



Research Degrees and Induction Committee

Meeting 03/08 of the Research Degrees and Induction Committee, Faculty of Education, held on the Wednesday June 25 2008 at 2:00pm 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, Ms Ros Winter, Dr Helen Watt, Ms Rosie Johnston and Mr Calvin Taylor

1.2 Observers

1.3 Apologies

Dr Jane Southcott, Mr Mayur Katariya, Dr Anna Hickey-Moody, Ms Hilary Monk and Dr Mindi Blaise

1.4 By invitation

1.5 Minutes

Mr Michael Enticott

2. Minutes

Motion:

The Minutes of meeting no. 02/2008 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

Nothing to report

4. Business Arising from Minutes

4.1 Update on working parties

- HDR recruitment events

Rosie Johnston reported that the Dean's dinner is confirmed for August 20. A subcommittee comprising Dr Amanda Berry, Prof. Terri Seddon and Assoc. Prof



Helen Forgasz is to meet and decide on which stakeholders to invite. The chair suggested inviting someone who could help identify an EdD cohort group.

Media training to be arranged for PhD students and supervisors through external consultants, as there has been some difficulty arranging in-house training. The date is to be set before the next meeting in August.

- MEd Confirmation and PhD mid-candidature milestone

Dr Anna Hickey-Moody was not present to report. She will present the working party's recommendations at the next meeting

- MEd Pathway

Assoc Prof Helen Forgasz spoke as Dr Jane Southcott was absent and reported that a significant course amendment was passed for the Postgraduate Diploma of Education (Course code 3210). It was recommended that a general pathway be constructed to accommodate students who wish to pursue doctoral study but have not completed a thesis through the Master of Education (coursework) or are not eligible for the Honours program. This course could be completed in one year full time study and be considered equivalent to an Honours degree.

- Seminars on HDR and Supervision Matters

Dr Mindy Blaise was not present at the meeting but the seminar plans were enthusiastically supported by the members of the committee.

5. Reports

5.1 MERC Report

The MERC Conference is coming along well. Dr Anna Hickey-Moody is to present a session at the conference, along with some students who have completed their studies and won an award for their theses.

The Chair is to remind staff about MERC conference separately to Winterschool advertising, as some members were unaware of the MERC conference date.

MERC Peninsula is having pre-monthly-meeting workshops with good attendance. This is to be investigated for inclusion at the Clayton campus.

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

- Chairs report on RGSC matters

The chair suggested that all that she needed to report would be covered under the other items

- HDR 2007 Survey Report

A University wide report looked into the quality of supervision and the University's research environment from the student's point of view. Helen Forgasz, Mayur



Katariya and Ilana Snyder prepared a report of the items relating to the Faculty of Education. The faculty had a "middle ranking" in most areas.

In response to the feedback that the Faculty was lacking in advice on statistical matters, Joel Windle has been appointed statistical advisor. Helen Watt expressed high concern regarding the lack of an advanced methodology Masters unit which would equip research students through an efficient infrastructure to more effectively undertake their research (in this case, related to quantitative or mixed-methods designs). She is willing and would like to propose such a unit to address this need.

The report also showed that an area of concern for students was conference funding and publication support, however the survey was completed before the funding was extended earlier this year. Overall median rankings were high despite some high levels of dissatisfaction. Generally Faculty of Education students were happier with their supervision than across the university. The main issues they raised were related to funding and infrastructure.

- Education HDR Recruitment Report

The Chair briefly discussed the report she submitted to the MRGS and advised that Honours is a focus area across the university over the next year.

- Research Induction Report to Faculty Board

The biggest challenge is the faculty's large part time student population. As an example of the depth of this challenge Ilana Snyder reported that the three doctoral workshops she presented this year were designed for the needs of part-time students however of the 20 students that attended, none were part-time. Discussion ensued to consider having future workshops Vodcast. The Chair will talk with David Solly about doing this for the remaining three workshops.

Mayur Katariya is to add the 6 dot points discussed in this report to the website and to send an email to students encouraging them to attend.

- Research Winter School 2008

There was some discussion about the continued success of the winter school program, the only change for this year is that the MERC conference is during the winter school and not at the end (as it was last year).

- Proposal for PhD in Singapore

The Chair reported that on Monday Steven Lee was advised that the "green light" had been given to recruit candidates (leadership and early childhood are the main targets of the program).

- MSL/PhD pathway update

The MSL/PhD pathway has been accepted by MRGS with the first intake to be this year.



- Early career supervisor writing workshops

The Chair reported that two of the three Barbara Kamler workshops have been run and the staff participating have been very impressed. The dates for sessions two and three were changed which caused some confusion with staff.

- Seminar series for PhD confirmation and mid-candidature milestone requirements

Dr Anna Hickey-Moody to present this at the next meeting

- HDR students auditing classes

The Chair discussed the paper and advised that she had spoken with the Dean on this issue. The policy on auditing is now clear. As long as the class size does not exceed 28 students, then the lecturer should welcome the students.

However there are protocols with which research students are encouraged to comply:

1. Email the lecturer of the unit, ccing the supervisor and Barbara Clarke, asking if they can audit the class
2. Commit to attending regularly

- HDR Admission Improvement project

The University is currently looking at making admissions online. A consultancy company is looking at how to do this. The Chair explained that applications are to be funnelled through a central office before being sent to the Faculty.

The Chair discussed how enquiries to academic staff should be handled (i.e. polite email of encouragement sent to student with Michael Enticott cc'd on the email). Mayur Katariya is to create a dot point advising staff to do this.

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

Assoc Prof Helen Forgasz reported that Faculty scholarship applicants do not have as many publications as students from other faculties which weakens their applications. She reported that some students who have missed the main scholarship round are advised to apply for the mid-year round, and to use the time to have articles published in order to strengthen their application. Committee accepted that a prize of \$400 will be awarded annually to the best refereed journal article or book chapter published by a student enrolled in a doctoral program in the Faculty of Education and up to two prizes of \$100 will be awarded to runners-up.

Assoc Prof Forgasz put forward a proposal to advertise the award to students. Assoc Prof Ilana Snyder is to announce this during the opening of winterschool.

Mayur Katariya is to create a dot point to advise supervisors about the award.



- Proposal for Amendments to Faculty of Education support for student research criteria

Assoc Prof Forgasz spoke about additional items that can be claimed by research student. The first proposal is to change the wording of the current funding papers. Proposal 2 is to allow up to 10 days of accommodation (the amount given will depend on where the student travels to). Proposal 3 is that accommodation in Victoria (for Victorian based students) the amounts are different, around \$50 a day to cover some costs. Proposal 4 is for students travelling outside Victoria and allows additional funding to proposal 3. Assoc Prof Forgasz advised that all funding will come from the \$2000 normal Faculty funding

The proposal was endorsed by all members of the committee and is to be reviewed in a year's time. Moved by Assoc Prof Forgasz, seconded by Assoc Prof Ilana Snyder

This is to be advertised to students by Mayur Katariya and a link put online

- Faculty Research Students Funding budget

Assoc Prof Forgasz advised that funding will be given only for the approved (regular) rate rather than the amount quoted (which is more expensive than the regular rate) and will speak with Trudi Brunton regarding what is considered the normal rate. The panel decided that they are prepared to support up to \$900 (for the 3 to be transcribed)

- HDR candidature matters

No discussion.

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

Dr Amanda Berry reminded members that supervisors of Honours students need to select examiners that are able to complete the examination promptly (as this affects graduation and scholarship). This is especially important at the end of the year.

Dr Berry proposed that the unused Honours extension units are discontinued as they are against current Honours policy. Discussion continued on how extensions for Honours students should be considered as at this stage there is no allowance for these. Dr Berry advised that some students transfer into the Post Graduate Diploma or Master of Education (minor thesis) and extend their honours thesis to extend their completion time.

Dr Berry presented the Monash Honours project plan, which aims to make the Honours program more flexible for students..

5.5 Education Committee (Dr Jane Southcott)

To be discussed at next meeting



6.1 Other Business

The Chair reported that Rosemary has put forward a proposal for increasing the required IELTS score for all applicants. MRGS has 3 different language requirements across the faculties and they are looking to rationalise it across the university (with a higher level as the university requirements). Proposed University changes are overall 7.0 band score. Minimum 7 in writing, with at least 6.5 in other modules. The panel discussed the implications for student numbers, and also on work that staff are currently undertaking with students whose English skills would not meet the new high level required.

6 Next Meeting

Meeting 4	Wednesday, 13 August	9:30 to 11:00 AM	G08, Clayton
Meeting 5	Wednesday, 22 October	9:30 to 11:00 AM	G08, Clayton
Meeting 6	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