Te Komiti Rangahau o Unitec | Unitec Research Committee

Date:	2022-07-14
Scheduled Start:	1300h
Scheduled End:	1500h
Location:	Microsoft Teams

MEETING OPENED:	1300h

SECTION 1 – NGĀ KUPU ARATAKI | PRELIMINARIES

Item 1.1   Karakia Tīmatanga | Opening Prayer

Item 1.2   Mihi Whakatau | Welcome from the Chair

The Chair warmly welcomed members of the committee to the meeting including proxy members Sana Saleem and Eltahir Kabbar.

SECTION 2 – STANDING ITEMS

Item 2.1   Ngā Whakapāha | Attendance, Apologies & Quorate Status

Members Present

1. Marcus Williams (Chair)
2. Arun Deo
3. Daisy Bentley-Gray
4. Sana Saleem (proxy for Nora Md Amin)
5. Helen Gremillion
6. Yusef Patel
7. Kristie Cameron
8. Eltahir Kabbar (proxy for Hamid Sharifzadeh)
9. Lian Wu

Total members represented: 9 members

Apologies

1. Nora Md Amin
2. Robyn Gandell
3. Hamid Sharifzadeh

4. Leon Tan
5. Cat Mitchell
6. Helen Gremillion (for early departure, 2pm)

Total apologies: 6 members

Absent

Duaa Alshadli

MOTION
That the committee accepts the apologies for today's meeting.
Moved: Yusef Patel **Seconded: Helen Gremillion**
MOTION CARRIED

Quorate Status

A minimum of 9 representatives is required; the meeting was quorate.

Hunga Mahi | Staff in Attendance

1. Brenda Massey, Acting Secretary

Item 2.2   Pitopito Kōrero o Ngā Hui | Minutes of Previous Meeting

MOTION
That the committee approves the minutes of the 2022-06-09 meeting as a true and accurate record.
Moved: Helen Gremillion **Seconded: Kristie Cameron**
MOTION CARRIED

Item 2.3   Mahia Atu | Matters Arising

David Airehrour has left Unitec. He will be replaced by a new member from the School of Applied Business from September.

Action: Marcus Williams to send David Airehrour a formal letter of gratitude thanking him for his services to the committee.

Agenda Item	Action	Responsible	Outcome
4.1	Communicate to Research Partner Penny Thomson: 1) That in forthcoming IRP communications and Research Leader hui, Research Leaders should be strongly urged to review staff members' IRPs before submission to help improve their quality. 2) To please update the links in the IRP template so users can click through to the new Teams research documentation repository.	Brenda Massey	Complete

4.1	Check with Julie McGregor, Learning and Development Lead, as to whether goals from IRPs are being detailed in ADEPs, as is required to happen.	Marcus Williams	Complete. IRPs are required to be uploaded, but the ADEP system is not able to be electronically checked. No further action will be taken due to human resource constraints.
5.1	Work collaboratively on the formulation of a narrative and recommendations to the ELT and HoSs around the analysis undertaken on Māori versus non-Māori teaching-researchers and non-teaching researchers at Unitec.	Marcus Williams / Cat Mitchell	Complete. Memos have been sent to the ELT and HoSs.
	Meet to discuss the potential to undertake a similar exercise in the Pacific space.	Marcus Williams / Daisy Bentley-Gray	Complete. This work is underway and will be reported at a future meeting. Note that this work is different to the work undertaken by Sana, Daisy and Arun previously to produce a directory of all Pacific research being undertaken by both Pacific and non-Pacific researchers at Unitec.
	Utilise the Research Bank to review the research that has been conducted on or with Māori by non-Māori researchers at Unitec and report findings back to the committee.	Nora Md Amin	In progress.
5.2	Draft letters thanking A/Ps Terri-Ann Berry and Dan Blanchon for their research centre reports.	Brenda Massey	Complete
5.3	Draft letters thanking Min Hall, A/P Renata Jadresin Milic and Dr Marleen Baling for their ECR reports.	Brenda Massey	Complete
	Encourage any ECR who might have the capacity to lead a project next year to apply for the 2023 ECR Project Fund round.	All	Complete

SECTION 3 – MEA HEI WHAKAAE | ITEMS TO APPROVE

Section 3.1   Research Centre Applications

Applications to establish two new research centres: the Digital Heritage Research Centre (A/P Renata Jadresin Milic as Director) and the Centre for Research in Education for Healthcare

Professionals (A/P Samantha Heath as Director) were presented to the committee for approval. Both applications are endorsed by the DCE Academic and the relevant Heads of School.

The establishment of a centre is an institutional acknowledgement of the focussed research capability which exists within the institute. The centres respond to the Unitec Research Strategy, which endeavours to apply focus to Unitec's research activities, and they allow for teams and groups of researchers to work together collaboratively on research projects. The majority of Unitec's external research funding is won by Unitec's research centres and generally the overheads these grants attract support their ongoing activities.

Digital Heritage Research Centre – summary of discussion

- This is an impressive application with a significant group of collaborators including students.
- There are well established and ongoing industry partnerships.
- The applicant has a track record of winning external funding.
- The centre will also include staff from Landscape Architecture.
- 3D scanning of buildings and landscapes is becoming increasingly important in architectural research. 3D scanning of whole sites can help us to understand sensitive issues, for example around the protection and preservation of wāhi tapu (sacred sites). 3D scanning has wide application and is an emerging field.
- Digital heritage is an emerging discipline nationally and internationally and there is increasing demand for 3D scanning expertise, e.g., from big architectural companies.

MOTION

That the committee supports the establishment of the Digital Heritage Research Centre.

Moved: Lian Wu
Seconded: Yusef Patel

MOTION CARRIED

Action: Marcus Williams to issue formal notification of this outcome to A/P Renata Jadresin-Milic.

Centre for Research in Education for Healthcare Professionals – summary of discussion

- In 2021 A/P Samantha Heath won a prestigious Whitinga Fellowship from The Royal Society/Te Apārangi, which is providing her with 0.8FTE to undertake a two-year research project of national importance.
- Samantha is Co-Research Leader for the School of Healthcare and Social Practice and has significant experience in administration and communication and in leading research teams that include new and emerging and early career researchers.
- This would be Unitec's first research centre focussed on education.
- It is timely that research is being undertaken into health, public health and healthcare education, particularly in the areas of aged care and literacy in learners.
- It is good to see that the centre will be located at the Waitakere Campus where most healthcare staff and students are based.
- Some of the benefits of the centre do not seem to have been as well leveraged or articulated as they could have been. This could have implications if the text presented in the application informs, for example, requests to secure external funding or resources. It was suggested that the applicant gives further consideration to the benefits of the centre and reframes these accordingly. For instance: which inequalities, exactly, will the centre address (referenced early in the application in only a general way)? Would doing so mean that

Unitec/Te Pūkenga is filling a niche in the healthcare-related research space? Providing context about university vs ITP research in healthcare could be useful here.

- The committee expressed strong support of, and confidence in, the applicant's leadership, capability and ability to generate research momentum within the School of Healthcare and Social Practice and see the centre as a valuable addition to Unitec's research landscape.

MOTION

That the committee supports the establishment of the Centre of Research in Education for Healthcare Professionals.

Moved: Helen Gremillion
Seconded: Lian Wu

MOTION CARRIED

Action: Marcus Williams to issue formal notification of this outcome to A/P Samantha Heath.

Section 3.2   Annual Research Centre Report – Cybersecurity Research Centre

The committee received the 2021 Research Centre Report from the Cybersecurity Research Centre.

- The School of Computing and Applied Technology is enjoying good and consistent leadership at the moment, which has helped to support the emergence of a new Centre Director, Denis Lavrov, who has led the writing of this report.
- The centre has continued to win grants following receipt of a large MBIE Endeavour Fund grant received in 2014 for STRATUS, a cybersecurity research project that ran for six years, including another large Endeavour Fund grant.
- The centre holds a $120k commercialisation contract for R&D on cybersecurity software, in which Unitec owns a 15% stake of the IP.
- The centre plays a vital role in connecting Unitec with industry. There are a number of initiatives being undertaken, which have been well publicised in the media.
- Denis will be attending regular meetings with the School of Computing and Applied Technology which will facilitate more opportunities for staff engagement with the activities of the centre.

MOTION

That the committee accepts the annual report from the Cybersecurity Research Centre.

Moved: Eltahir Kabbar
Seconded: Kristie Cameron

MOTION CARRIED

Action: Marcus Williams to issue a letter thanking Denis Lavrov for his outstanding report and for his commitment to, and leadership of, the Cybersecurity Research Centre.

SECTION 4 - WHAKAWHITI KŌRERO | ITEMS FOR DISCUSSION

Section 4.1   PBRF Section Reference Group - Consultation Paper 6

The committee considered the proposals and approaches developed by the PBRF Sector Reference Group (SRG) for membership criteria and working methods of the peer review panels which will be convened for the Quality Evaluation (QE) 2025.

Marcus Williams attended a cross-sector discussion with research managers at some of the universities and other ITPs about the various options presented in the consultation paper and shared these discussions with the committee during consideration of this item. He will be providing Unitec's position on the consultation, informed by both the cross-sector discussion and by feedback received from this committee, to the Rangahau Research Forum following this hui.

Feedback provided by the committee was as follows (in red):

Panel chairing provisions
Do you support the proposal to adopt a co-chairing model, with one Co-Chair required to have expertise in Māori knowledge? – support.

Panels composition
Do you support the proposed new approach and expectations for ensuring appropriate panel representation of the diversity of Aotearoa New Zealand and of the sector? - support (replace "expected to" with "normally required to" with expectations to report back to TEC "why not").

Panel sizes and subject area coverage
Note that the TEC will consult with former panel members on the current ratio of 35 submitted EPs per panel member, and the SRG's recommendation will be based on this feedback. – support.

Do you support **Option 1**: retain the Medicine and Public Health panel, or **Option 2**: split the panel into two new panels, one for Medicine and one for Public Health? The committee felt this was a decision best considered by researchers who would be submitting to this panel/panels. Committee member Lian Wu is a medical researcher and advocated for Option 1. He noted the workload for this panel would be large, and a lot of research straddles both areas (e.g., Covid-19 research). The committee were supportive of Lian's recommendation and Marcus will present Option 1 as being Unitec's preference.

Panel and subject area names
Do you support renaming the Māori Knowledge and Development Panel as the Mātauranga Māori Panel? – support.

Panel membership criteria
TEC welcomes any comments you have on the TEC's intended approach to the panel membership criteria, or any additional criteria that should be considered. – support main points.

Panel member training
TEC welcomes any comments on the TEC's intended approach to the panel training, or any additional training topics that should be considered. – there should be training for panels on the shift from assessing output-based portfolios to assessing portfolios that provide opportunity for researchers to articulate a narrative around partnering and impact. In addition, there will be a lot of reference to Covid-19 in people's platform statements and the panels should receive some training on applying a consistent approach to these references separately from any special circumstances.

Panel-specific guidelines

TEC welcomes any comments on the TEC's intended approach to the panel-specific guidelines, or any additional topics that should be considered. - encourage calling for the Chairs early (at least by November) as it takes time to develop new guidelines.

Section 4.2   Proposed Research Centre Procedure Amendments

The committee discussed and were supportive of the proposed amendments to Unitec's Research Centre Procedure.

Action: Marcus Williams to update the Research Centre Procedure accordingly.

SECTION 5 - NGĀ TUKUNGA | ITEMS TO RECEIVE

Section 5.1   2021 Early Career Research Fund Final Report – Dr Cat Mitchell

The committee received the final report from Dr Cat Mitchell, recipient of 2021 Early Career Researcher (ECR) Contestable Funding.

The committee noted that one of the recommendations arising from Cat's research is to "increase investment in Māori researchers/ academics including a focus on recruiting, growing, promoting and supporting more Kaupapa Māori supervisors (including making research more possible for Māori staff within the organisation)" and that it is timely that the Unitec Research Strategy Action Plan was recently updated with this aspiration in mind.

ECR funding aims to support ECRs to move onto seeking external funding and with general capability development and advancement, and these outcomes have been achieved in this instance.

Action: Marcus Williams to write to Cat Mitchell thanking her for her report and congratulating her on the successful completion of her project.

SECTION 6 - KUPU WHAKAMUTUNGA | CLOSING

Section 6.1   Ētahi Kaupapa Anō | Any Other Business

This committee is charged with providing leadership in the research space, and with the move towards Te Pūkenga it would be good for Unitec researchers to receive regular communications and updates, where possible, about the future of research within Te Pūkenga.

Action: Marcus Williams to regularly schedule any updates on research from Te Pūkenga for sharing and discussion at future committee meetings.

Section 6.2   Komiti Self-Assessment

An opportunity was given for the committee to reflect on their self-assessment provocations. The committee was reminded that feedback can be emailed to the Chair or the Secretary at any time (in confidence if requested).

Committee member Daisy Bentley-Gray thanked Marcus for his leadership of the committee and thanked Brenda and Arun for supporting her involvement in the committee. She reflected that it has been easy as a new and emerging researcher and as a Pacific representative to be part of the committee, and to share in, support and contribute to the discussions.

Section 6.3   **Karakia Whakamutunga | Closing Karakia**

MEETING CLOSED:	1420 h

SUMMARY OF ACTIONS

Agenda Item	Action	Responsible	Outcome
2.3	Send David Airehrour a formal letter of gratitude thanking him for his services to the committee.	Brenda Massey/ Marcus Williams	
2.3	Utilise the Research Bank to review the research that has been conducted on or with Māori by non-Māori researchers at Unitec and report findings back to the committee.	Nora Md Amin	
3.1	Issue formal notification of the URC's endorsement of the establishment of the Digital Heritage Research Centre and the Centre for Research in Education for Healthcare Professionals to A/P Renata Jadresin-Milic and A/P Samantha Heath respectively.	Marcus Williams	
3.2	Issue a letter thanking Denis Lavrov for his outstanding report and for his commitment to, and leadership of, the Cybersecurity Research Centre.	Brenda Massey/ Marcus Williams	
4.2	Update the Research Centre Procedure.	Marcus Williams	
5.1	Write to Cat Mitchell thanking her for her report and congratulating her on the successful completion of her project.	Brenda Massey/ Marcus Williams	
6.1	Regularly schedule any updates on research from Te Pūkenga for sharing and discussion at future committee meetings.	Marcus Williams	