

A meeting of the Research Education and Development Committee will be held in the ARI Board Room, Level 7, 115 Grenfell Street, from 2.30 pm on 1 June 2009.

AGENDA

FORMAL MATTERS

1. Apologies
2. Conflicts of Interest
For declaration by Committee members
3. Starring of Items
Recommendation: that the Research Education and Development Committee adopt any recommendations contained in the unstarred items.
4. * Minutes
Minutes of the meeting held on 27 April 2009
Recommendation: that the Research Education and Development Committee approve the minutes of the meeting held on 27 April 2009.
5. Business Arising from the Minutes (not otherwise listed on this agenda)
(Item 5)

MAJOR REPORTS or ITEMS FOR DISCUSSION AND/OR APPROVAL

6. * Examples of Good Practice in Research Education
Dr Ford to present.
7. * Towards an Online Induction Program for Students and Staff
Dr Picard to report.
8. * Service Excellence Program: HDR Enrolments and Completions
Mr Simon Bodie to report.

REPORTS FROM RESEARCH EDUCATION & DEVELOPMENT COMMITTEE WORKING PARTIES

9. Student Matters
No further meetings have been held.
10. Doctoral Education
No further meetings have been held.

11. **Quality Issues Working Party**
No further meetings have been held.

UNSTARRED ITEMS FOR APPROVAL OR NOTING

12. **REDC Membership Change: Professor Nettelbeck's Last Meeting**
Professor Russell to report

13. **Other Business**

14. **Next Meeting**
The next scheduled meeting will be held from 2.30 pm to 4.30 pm on 6 July 2009 in the ARI Board Room, Level 7, 115 Grenfell Street.

DONNA FROST
Secretary
F: 2009/38

FOR APPROVAL

MINUTES OF MEETING 3/09

A meeting of the Research Education and Development Committee was held in the ARI Board Room, Level 7, 115 Grenfell Street, from 2.30 pm on 27 April 2009.

Present: Professor Richard Russell (Convenor), Dr Kimi Coaldrake, Dr Chris Ford, Mr Morteza Mohammedzeri, Dr Bertram Ostendorf, Dr Michelle Picard, Professor John Williams, Dr Anthony Zander.

In attendance: Ms Donna Frost, Ms Anne Witt

FORMAL MATTERS

1. **Apologies/Announcements**

Apologies were noted from the following: Mr Simon Brennan, Professor Ted Nettelbeck, Professor John Taplin.

2. **Conflict of Interest**

No conflicts were declared.

3. **Starring of Items**

The Committee resolved:

to adopt the recommendations contained in the unstarred items.

Item 17 was starred at the start of the meeting.

4. **Minutes of Meeting**

The Committee resolved:

to approve the minutes of the meeting held on 27 April 2009 subject to the amendment of "Higher Degree by Research" to "PhD" in Item 12, paragraph 2.

5. **Business arising from the minutes**

Members noted the status of actions arising from previous meetings of REDC, as detailed in Item 5.

With respect to Item 9 from meeting 2/09 "Evaluation of the Electronic Collection (Ecollect) of Theses by Examiners Scheme, Dr Coaldrake advised that the Faculty of Humanities and Social Sciences had commenced discussions about the possibility of adopting Ecollect in the future; Mrs Jade Wildy of the Adelaide Graduate Centre had been very helpful in discussing ways to accommodate the different thesis submission formats produced by Humanities students.

MAJOR REPORTS and ITEMS FOR APPROVAL

6. Examples of Good Practice in Research Education

Professor Williams chose to highlight several issues in the management of research education that were largely unique to the Faculty of Professions under the headings “problems looking for solutions” and “solutions looking for problems”:

Problems looking for solutions

- As the Professions does not have as many related disciplines as the other Faculties and does not have large numbers of Higher Degree by Research students, HDR cohorts are generally very small; small research cohorts make it very difficult to foster a research culture. Typically, each PhD student requires a highly individualised Core Component and consequently, it is not possible to achieve efficiencies of scale by grouping students into cognate groups.
- Colleagues as HDR candidates – whilst colleagues are motivated and typically well resourced, their status as HDR candidates disqualifies them from acting as supervisors themselves, this exacerbates the problem of having a very limited pool of PhD qualified supervisors available;
- High staff turnover and special study program leave contribute to the Faculty having a large number of “fragile” PhD candidatures, where appropriate supervisory support is lacking for at least part of the candidature.

Solutions looking for problems

- Efficient mechanisms are in place to solve problems once they have been identified, however, identifying problems can be difficult and largely relies on high energy and commitment from the top down.

Members suggested a number of mechanisms to address the highlighted problems including:

- Developing linkages with cognate disciplines in other universities to facilitate the development of student cohorts;
- Utilising supervisory expertise from discipline experts around the country to ensure that a PhD student is not disadvantaged if the only appropriate principal supervisor within the University is absent or departs. Note that the feasibility of this approach would depend on the ability of universities to split completion funding between their respective institutions; a matter that the DDoGS are continuing to pursue with DEEWR;
- Upskill existing staff members by encouraging higher doctorate submissions where appropriate (thereby increasing the number of eligible supervisors);
- Hold regular Faculty training sessions following on from the Induction to provide additional opportunities for problem identification.

Action	Responsible
Provide an example of good practice in research education at the next REDC meeting to be held on 1 June 2009.	Dr Ford

7. Towards a Master of Philosophy

The proposed appellations for the Master of Philosophy requested by Faculties (Item 7) were noted.

8. Disclosure of Procedural Information to Students During Thesis Examination

The summary of possible answers AGC staff would provide in response to thesis examination enquiries from students (Item 8, tabled) was noted.

9. What is the Minimum Research Requirement for Students intending to articulate from Masters by Coursework to PhD Programs?

Following previous discussions at REDC, Professor Russell had drawn up a draft of the Committee's position on the minimum research requirement for students intending to articulate from a Master by Coursework degree to a PhD (Item 9). Essentially, it was proposed that such students be required to undertake a "Research Component" comprising a minimum of 15 credit points of research, with not less than 12 credit points to be attributed to research assessed by dissertation and seminar. Members endorsed the proposal.

On a related issue, Professor Russell also proposed in his paper, that all Masters by Coursework graduates who completed a Research Component should be assigned an Honours grade for the purpose of determining their scholarship ranking on application to the University's HDR programs. The Honours result would primarily be determined by a student's performance in the Research Component; however, the overall grade achieved in the Masters program would also contribute to the outcome (Item 9).

In the suggested scholarship ranking, Masters by Coursework graduates with Honours would rank slightly above Bachelor Honours graduates who had achieved the same Honours grade but significantly below (all) Masters by Research (MPhil) graduates. After a vigorous debate, it was agreed that the suggested order in which graduates of the various degree types were ranked should be retained, but, that the point differential between MPhil and Masters by Coursework with Honours graduates be reduced. This was in recognition that:

- Completion of advanced coursework is advantageous in many disciplines and may, when supplemented by the required research training, provide a better background for doctoral level study than completion of specialised research training alone;
- University of Adelaide PhD graduates who had only completed only three years of coursework (by undertaking a 3 year Bachelors degree, followed by a 2 year MPhil and then a 3 year PhD) would not compare favourably with students from the US who completed a minimum of 5 years of coursework before graduating with a PhD;
- Masters by Coursework graduates with Honours should attract a more favourable scholarship ranking than Bachelor Honours graduates in recognition of the additional year of advanced study they had undertaken;
- A student who had "only just" graduated with an MPhil was likely to be less prepared for Doctoral level study than an outstanding Masters Coursework Honours or Bachelor Honours graduate.

With the amendment of the MPhil points value of 70 to 60, the Committee endorsed the proposed Scholarship ranking of Masters and Bachelors degrees with Honours (Item 9) and the submission of the proposal to UAB, via the University Research Committee, for approval.

Action	Responsible
Amend the proposed scholarship ranking of Master's and Bachelor's degrees with Honours as agreed and submit the revised paper to URC and UAB for approval.	Professor Russell

10. Proposed Selection Committee for the Awards for Excellence in Higher Degree by Research Supervision

Members reviewed the proposed membership of the Selection Committee for the Awards for Excellence in Higher Degree by Research Supervision (Item 10). The membership was approved, noting that for operational purposes, a Sub-Committee would be convened to report on the strengths and weaknesses of each candidate to the full Committee (for final decision). The Sub-Committee would comprise three REDC members (selected in accordance with the discipline area of each applicant), plus the Manager of the International Student Centre and a Postgraduate Student Representative.

Action	Responsible
Invite Patricia Anderson to join the Selection Committee for the Awards for Excellence in Higher Degree by Research Supervision	Ms Frost

11. Towards an Online Induction Program for Supervisors and Students

A summary of progress towards the development of an on-line HDR student induction prepared by the project manager, Dr Ian Green, Researcher Education Development, Adelaide Graduate Centre (Item 11) was tabled. In Phase 1 of the project, due for delivery by 6 May, a suite of online HDR induction materials, based around the PowerPoint presentations of the face-to-face general session would be provided. There would be no interactivity, assignment or assessment facilities, however, receipt of the materials by students taking the online induction as an alternative to the face-to-face session would be monitored. Enhanced interactivity with the online materials would be enabled as part of Phase 2 of the project, due for delivery by the end of June.

Work on an online induction program for supervisors would commence in June/July 2008, with the final phase to be delivered by the end of 2009.

Action	Responsible
Provide regular updates on progress towards the development of online Induction Programs for students and supervisors	Dr Picard/Dr Green

12. Report from the Dean of Graduate Studies

Professor Russell reported on the following matters:

Educational Fee Waivers for Dependents of International HDR Students Sponsored by their Home Governments

Effective immediately, the State Government will waive all education fees (including tuition and administrative expenses), for the dependents of international HDR students, on sub-class 574 visas, whose study in South Australia is sponsored by their home Government. Dependents of current international HDR students will become eligible for the fee waiver from the start of term 2; the State Government has made no provision for students to back claim expenses for Term 1.

China Scholarships Council

The Embassy in Beijing has advised that the request for the China Scholarships Council to increase stipend payments to the APA rate is being considered by the Ministry of Education in China; a decision is awaited.

Members noted that a second round of China scholarships would be held later in the year; details were to be confirmed. [Secretary's note: further information is now available on the Graduate Centre web site at: <http://www.adelaide.edu.au/graduatecentre/scholarships/postgrad/chinascholarship/>].

Service Excellence Program

The Service Excellence Program investigating HDR enrolments and completions would be concluded shortly and the final report made available to REDC as soon as possible. In the interim, Mr Simon Bodie, Senior Manager, Continuous Improvement – Services would make a presentation to REDC on the outcomes of the project at the Committee's next meeting.

Action	Responsible
Make a presentation to REDC on the outcomes of the Service Excellence project on HDR enrolments and completions on 1 June 2009.	Mr Bodie

\$950 Training and Learning Bonus for Scholarship Holders

Members noted that as part of the Australian Government's Household Stimulus Package, Centrelink is paying a one-off \$950 Training and Learning Bonus payment to postgraduate scholarship holders. To be eligible for the bonus payment, students must be studying full-time in a higher education degree by research program (masters or doctorate degree) in Semester 1, 2009 and be:

- receiving for Semester 1, 2009;
 - an Australian Postgraduate Award (APA), or
 - an Australian Postgraduate Award (Industry) (APA(I)), or
 - National Health and Medical Research Council (NHMRC) PhD Scholarship, or
 - any other scholarship to which the value is at least \$20,427 in the 2009 calendar year
- a citizen or permanent resident of Australia, and
- living in Australia at the date of claim.

Whilst the mechanism for payment of funds is presently unclear, the roll out of payments to eligible students was expected to commence towards the end of May.

REPORTS FROM RESEARCH EDUCATION & DEVELOPMENT COMMITTEE WORKING PARTIES

13. Student Matters

The report of Student Matters meeting SM 09/3 was noted.

14. Doctoral Education

There was nothing to report.

15. Quality Issues Working Party

There was nothing to report.

UNSTARRED ITEMS FOR APPROVAL OR NOTING

16. Other Business

ECMS Research Proposal Proforma

The final Research Proposal proforma for the Faculty of Engineering, Computer and Mathematical Sciences was tabled.

18 Next Meeting

The next scheduled meeting will be held from 2:30pm to 4:30pm on 1 June 2009 in the ARI Board Room, Level 7, 115 Grenfell Street.

DONNA FROST
Secretary

CONFIRMED:
Day/Month/Year
Date CONVENOR

FOR NOTING

ITEM 5

BUSINESS ARISING FROM THE MINUTES

MEETING 3/09

ACTION	RESPONSIBILITY	STATUS
<p>6. Examples of Good Practice in Research Education</p> <p>Provide an example of good practice in research education at the next REDC meeting to be held on 1 June 2009.</p>	<p>Dr Ford</p>	<p>Completed. See Item 6</p>
<p>9. What is the Minimum Research Requirement for Students intending to articulate from Masters by Coursework to PhD programs?</p> <p>Amend the proposed scholarship ranking of Master's and Bachelor's degrees with Honours as agreed and submit the revised paper to URC and UAB for approval.</p>	<p>Professor Russell</p>	<p>In progress</p>
<p>10. Proposed Selection Committee for the Awards for Excellence in Higher Degree by Research Supervision</p> <p>Invite Patricia Anderson to join the Selection Committee for the Awards for Excellence in Higher Degree by Research Supervision.</p>	<p>Ms Frost</p>	<p>Completed.</p>
<p>11. Towards an Online Induction Program for Supervisors and Students</p> <p>Provide regular updates on progress towards the development of an online Induction Programs for students and supervisors.</p>	<p>Dr Picard/ Dr Green</p>	<p>See Item 7</p>
<p>12. <u>Report from the Dean of Graduate Studies Service Excellence Program</u></p> <p>Make a presentation to REDC on the outcomes of the Service Excellence project on HDR enrolments and completions on 1 June 2009</p>	<p>Mr Bodie</p>	<p>Completed. See Item 8</p>

MEETING 3/09

ACTION	RESPONSIBILITY	STATUS
<p>7. Recognition of Outstanding Higher Degree by Research Theses</p> <p>Following approval by the UAB, provide the revised examination documentation to REDC for information.</p>	Ms Frost	Pending
<p>17. Other Business</p> <p><u>ECMS Research Proposal Proforma</u> Provide the revised ECMS research proposal template to Ms Frost for distribution to REDC members.</p>	Dr Zander	Completed

MEETING 1/09

ACTION	RESPONSIBILITY	STATUS
<p>19. Research Proposal Proforma</p> <p>Provide Ms Frost with a copy of the finalised Faculty of Profession's Research Proposal Proforma.</p>	Professor Williams	Pending
<p>21. Other Business</p> <p><u>Awards for Excellence in Higher Degree by Research Supervision</u> Contact Ms Barbara Brougham, Project Officer, CLPD re: the administration of the supervisor award.</p>	Ms Frost/Professor Russell	Completed

MEETING 9/08

ACTION	RESPONSIBILITY	STATUS
<p>7. English Language Proficiency and Academic Outcomes for International Students</p> <p>Assemble data on the students of potential interview candidates for Professor Russell.</p> <p>Interview 1-2 supervisors from each Faculty who have supervised significant numbers of both international and domestic students about the impact of English proficiency on supervisory work load.</p>	Ms Frost Professor Russell	Completed Pending

ACTION	RESPONSIBILITY	STATUS
<p>9. Postdoctoral Education</p> <p>Forward information on the School of Wine and Horticulture's ECR Mentoring Scheme to Professor Russell.</p> <p>Forward information on the ECMS career progression workshops to Professor Russell.</p> <p>Provide information to Professor Russell about Faculties' planned financial contributions to centrally run ECR initiatives.</p> <p>Request assistance from Mr Glen Harrison to identify the University's Early Career Researchers through ORBIT.</p>	<p>Dr Ford</p> <p>Dr Zander</p> <p>Dr Ford and Professor Williams</p> <p>Professor Russell</p>	<p>Completed</p> <p>Completed</p> <p>Pending</p> <p>Pending</p>

MEETING 8/08

ACTION	RESPONSIBILITY	STATUS
<p>7. IELTS Requirements for International Students</p> <p>Provide members with information about the progress of the review of English Language Standards as available.</p>	<p>Professor Russell</p>	<p>Completed</p>

MEETING 3/08

ACTION	RESPONSIBILITY	STATUS
<p>6. Proposal to Introduce more Flexible Entry Pathways to the PhD for International Students through a Master of Research Studies</p> <p>Bring PAC proposal for the creation of the Master of Research Studies/PhD double degree program to a future REDC meeting for consideration.</p>	<p>Professor Russell</p>	<p>Pending</p>

MEETING 7/07

ACTION	RESPONSIBILITY	STATUS
<p>6. Strategies for Increasing HDR completions and Meeting Recruitment Targets (Item 7 from Meeting 5/07 and Item 6 from Meeting 6/07)</p> <p>Obtain data, regarding HDR completions and meeting recruitment targets, on PhD students in the UK.</p>	<p>Professor Russell</p>	<p>In progress</p>

DONNA FROST
Secretary