

**EXTRACT OF
CONFIDENTIAL MINUTES
BOARD OF GRADUATE RESEARCH
MEETING 3 2007**

A meeting of the Board of Graduate Research was held from 2.00pm to 4.30pm Friday June 29 2007, in the Meeting Room, Office of Research Services, Sandy Bay.

Present:

- Professor Carey Denholm, Dean of Graduate Research (Chairman)
- Professor Allan Canty, Pro Vice-Chancellor (Research)
- Dr Kate Crowley, Deputy Dean of Graduate Research, Elected Member
- Associate Professor Margaret Barrett, Elected Member (by videoconference)
- Associate Professor Natalie Moltschaniwskyj, Elected Member
- Associate Professor Diane Nicol, Elected Member
- Dr Frances Martin, Elected Member
- Professor Frank Vanclay, Elected by Senate
- Professor Jonathan Holmes, Elected by Senate
- Mr Kevin Redd, TUPA Representative
- Mr Chris Carstens, Academic Registrar

Secretary:

- Dr Katherine Nesbitt, Executive Officer Graduate Research

The meeting opened at 2.00pm

1. Apologies

- Dr Elaine Stratford
- Professor Judi Walker, Deputy Chair Academic Senate

2. Minutes and extracts of previous meeting (April 20 2007)

- Motion:**
1. *That the minutes of the meeting held on April 20 2007, having been previously circulated, be taken as read and confirmed.*
 2. *The extracts of the minutes be approved for distribution.*

The minutes and extracts of the minutes were approved with the minor amendments.

3. Action Items

2. Extracts of the meeting of the Board of Graduate Research on February 9 2007 have been approved by circular resolution.

3.1 The Dean reported that he had discussed the establishment of a travel fund for Graduate Research Candidates to be known as "World Connect". The fund would aim to provide approximately \$5000 per candidate for each of five candidates per annum to support overseas travel.

3.5 Dr Kate Crowley advised that she will meet with Associate Professor Natalie Moltschaniwskyj, Professor Frank Vanclay and Dr Frances Martin to progress this item.

Items 4.1, 4.4, 4.5 and 5 are completed.

4. Standing Items

4.1. Dean's Report

The Dean reported on a number of his recent activities.

4.2. Pro Vice-Chancellor (Research) Report

Professor Allan Canty reported that the new PVC(R), Professor Johanna Laybourn-Parry will officially take up her appointment on October 1. Professor Canty suggested that one of the next two Board meetings focus on reviewing the Edge Agenda and the Research, Research Training Management Plan prior to the first attendance of the new PVC(R).

4.3. Deputy Chair (Academic Senate) Report

Professor Judi Walker was an apology for this meeting

4.4 Load Reports

The Dean discussed the load reports, noting in particular a list of eleven candidates whose candidature has expired and who have had no contact with the Graduate Research Unit for an extended period. The Dean noted that load was below target and discussed the difficulties in meeting the ambitious stretch targets.

4.5 TUPA representative reports

Mr Kevin Redd reported that the organisation of the Postgraduate conference in September was progressing well. Mr Redd informed the Board of a number of workshops TUPA has held and thanked the Dean for hosting an afternoon tea for mature age Graduate Research candidates.

5. Intellectual Property

The Secretary to the Board provided a brief summary of a particular candidature issue.

6. New Business

6.1. Supervisor Deregistration

Supervisors have been and will continue to be de-registered as appropriate.

6.2. Implementation of the recommendations from the 2006 Review of Graduate Research Supervisor Registration

The Board discussed the summary of feedback on the supervisor registration process, provided by the Deputy Dean.

6.3. Signing Authority

. The Board approved the list of signing authorities as included in the papers.

6.4. Report from DOGS and PRATS conferences – Dean and Executive Officer

The Dean reported on his recent attendance at the Deans and Directors of Graduate Studies (DDOGS) meeting. The Executive Officer reported on her attendance at the Postgraduate Research Administrators Taskforce (PRATS) meeting, run concurrently with the DDOGS meeting. The Board discussed advertising of scholarships and graduate research opportunities at the University of Tasmania. Associate Professor Natalie Moltschaniwskyj queried whether the library could run a training session on the JASON network.

6.5. AMC Integration

The Dean and the Secretary to the Board discussed the progress made on integrating AMC candidates into the University of Tasmania, noting that there are some major policy decisions to be made.

6.6. Nature Mentoring article

The Board discussed the article provided by the Dean and noted that there was a mentoring arrangement implicit in the requirement for two supervisors for each candidate.

6.7. Outcomes of working party (this item was discussed out of order)

7. Other Business

The Board agreed that changes to the international application procedures may be appropriate in order to allow potential candidates, who have discussed a detailed project with a supervisor, to submit a shorter proposal as part of their application. The Secretary to the Board noted the importance of having a documented record of the agreed project before a candidate commences.

The Board agreed to the recommendation that the Academic Registrar become a member of the Board.

Next Meeting August 17

The next meeting will take place on August 17 from 2.00 – 4.30pm.

The meeting closed at 4.35pm

Actions Arising from Board of Graduate Research Meeting 2 2007

June 29 2007

Item No	Action	Responsibility	Due
5	Amend the Procedures of Graduate Research to prevent a thesis being submitted for examination if required Deed of Assignment of Intellectual Property has not been signed.	Secretary to the Board	Next Board meeting
6,2	Dean and Deputy Dean to meet to discuss preparing a proposal for the addition of a section on the annual Performance Management form relating to supervision training.	Dean and Deputy Dean	