

Te Komiti Rangahau o Unitec (URC) Minutes

18 April 2019 at 1pm - Unitec Mt Albert Campus

Membership of Te Komiti Rangahau o Unitec (Quorum = 9)

Associate Professor Marcus Williams	Chair - Director, Research and Enterprise
Professor Christian Probst	Director, High Technology Transdisciplinary Research
Heather Stonyer	Director Industry Partnerships or nominee
Dr Falaniko Tominiko	Director, Pacific Success or nominee
Dr Jo Mane	Director, Māori Success or nominee
Dr Helen Gremillion (Associate Professor)	Healthcare and Social Practice
Yusef Patel (New and Emerging)	Architecture
Roger Birchmore (Early Career)	Building Construction
Dr Lian Wu (Associate Professor)	Community Studies
Dr Iman Ardekani (Associate Professor)	Computing and IT
Dr Leon Tan (Associate Professor)	Creative Industries
Dr Jonathan Leaver (Associate Professor)	Engineering and Applied Technology
Dr Kristie Cameron (Early Career)	Environmental & Animal Science
Gerry Ryan (New and Emerging)	Trades and Services
Dr Maryam Mirzaei (Early Career)	Business Studies
Tui Matelau (Early Career)	Bridgepoint
Susan Eady	Library Knowledge Specialist
Myles Durrant	One member nominated by the Student Council
Arun Deo	Research Advisor
Gwynneth Porter	ePress Editor (non-voting members)
In attendance: Asma Munir	URC Secretary

Te Komiti Rangahau o Unitec Terms of Reference:

The powers and functions of Te Komiti Rangahau o Unitec (URC) shall be to:

- Foster the conduct of research, and support the achievement of Unitec's strategic research, enterprise and innovation priorities;
- Propose and advise on strategic directions and priorities for research, enterprise and innovation;
- Provide expert advice on institutional policy;
- Develop protocols and guidelines and make recommendations in relation to the conduct of research, enterprise and innovation;
- Oversee the Grants Advisory Committee and the reporting of funded projects;
- Encourage and enhance the development of the research, enterprise and innovation culture along with student and staff research capability;
- Oversee the monitoring of research outputs and research reporting; and,
- Foster transdisciplinary, collaborative and externally engaged research, enterprise and innovation

1. WELCOME & APOLOGIES

The Chair warmly welcomed committee members with a Karakia. The Chair introduced Dr Jacquie Reed, the new Operation Manager to the committee.

Present:

Assoc Prof Marcus Williams (Chair), Dr Falaniko Tominiko, Dr Helen Gremillion, Dr Jonathan Leaver, Dr Lian Wu, Dr Maryam Mirzaei, Heather Stonyer, Yusef Patel, Arun Deo, Susan Eady, Myles Durrant.

Apologies:

Prof Christian Probst, Dr Iman Ardekani, Dr Jo Mane, Dr Leon Tan, Dr Kristie Cameron, Roger Birchmore

2. Confirmation of the minutes of the 14 March 2019 meeting

The minutes of the 14 March 2019 meeting to be ratified by the committee.

Moved: Dr Helen Gremillion

Seconded: Dr Maryam Mirzaei

3. Matters arising from the previous minutes

All matters risen from the previous minutes were completed.

4. Consultation and co-creation process for the new research strategy – 2020 - 2025

Marcus opened the discussion and shared with the committee the concerns he raised with Interim Chief Executive. They were that the URC work plan involves the review of two significant policies and the Unitec Research Strategy which may be significantly impacted by the outcome of the Review of Vocational Education currently being undertaken by the Ministry of Education. In order to avoid wasting institutional time the implementation of the work will be put on hold until July.

Marcus briefly explained each step of the work plan and it was agreed to add one more step to the work plan for the committee member to articulate the key point of the Unitec Diamond, NZ Tertiary Education Strategy and existing Unitec Research Strategy so that when consultation occurs, there will be some points of consideration on which staff can provide feedback.

Committee will continue working on the PBRF review as per timeline.

<p>Action: Marcus to add one more step to the work plan for the committee to articulate the key point of the Unitec Diamond, NZ Tertiary Education Strategy and existing Unitec Research Strategy.</p>

<p>Action: Marcus to adjust dates in the work plan.</p>
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5. SPSS phase out

Committee members were referred to the memo, which was circulated with the agenda (pg9).

The SPSS (Statistical Package for the Social Sciences) is a widely used software for statistical analyses and had been used at Unitec for over a decade now. Unitec annually pays about \$44,000 (NZD) for the renewal of its license.

Investigation into the viability of an alternative was undertaken in 2017, led by Associate Professor Nigel Adams in the School of Environmental and Animal Science.

In late 2018, Tūāpapa Rangahau did a survey and the results indicated that SPSS software is under-used and the cost associated with its usage is very high.

The records held by IMS/Library also showed that the software usage is declining:

- 45 licenses issued in 2016
- 35 licenses issued in 2017
- 23 licenses issued in 2018

Arun Deo (Research Adviser) explained the rationale behind the recommendation of R Statistical software and responded to the questions raised by the committee members.

The committee members present approved the discontinuation of SPSS software to be replaced with R statistical software from 2020, subject to consultation with staff in schools. Tūāpapa Rangahau will run workshops on R statistical software for staff every year for few years.

Action: Committee Members to consult with staff on SPSS.

Action: Asma to contact and seek feedback from those who were absent in the meeting.

6. Draft School Research Plan template

Marcus explained the relevance of the School Research Plan. Committee members provided feedback on a draft template.

Action: Marcus to add following two points to the template:

1. A list of summary of research topics or names of the most recent research paper.
2. Asking for details for student research engagement

7. General Business

There was no general business

Meeting closed @ 2.15pm with a Karakia.

Matters Arising from 18 April 2019 Meeting

Agenda Item	Matter Arising	Responsible	Outcome
4	Consultation and co-creation process for the new research strategy – 2020 – 2025: Action: <ol style="list-style-type: none"> 1. Marcus to add one more step to the work plan for the committee to articulate the key point of the Unitec Diamond, NZ Tertiary Education Strategy and existing Unitec Research Strategy. 2. Marcus to adjust dates in the work plan. 	Marcus Williams	Completed
5	SPSS phase out Action: <ol style="list-style-type: none"> 1. Committee Members to consult with staff on SPSS. 2. Asma to contact and seek feedback from those who were absent in the meeting. 	Asma Munir	Completed
6	Draft School Research Plan template Action: Marcus to add following two points to the template: <ol style="list-style-type: none"> 1. A list of summary of research topics or names of the most recent research paper. 2. Asking for details for student research engagement 	Marcus Williams	Completed