



minutes

Te Komiti Rangahau o Unitec | Unitec Research Committee

Date:	2024-10-10
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.

SECTION 2 – STANDING ITEMS

Item 2.1 Ngā Whakapāha | Attendance, Apologies & Quorate Status

Members Present

1. Hadley Brown (Chair)
2. Kristie Cameron
3. Nora Md Amin
4. Irene Wu (proxy for Christine Fusio)
5. Kambiz Borna
6. Xinxin Wang
7. Arun Deo
8. Helen Gremillion
9. Daisy Bentley-Gray

Total members represented: 9 members

Apologies

1. Hamid Sharifzadeh
2. Tanya White
3. Christine Fusio

4. Leon Tan (for lateness; arrived at 1.30pm however meeting had concluded)
5. Khaled Ibrahim (for lateness; arrived at 1.30pm however meeting had concluded)

Total apologies: 5 members

Absent

1. Lian Wu

Total absent: 1 member

MOTION

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

Moved: Kristie Cameron

Seconded: Nora Md Amin

MOTION CARRIED

Quorate Status

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

Hunga Mahi | Staff in Attendance

1. Brenda Massey, Acting Secretary
2. Mel Wong, MIT Committee Representative

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

MOTION

That the committee approves the minutes of the 2024-09-12 meeting as a true and accurate record.

Moved: Arun Deo

Seconded: Mel Wong

MOTION CARRIED

Item 2.3 Mahia Atu | Matters Arising

Agenda Item(s)	Action	Responsible	Outcome
2.3	Provide an update to the committee on the submission to TKM on the difficulties Unitec's IT policies and procedures are posing to teaching and research endeavours.	Leon Tan / Hadley Brown	A memo was submitted to TKM's Sept meeting. Prof Martin Carroll, Chair of TKM, invited James Meyer, Digital Operations Lead, Rohe 1, Te Pūkenga to attend the TKM meeting during the discussion of this agenda item to respond to the concerns expressed in the memo. James articulated the challenges he has faced in his role in navigating the regulatory framework around software licenses within Te Pūkenga, within which we remain implicated, and strongly expressed a willingness to co-design some solutions,

			especially now that Te Pūkenga is being devolved. James has been invited to attend a future URC hui for this purpose.
3.1 & 3.2	Advise A/P Laura Harvey and A/P Leon Tan of the approval of the appointment of their nominees for Honorary Research Fellows.	Brenda Massey	Complete
4.1	Appraise Marcus Williams of the committee's discussions around URC representation on the MIT Research Committee.	Brenda Massey	Complete. Marcus has been provided with the names of those committee members who have expressed an interest in attending MIT meetings.
5.1	Change the recommendation in the covering memo on the outcome of the review of the Unitec Research Strategy Action Plan from "...all but one of the research strategy action plan improvements have been fully implemented" to "...all but one of the research strategy action plan improvements have been adopted".	Brenda Massey	Complete
5.1	Obtain further details from A/P Marcus Williams, Director Research and Enterprise, on the rationale for the amendment to the recommended change to the Actions under Action Summary 'Review capability and plan for institutional research co-governance and leadership' of the Research Strategy Action Plan.	Brenda Massey / Hadley Brown	In progress. Hadley Brown will seek a response at his next face-to-face meeting with Marcus Williams.
5.2	Write to all the 2024 ECR Funding PIs thanking them for their reports.	Brenda Massey	Complete
5.3	Write to Madhu Vyas thanking him for his final 2023 ECR Funding report.	Brenda Massey	Complete

SECTION 3 – MEA HEI WHAKAAE | ITEMS TO APPROVE

Section 3.1 2025 URC Terms of Reference

The committee approved a roll-over of its current Terms of Reference into 2025.

MOTION

That the committee approves the roll-over of its current Terms of Reference into 2025.

Moved: Daisy Bentley-Gray

Seconded: Nora Md Amin

MOTION CARRIED

Action: Brenda Massey to provide Te Komiti Mātauranga with a copy of its confirmed 2025 Terms of Reference.

Section 3.2 **2025 ECR Contestable Fund Grants Advisory Committee Membership**

The committee approved the membership of the 2025 Early Career Researcher Fund Grants Advisory Committee as follows:

GAC membership who will consider every application:

A/P Marcus Williams, Director Research and Enterprise
Jamie Smiler, National Research Director, Te Pūkenga
Dr Evangelia Papoutsaki, Tūāpapa Rangahau

GAC membership who will consider specific applications:

2 x academics specifically selected for each applicant, chosen from outside of the applicant's school where possible, but with relevant discipline or transdisciplinary expertise. Bespoke members will be selected by Tūāpapa Rangahau.

MOTION

That the committee approves the membership of the 2025 Early Career Researcher Fund Grants Advisory Committee.

Moved: Xinxin Wang

Seconded: Daisy Bentley-Gray

MOTION CARRIED

Action: Brenda Massey to advise the Chair of the Grants Advisory Committee, A/P Marcus Williams, Director Research and Enterprise, of this approval.

SECTION 4 - WHAKAWHITI KŌRERO | ITEMS FOR DISCUSSION

There were no items to discuss this month.

SECTION 5 - NGĀ TUKUNGA | ITEMS TO RECEIVE

Section 5.1 **2024-2025 School Research Plans**

The committee received updated School Research Plans for the period 2024-2025, along with a visual schematic of School Research Groups at Unitec.

With the PBRF reforms, there is speculation that in the future, funding will be linked to thematic research groups within schools as opposed to being linked to individual researchers. It is timely for schools to start thinking about thematic coalitions.

A move towards Group Based Research Dissemination Funding was discussed at the last Research Leader's hui. Research Leaders are in the process of reviewing their existing School Research Groups, their leadership, membership, relevance, and efficacy. This exercise will inform the allocation of research dissemination funding next year.

An observation was made that while some School Research Groups may include elements of Māori and Pacific research, and there is an 'Indigenous Studies' Research Group (in Healthcare and Social Practice) and a 'Te Hononga & Māori Housing' Research Group (in Architecture), there are no Research Groups listed with titles that indicate a specific focus on rangahau Māori and/or Pacific research.

The current review of School Research Groups represents a good opportunity to raise this issue, i.e., the importance of ensuring explicit visibility around Pacific and Māori research. While schools are directed to address how they are incorporating mātauranga Māori and rangahau Māori in their mahi, their focus on Indigenous research won't necessarily be encapsulated in the titles of specific research groups. This is a timely issue to consider since groups are going to be redefined and perhaps renamed.

Arun Deo thanked Research Leaders for the mahi associated with updating their School Research Plans.

The Chair acknowledged the tremendous amount of work that has gone into the plans and thanked Arun for pulling all the documents together. The visual schematic is particularly useful in the context of potential cross-disciplinary research, and as Tūāpapa Rangahau often gets asked about who has expertise in a particular area.

Action: Arun Deo and Hadley Brown to discuss with Marcus Williams how Pacific and Māori research can be emphasised within School Research Group planning and given visibility within the School Research Group visual schematic.

SECTION 6 - KUPU WHAKAMUTUNGA | CLOSING

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

The Library is looking at updating the [Unitec Scholarly Communication Guidelines](#). Nora Md Amin and her team will submit an agenda item on this topic for discussion at the November meeting.

On Wednesday, 13 November there will be a joint MIT/Unitec Research Lunch hosted by Tūāpapa Rangahau to celebrate the end of 2024 and to connect our Unitec and MIT research communities. This will be a great opportunity to see each other face-to-face and to enjoy each other's company. It is hoped that everyone can attend.

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:	1330 h
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SUMMARY OF ACTIONS

Agenda Item(s)	Action	Responsible	Outcome
2.3	Keep the committee updated on the submission to TKM on the difficulties Unitec's IT policies and procedures are posing to teaching and research endeavours.	Leon Tan / Hadley Brown	
2.3	Obtain further details from A/P Marcus Williams, Director Research and Enterprise, on the rationale for the amendment to the recommended change to the Actions under Action Summary 'Review capability and plan for institutional research co-governance and leadership' of the Research Strategy Action Plan.	Hadley Brown	.
3.1	Provide Te Komiti Mātauranga with a copy of the committee's confirmed 2025 Terms of Reference.	Brenda Massey	
3.2	Advise the Chair of the 2025 ECR Contestable Funding Grants Advisory Committee, A/P Marcus Williams, Director Research and Enterprise, that the membership of the GAC has been approved by the committee.	Brenda Massey	
5.1	Discuss with Marcus Williams how Pacific and Māori research can be emphasised within School Research Group planning and given visibility within the School Research Group visual schematic.	Arun Deo / Hadley Brown	