



A proposal for the symposium was considered by Prof Max King and Prof Edwina Cornish. A provisional agreement has been indicated by Prof Max King to support and fund this symposium. Symposium will be included in the exPERT program and it will also be tape-recorded. It will then be edited to a pod-cast and DVD form. This symposium will be conducted by Professor Jane Kenway and Dr Johannah Fahey. It is estimated that the budget would allow for about 20 students to participate: 3 students will present papers and the rest will be attendees.

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

- Proposal for an annual faculty prize for the best HDR student publication

Committee agreed that prizes for the best HDR student publication will provide encouragement to HDR students to publish along with their research. Director, Higher Degrees by Research will present a written proposal at the next meeting including the selection criteria and selection procedure.

- Faculty Research Students Funding budget
  - Two PhD students have requested funding to cover the additional expense on the airfare which is not covered by their Monash Travel Grants. The Faculty recommends students to apply for the Monash Travel Grant for fieldwork and conference related travel. The Director, Higher Degrees by Research will present a written proposal at the next meeting. The Director, Higher Degrees by Research will also request MRGS to consider amending the amount and zones for the Monash Travel Grant.

- HDR candidature matters

Members noted the report.

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

- Dedicated Hons unit: EDF6009

New honours unit EDF6009 will be offered in the second half of semester one starting from 28/04/08 from 5 to 8 pm.

- Submission date

Dr Amanda Berry informed the members that in very rare circumstances the Faculty will consider extending the submission date for the final thesis. If students are not able to finish thesis by the due date then they may consider transferring to Graduate Diploma of Education, MEd by coursework or MEd by Research.



5.5 A written report briefly outlining the Education Committee matters was circulated by Dr Jane Southcott

**6 Next Meeting**

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  
 Assoc Prof Laura Brearley  
 Mr Paul Davies  
 Ms Bronwyn Dethick  
 Exec Officer: Mr Michael Enticott