

UNIVERSITY OF TECHNOLOGY, SYDNEY  
UNIVERSITY GRADUATE SCHOOL BOARD

**Confirmed minutes of Meeting 08/03 of the University Graduate School Board held on Tuesday 12 August 2008 in Conference Room, Level 4b, Building 1, City Campus at 9:30 am.**

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**Present:** Prof M Tennant (Chair), Prof K Dorst, Prof D Elliott, Prof L Hitchens, Prof J Lu, Dr J McKenzie, A/Prof C Mitchell, Ms N Muckle, Dr K Schlunke,

**Apologies:** A/Prof P Hamilton, Prof I Palmer, Ms S Ng Prof N Solomon, Prof G Skilbeck, Dr P Tooth

**In attendance:** Ms A Plume (Meeting Secretary), A/Prof L Harry (standing in for Prof G Skilbeck), A/Prof S Schuck (standing in for Prof N Solomon)

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**1. WELCOME/APOLOGIES**

The Chair welcomed Prof Lesley Hitchens, Prof Jie Lu and Ms A Plume as Meeting Secretary

The above apologies were received and noted.

**2. MINUTES**

**2.1** The minutes of meeting 08/02 (13/05/2008) were confirmed and signed as a true record.

**2.2** The Board noted that the proposal for reaccreditation of course C02027 Doctor of Juridical Science and accreditation of course C02049 Doctor of Health Services, had been accepted.

**3. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETINGS**

**3.1 Scholarship scoring system**

Document 3.1 on Scholarship scoring system was discussed. The Board discussed the possibility of allocating more points for high quality mid-career professionals based on Publications, Prizes and Professional Achievement. In addition to the increased points, it was agreed that “relative opportunity” should be included as a factor. It was agreed that successful Honours 1 applicants would be given priority for APA Scholarships and that successful mid-career applicants would fill the remaining places in APA and UTS Doctorals.

**RESOLVED AGS/08/05**

That the proposal for the score for Professional Achievement be increased to a maximum of 9, with a new overall maximum of 12 for the Publications, Prizes and Professional Achievement category, as detailed

in Document 3.1, be endorsed, subject to a detailed proposal of Professional Achievement measures.

**For action: Elliott**

Prof Elliott wished to explore the possibility of offering part time scholarship to encourage high quality mid-career professionals' admissions. The Dean requested Prof. Elliott to prepare a paper for the next UGS Board.

**3.2 Candidature Plans**

Further to the discussion at the previous meeting, the Dean advised that a project be established to assist Faculties develop candidature plans.

**For action: Mitchell**

That a Working Party be established, with a membership of D Elliott, K Dorst, K Schlunke, S Schuck with Prof Mitchell as chair. The Working Party should prepare and trial a candidature plan.

**3.3 Distinctive Profile for Research Education**

Further to the discussion at the previous meeting, the Dean advised that a Working Party with the title of "Distinctive Profile for Research Education Working Party" should be established to work towards a position paper concentrating on defining a distinctive UTS profile for research education consistent with being an ATN university.

**For action: Tennant, Braun, Harry, Lee, McNeil and Mitchell**

That a Working Party of the UGS Board be established with the following composition.

Prof Mark Tennant (Chair)  
Prof Robin Braun  
A/Prof Liz Harry  
A/Prof Alison Lee  
Prof Peter McNeil  
A/Prof C Mitchell

**For action: Plume**

That the paper "Research Program Provision at UTS" be emailed to Board members.

**4. DEAN'S REPORT**

**4.1 BI Project**

The Board noted that a Business Intelligence project, focusing on how best to capture data on Research Key Performance Indicators (KPI) and their measures, is under way.

**4.2 HDR Management Project**

The Dean advised that an HDR Student System Management project is running with ITD. The objective of this project is to manage HDR students' data that is currently not being captured in CASS. Input will be sought from the Research Administrators in each Faculty.

#### **4.3 Research Support Projects**

The Dean advised the Board that funding from this grant had been used for organising grants for supervisor development workshops, induction workshops and Faculty conferences, for students to present papers and network.

#### **4.4 Research strengths and research students**

This item was deferred to a later meeting.

#### **4.5 Online submission of theses**

The Dean advised that there are increasing numbers of examiners requesting to receive a thesis to be marked electronically, rather than hard copy. The Board discussed the issues including technical issues such as format requirements. The UGS Board will continue to monitor this matter.

#### **4.6 Group of 8 initiative**

The Board noted that David Back from Group of Eight approached UTS with a “Future Research Leaders Program” which is an online course for researchers. UTS, as a member of the ATN, already offers a similar course.

#### **4.7 Maximum and minimum time for international students**

The Dean undertook to investigate whether there could be some flexibility in stating the max and min time for research students to cater for the different requirements of international scholarship holders

#### **4.8 Student publications**

The Board noted the importance of capturing student publications in the annual quantum return.

#### **4.9 ATN activities**

The Board noted that the ATN will be developing a Masters in Research Management

#### **4.10 ERA**

The Board noted the new research quality and evaluation system, Excellence in Research for Australia (ERA). Student publications are to be included. It was also noted that the initiative appears not to encourage interdisciplinary research.

#### **For action: Mitchell**

Prof Mitchell will provide the Board with a copy of her letter to the ARC and DIISR on this matter.

### **5. POLICIES AND PROCEDURE MATTERS**

#### **5.1 Research Education at UTS**

The Dean presented this paper in order to provide a context for research education at UTS.

The Dean expects increased load, particularly from SET and Business, but other Faculties should also review their targets to aim for an increase. The current EFTSL is 820 and the target is 1000.

## **5.2 Visiting Research Students**

The Dean advised the Board to consider the Study Abroad opportunity for visiting research students. The Board discussed the difference between visiting scholar approach and Study Abroad. There are issues such as visa, CRICOS code registration, ESOS requirements, supervisors' appointment and how to accommodate English language requirements.

### **For action: Tennant**

The Dean of UGS to continue to develop a program for visiting research students.

## **5.3 Thesis Examinations**

The Dean asked if UTS should consider adopting two external examiners only. The Board agreed that the current system of three examiners for doctoral and two for masters works well so no change is required.

## **5.4 Composition of UGSB**

The Dean advised there was a review of the composition of the Academic Board, due to the amalgamation of Faculties, and therefore the composition of the UGSB should also be reviewed. However, as the new Faculties were still in a stage of transition the Board agreed to keep the current composition of UGSB until the end of 2008.

### **For action: Tennant**

To invite the amalgamated Faculties to allow the current members to continue to the end of 2008.

## **5.5 UTS Register of Delegations**

The Dean spoke to the paper "Register of Delegations".

### **RESOLVED AGS08/06**

The Board endorsed the spirit of the amendments to points 4.3.9, 4.4.3, 4.6 and 4.9, as detailed in Document 5.5.

### **For action: Tennant**

**To liaise with GSU about changes to delegations.**

## **5.6 Joint Government of the Republic of Chile / Universities Australia media release**

The Board noted the Government of the Republic of Chile is providing scholarships for 500 Chilean PhD and Masters students to study in Australian universities over the next five to ten years.

## **5.7 Posthumous Award**

There is no current rule on posthumous award for higher degree research students.

### **RESOLVED AGS/08/07**

That the Rule for the award of a graduate research degree posthumously, as detailed in Document 5.7, be endorsed.

**5.8 Policy on the conduct of PhD and MSc (by thesis) Assessment**

A/Prof L Harry tabled Document 5.8 “Policy on the conduct of PhD and MSc (by thesis) Assessment” and proposed a new Faculty procedure on PhD and MSc (thesis) assessment. The Board was asked for feedback. Some positive comments and feedback were given, however, A/Prof L Harry recognises the process requires more detailed instruction, especially in the interviewing process.

**RESOLVED AGS/08/08**

That new assessment procedures for the Faculty of Science PhD and MSc (thesis) students as detailed in Document 5.8, be endorsed, subject to incorporating feedback from the Board.

**6. COURSE MATTERS**

There were no course matters raised at the meeting.

**7. OTHER BUSINESS**

**7.1 Annual Symposium, Australian Academy of Technological Sciences**

The Dean advised the notice for Annual Symposium, Australian Academy of Technological Sciences held in Melbourne in mid November.

**7.2** Dr J McKenzie advised that the Research Student Feedback Survey (RSFS) is online. RSFS enables supervisors of five or more current and completed postgraduate research students to gain anonymous feedback from students that they supervise.

There being no further business the meeting ended at 11.50 am

**SIGNED AS A TRUE RECORD**

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**CHAIR**

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**DATE**