



minutes

Te Komiti Rangahau o Unitec | Unitec Research Committee

Date:	2023-07-13
Scheduled Start:	1300h
Scheduled End:	1500h
Location:	Microsoft Teams

MEETING OPENED:	1300h
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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 a new student representative Kate Zeng.

SECTION 2 – STANDING ITEMS

Item 2.1 Ngā Whakapāha | Attendance, Apologies & Quorate Status

Members Present

1. Marcus Williams (Chair)
2. Kristie Cameron
3. Kate Zeng
4. Nora Md Amin
5. Tanya White
6. Yusef Patel
7. Daisy Bentley-Gray

Total members represented: 7 members

Apologies

1. Hamid Sharifzadeh
2. Lian Wu
3. Leon Tan
4. Helen Gremillion
5. Duaa Alshadli

Total apologies: 5 members

Absent

1. Robyn Gandell
2. Mitra Etemaddar

Total absent: 2 members

MOTION

That the committee accepts the apologies for today's meeting.

Moved: Yusef Patel

Seconded: Daisy Bentley-Gray

MOTION CARRIED

Quorate Status

The Chair noted that as the committee has 15 members, going forward a quorum should be eight members, not nine. Only seven members were present, therefore the meeting was not quorate.

Hunga Mahi | Staff in Attendance

1. Brenda Massey, Acting Secretary

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

The meeting was not quorate therefore the minutes of the 2023-05-11 meeting will need to be ratified at the next quorate meeting.

Item 2.3 Mahia Atu | Matters Arising

Agenda Item(s)	Action	Responsible	Outcome
3.1	Advise Prof Peter de Lange of the approval of the appointment of Ms Gillian Crowcroft as an Honorary Research Fellow within Environmental and Animal Sciences.	Marcus Williams / Brenda Massey	Complete
5.1	Thank and congratulate centre directors for their annual research centre reports.	Marcus Williams / Brenda Massey	Complete
6.1.a	Procure a copy of the ePress karanga book launch invitation and seek the organisers' approval for the committee to attend. If it is confirmed that the committee can attend, cancel the June committee meeting.	Brenda Massey	Complete
6.1.b	Send a copy of the minutes of today's meeting to Dr Hinekura Smith, offering her the committee's congratulations on securing the grant from TLRI.	Brenda Massey	Complete

SECTION 3 – MEA HEI WHAKAAE | ITEMS TO APPROVE

Section 3.1 Nomination for Appointment of an Honorary Research Fellow – Dr Byron Rangiwai

The nomination for the appointment of an Honorary Research Fellow within Ngā Wai a Te Tūi was approved.

MOTION

That the committee approves the appointment of Dr Byron Rangiwai as an Honorary Research Fellow within Ngā Wai a Te Tūi.

Moved: Tanya White

Seconded: Daisy Bentley-Gray

MOTION CARRIED

Action: Marcus Williams to advise the nominator, Dr Hinekura Smith, of this outcome.

Section 3.2 Reestablishment of the Unitec Early Career Researcher Forum Committee

The Unitec ECR Forum is currently chaired by A/P Kristie Cameron. It is proposed to reestablish the ECR Forum Committee in order that the forum's purpose is formalised, and its value clearly asserted in the face of the ongoing changes within Te Pūkenga.

The Chair and several members of the committee acknowledged Kristie's mahi in the ECR space at Unitec and as part of The Royal Society Te Apārangi's ECR Forum Committee.

A summary of the committee's discussion is as follows:

- The reestablishment of the committee would be helpful to many researchers at Unitec. It would be good to unpack the definition of an ECR at Unitec with a view to seeing how people could be developed to meet the specifications of the definition and be supported to advance into the ECR space if they're not yet at that stage.
- Strengthening Māori influence on the committee may be challenging as there's currently so few Māori researchers in the organisation. It may need to be articulated that the appointment of a Māori Co-chair is an aspirational goal, and that committee membership will suffice in the meantime. Strengthening kaupapa Māori influence, content, awareness, and knowledge will strengthen the mahi of the forum.
- The co-chair model reflects the values in Te Noho Kotahitanga.
- The recent Research Spiel Competition for ECRs demonstrated the breadth and depth of research being undertaken by Unitec ECRs. There's potential for developing more understanding of applying ECR research in the mātauranga Māori space.
- Annual reporting to the URC doesn't have to be onerous. Tūāpapa Rangahau can assist.
- Committee participation can be incorporated into PBRF portfolios as a contribution to the research environment.
- The Director Research and Enterprise and Tūāpapa Rangahau tautoko the ECR forum but are not involved in its operation.

MOTION

That the committee approves that the Unitec Early Career Researcher Forum:

- **re-establishes its prior, multi-disciplinary committee,**

- the committee meets at least bi-annually,
- considers strengthening Māori influence, for example membership or co-chair,
- reports to the URC annually,
- embeds its aims and terms of reference into a ratified procedure to be posted on Te Aka (The Nest) and presented to the committee's August meeting.

Moved: Tanya White

Seconded: Nora Md Amin

MOTION CARRIED

Action: Kristie Cameron, Marcus Williams and Brenda Massey to develop some terms of reference that would include committee membership, forum membership, meeting times etc. The committee's feedback, as articulated above, should be considered and incorporated. The draft terms of reference should be presented at the committee's next meeting for approval.

Section 3.3 Research Dissemination Opportunities

In view of the suspension of the 2023 Research Symposium, Tūāpapa Rangahau has considered how researchers could be supported to disseminate their research via alternative avenues. Two research opportunity directories have been created:

1. A list of journals and conferences of merit that staff could submit to.
2. A list of externally funded research opportunities that staff could apply for.

Research Leaders from Unitec and MIT have also contributed to the development of the directories.

A summary of the committee's discussion is as follows:

- Daisy Bentley-Gray acknowledged Marcus and the Tūāpapa Rangahau team's mahi in organising previous Research Symposiums. Symposiums had latterly been featuring a Pacific stream which had been positively embraced by Pacific staff at both Unitec and MIT. The Symposium provided a forum for Pacific staff to share, and have an audience for, their research. Prior to Falaniko Tominiko leaving Unitec, he proposed that a Pacific specific forum could be organised for Pacific staff at Unitec and MIT. Research would be the main agenda of the gathering, which may have more of a talanoa flavour, rather than a traditional symposium type format.
- It was requested that Māori and Pacific-specific research dissemination opportunities be added to the list of journals and conferences.

MOTION

That the committee continues to support the suspension of the 2023 Research Symposium.

That the committee approves the establishment of a Research Dissemination Package; a directory of externally funded contestable grants schemes and a directory of opportunities for staff to disseminate their research, such as journals and local and/or virtual conferences of merit, subject to opportunities for the dissemination of Māori and Pacific research being included.

Moved: Daisy Bentley-Gray

Seconded: Kristie Cameron

Action: Tūāpapa Rangahau to add Pacific and Māori focussed journals and conferences to the directory of research dissemination opportunities.

Action: Marcus Williams to set up a meeting with Daisy Bentley-Gray and her MIT counterpart in early September to progress the idea of running a Pacific research talanoa, shared across Unitec and MIT, to be held in late October or early November 2023.

Action: Marcus Williams to circulate the updated list of journals/conferences and the external funding opportunities list through the research leader networks at Unitec and MIT.

SECTION 4 - WHAKAWHITI KŌRERO | ITEMS FOR DISCUSSION

N/A

SECTION 5 - NGĀ TUKUNGA | ITEMS TO RECEIVE

Section 5.1 **2022 Research Centre Reports**

The committee received annual Research Centre Reports from the Applied Molecular Solutions Research Centre (AMSRC) and the Cybersecurity Research Centre (CRC).

A summary of the committee's reflections on the reports is as follows:

AMSRC: the centre's mahi is highly integrated within teaching and learning in Environmental and Animal Sciences. The level of co-authorship in QA journals is extraordinary. Most of the applications of applied molecular solutions are in the environmental space. The application into agriculture and horticulture are limited at this stage due to capacity issues, but the potential is enormous. The centre has won a number of grants and has collaborated on several grant applications with the Environmental Solutions Research Centre.

CRC: Denis Lavrov, the centre's director, was recently in the US talking to investors about technology being developed in collaboration with GeneCrypt. The team has commercialised some of its research, a first for Unitec. Work is happening in integrating the centre with teaching and learning. There are interns from the cybersecurity diploma that are working in the centre as part of their work experience.

Tanya White acknowledged the partnership and collaboration between Ngai Kaitiaki and the AMSRC. One project involves monitoring the water quality of Te Puna.

Action: Brenda Massey to draft letters to the report writers thanking and acknowledging them for their reports and mahi.

Section 5.2 **2023 RPTL Report**

The committee received the 2023 Research Productivity Traffic Light (RPTL) Report. The report is based on staff's research activity as recorded in ROMS for the 2021 and 2022 period.

Unitec maintained the consistent gains made since the RPTL was introduced in 2012 to a high extent, considering difficult circumstances. The percentage of green lit programmes went down from 93% in 2022 to 87% in 2023. Eighty-seven percent of the programmes are green lit, and the remaining are amber lit. There are no red lit programmes.

The School of Computing managed to improve its rating under the current circumstances, and not only that, it came on board with two new Masters, both of which are 100% green lit already.

With regards to the Bachelor of Veterinary Nursing, Kristie Cameron advised that many of the lecturers are emerging researchers, so they're not quite at the point where they're able to produce research by themselves. In addition, most of them don't have a research time allocation. The School is working to address this, putting in place a process where people are being mentored to become research active. This should result in them becoming eligible to be considered to receive a research time allocation, which will assist with their research capability and productivity.

SECTION 6 - KUPU WHAKAMUTUNGA | CLOSING

Section 6.1 **Ētahi Kaupapa Anō | Any Other Business**

Yusef Patel passed on his thanks to Tūāpapa Rangahau for its ongoing support. The School of Architecture has had a very busy semester and everyone at Tūāpapa Rangahau has helped its staff out tremendously.

Section 6.2 **Komiti Self-Assessment**

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

Section 6.3 **Karakia Whakamutunga | Closing Karakia**

MEETING CLOSED:	1415 h
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SUMMARY OF ACTIONS

Agenda Item(s)	Action	Responsible	Outcome
3.1	Advise Dr Hinekura Smith of the approval of the appointment of Dr Byron Rangiwai as an Honorary Research Fellow within Ngā Wai a Te Tūi.	Marcus Williams/ Brenda Massey	
3.2	Develop terms of reference for the ECR Forum Committee that includes committee membership, forum membership, meeting times etc. The committee's feedback from today's meeting should be considered and incorporated. The draft terms of reference should be presented at the committee's next meeting for approval.	Kristie Cameron/ Marcus Williams/ Brenda Massey	

3.3	<p>Tūāpapa Rangahau to add Pacific and Māori focussed journals and conferences to the directory of research dissemination opportunities.</p> <p>Set up a meeting with Daisy Bentley-Gray and her MIT counterpart in early September to progress the idea of running a Pacific research talanoa, shared across Unitec and MIT, to be held in late October or early November 2023.</p> <p>Circulate the updated list of journals/conferences and the external funding opportunities list through the research leader networks at Unitec and MIT.</p>	<p>Marcus Williams/ Brenda Massey</p> <p>Marcus Williams</p> <p>Marcus Williams</p>	
5.1	Draft letters to the research centre annual report writers thanking and acknowledging them for their reports and mahi.	Brenda Massey	