



# agenda

## Te Komiti Rangahau o Unitec | Unitec Research Committee

Date:	<b>2025-01-30</b>
Scheduled Start:	1300h
Scheduled End:	1500h
Location:	Microsoft Teams

### SECTION 1 NGĀ KUPU ARATAKI | PRELIMINARIES

1. Karakia Tīmatanga | Opening Prayer
2. Mihi Whakatau | Welcome from the Chair
3. Membership
4. Terms of Reference

### SECTION 2 STANDING ITEMS

1. Ngā Whakapāha | Attendance, Apologies & Quorate Status
2. Pitopito Kōrero o Ngā Hui | Minutes of the Previous Meetings
3. Mahia Atu | Matters Arising

### SECTION 3 MEA HEI WHAKAAE | ITEMS TO APPROVE

1. Honorary Research Fellowship Nomination – Dr Mary Yan, School of Healthcare & Social Practice
2. Honorary Research Fellowship Nomination – Dr Jacques de Satge, School of Environmental & Animal Sciences
3. Minimum Criteria of a Presentation (non-conference)
4. Unitec Research Strategy 2020-2024

### SECTION 4 WHAKAWHITI KŌRERO | ITEMS FOR DISCUSSION

1. Changes to the Marsden and Catalyst Funds

### SECTION 5 NGĀ TUKUNGA | ITEMS TO RECEIVE

1. 2025 Unitec Early Career Researcher Contestable Fund Outcomes

## SECTION 6 KUPU WHAKAMUTUNGA | CLOSING

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1. Ētahi Kaupapa Anō | Any Other Business
2. Komiti Self-Assessment
3. Karakia Whakamutunga | Closing Karakia

## SECTION 1 NGĀ KUPU ARATAKI | PRELIMINARIES

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### Item 1.1 Karakia Tīmatanga | Opening Prayer

KARAKIA TĪMATANGA	OPENING PRAYER
<i>Manawa mai te mauri nuku</i>	<i>Embrace the power of the earth</i>
<i>Manawa mai te mauri rangi</i>	<i>Embrace the power of the sky</i>
<i>Ko te mauri kai au</i>	<i>The power I have</i>
<i>He mauri tipua</i>	<i>Is mystical</i>
<i>Ka pakaru mai te pō</i>	<i>And shatters all darkness</i>
<i>Tau mai te mauri</i>	<i>Cometh the light</i>
<i>Haumi ē, Hui ē, Tāiki ē!</i>	<i>Join it, gather it, it is done!</i>

### Item 1.2 Mihi Whakatau | Welcome from the Chair

### Item 1.3 Te Komiti Rangahau o Unitec Membership

Hadley Brown (Chair)	Nominee of Director Research & Enterprise
Daisy Bentley-Gray (Emerging)	Nominee of Interim Manager Pacific Success
Tanya White (Early Career)	Nominee of Taharangi   Director Māori Success
Dr Helen Gremillion (Professor)	Healthcare and Social Practice
Xinxin Wang	Architecture
Kambiz Borna	Building Construction
Dr Lian Wu (Associate Professor)	Healthcare and Social Practice
Dr Hamid Sharifzadeh (Professor)	Computing, Electrical and Applied Technology
Dr Leon Tan (Associate Professor)	Creative Industries
Dr Kristie Cameron (Associate Professor/ Early Career)	Environmental & Animal Sciences
Khaled Ibrahim	Applied Business
Vacant	Bridgepoint
Dr Norasieh Md Amin (Subject Librarian)	Library
Vacant	Nominee of Student Council
Arun Deo (Research Advisor)	Tūāpapa Rangahau
<b>In attendance:</b> Brenda Massey (Acting Secretary)	Tūāpapa Rangahau

Up to two members from the MIT Research MIT  
Committee

#### **Item 1.4 Te Komiti Rangahau o Unitec Terms of Reference**

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

- a. Foster the conduct of research, and support the achievement of Unitec’s strategic research, enterprise and innovation priorities.
- b. Propose and advise on strategic directions and priorities for research, enterprise, and innovation.
- c. Provide expert advice on institutional policy.
- d. Develop protocols and guidelines and make recommendations in relation to the conduct of research, enterprise, and innovation.
- e. Oversee the Grants Advisory Committee and the reporting of funded projects.
- f. Encourage and enhance the development of the research, enterprise, and innovation culture along with student and staff research capability, with emphasis on the development of Māori and Pacific research capability.
- g. Oversee the monitoring of research outputs and research reporting.
- h. Foster Māori and Pacific, transdisciplinary, collaborative and externally engaged research, enterprise, and innovation.

## **SECTION 2 STANDING ITEMS**

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### **Section 2.1 Ngā Whakapāha | Attendance, Apologies & Quorate Status**

#### **RECOMMENDATION**

That the committee accepts the apologies of today’s meeting.

### **Section 2.2 Pitopito Kōrero o Ngā Hui | Minutes of the Previous Meetings**

refer to [pg5](#)

#### **RECOMMENDATION**

That the committee approves the minutes of the meeting of 2024-11-14.

### **Section 2.3 Mahia Atu | Matters Arising**

refer to [pg13](#)

## **SECTION 3 MEI HEI WHAKAAE | ITEMS TO APPROVE**

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### **Section 3.1 Honorary Research Fellowship Nomination – Dr Mary Yan, School of Healthcare & Social Practice**

refer to [pg19](#)

**Section 3.2                      Honorary Research Fellowship Nomination – Dr Jacques de Satge,  
School of Environmental & Animal Sciences**  
refer to [pg24](#)

**Section 3.3                      Minimum Criteria of a Presentation (non-conference)**  
refer to [pg28](#)

**Section 3.4                      Unitec Research Strategy 2020-2024**  
refer to [pg40](#)

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**SECTION 4                      WHAKAWHITI KŌRERO | ITEMS FOR DISCUSSION**

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**Section 4.1                      Changes to the Marsden and Catalyst Funds**  
refer to [pg46](#)

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**SECTION 5                      NGĀ TUKUNGA | ITEMS TO RECEIVE**

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**Section 5.1                      2025 Unitec Early Career Researcher Contestable Fund Outcomes**  
refer to [pg50](#)

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**SECTION 6                      KUPU WHAKAMUTUNGA | CLOSING**

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

**Section 6.2                      Komiti Self-Assessment**  
refer to [pg53](#)

**Section 6.3                      Karakia Whakamutunga | Closing Karakia**

TE KARAKIA WHAKAMUTUNGA	CLOSING PRAYER
<i>Ka wehe atu tātou</i>	<i>We are departing</i>
<i>I raro i te rangimārie</i>	<i>Peacefully</i>
<i>Te harikoa</i>	<i>Joyfully</i>
<i>Me te manawanui</i>	<i>And resolute</i>
<i>Haumi ē, Hui ē, Tāiki ē!</i>	<i>We are united, progressing forward!</i>



# minutes

## Te Komiti Rangahau o Unitec | Unitec Research Committee

Date:	2024-11-14
Scheduled Start:	1300h
Scheduled End:	1500h
Location:	Microsoft Teams

<b>MEETING OPENED:</b>	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 meeting was chaired today by Leon Tan, who 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. Leon Tan (Acting Chair)
2. Arun Deo
3. Daisy Bentley-Gray
4. Helen Gremillion
5. Nora Md Amin
6. Hamid Sharifzadeh
7. Kristie Cameron
8. Xinxin Wang
9. Kambiz Borna
10. Lian Wu

Total members represented: 10 members

##### **Apologies**

1. Hadley Brown

2. Khaled Ibrahim
3. Mel Wong (MIT)
4. Aiono Manu Fa'aea (MIT)
5. Tanya White

Total apologies: 5 members

#### **Absent**

1. Christine Fusio

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

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

#### **MOTION**

**That the committee approves the minutes of the 2024-10-10 meeting as a true and accurate record.**

**Moved: Helen Gremillion**

**Seconded: Lian Wu**

**MOTION CARRIED**

#### **Item 2.3 Mahia Atu | Matters Arising**

<b>Agenda Item(s)</b>	<b>Action</b>	<b>Responsible</b>	<b>Outcome</b>
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	In progress. 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 and will hopefully do so in the new year.
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	Complete. Hadley discussed this matter with Marcus, i.e., that the URC understood his rationale for the amendment, but that the revised Action statement didn't seem to align with his intent. Marcus agreed that the Action could be amended, and it will now read "Ngā Wai a Te Tūi leads the development of a research governance model in line with Te Tiriti o Waitangi for consideration and approval by the Academic Committee and Unitec ELT".
3.1	Provide Te Komiti Mātauranga with a copy of the committee's confirmed 2025 Terms of Reference.	Brenda Massey	In progress. The confirmed ToR will be provided to TKM in December along with the URC's confirmed 2025 membership list, Work Plan and meeting dates, which are on this agenda for consideration.
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	Complete
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	In progress. Schools are revising their School Research Plans (due 30 Dec) in preparation to the move towards group-based research dissemination funding. Arun will be reminding RLs of the deadline next week and will take the opportunity to request that Pacific and Māori research is given visibility within School Research Groups' visual schematics.

### SECTION 3 – MEA HEI WHAKAAE | ITEMS TO APPROVE

#### **Section 3.1                      2025 URC Work Plan**

The committee reviewed a Work Plan assembled for 2025 by the Secretary. It is based on last year's plan but includes some additional items of business that were requested to be included by the Chairs at various meetings throughout 2024.

#### **MOTION**

**That the committee approves the 2025 Work Plan as presented.**

**Moved: Xinxin Wang**  
**Seconded: Hamid Sharifzadeh**

**MOTION CARRIED**

**Action:** Brenda Massey to provide a copy of the committee's 2025 Work Plan to Te Komiti Mātauranga.

## **SECTION 4 - WHAKAWHITI KŌRERO | ITEMS FOR DISCUSSION**

### **Section 4.1                      Unitec Scholarly Communication Guidelines Update**

The committee discussed a proposal received from the Library that a working group be assembled to update the Unitec Scholarly Communication Guidelines, which have not been amended since March 2016. As the guidelines are jointly 'owned' by the Library and Tūāpapa Rangahau, the working group should include representatives from both areas.

The committee discussed whether it is an appropriate time to update the document with the disestablishment of Te Pūkenga and the potential Unitec/MIT merger. While we continue to operate in an environment of uncertainty, it was felt that putting this mahi on hold could result in indefinite delays, and meanwhile the scholarly communications environment is continuing to change and evolve.

It was queried how much work might be involved in updating the guidelines. It was noted, for example, that the current guidelines do not reference Unitec's Academic Integrity Procedure or Unitec's Research Output Types Evidence Guide. They refer to KRIS (Kiwi Research Information Service) which Unitec has not subscribed to for many years now. They do not touch on AI or give specific guidance on open access publishing. Since the guidelines were produced, Unitec has moved to a new Research Bank platform. So, there is potentially a huge amount of work involved, although it was noted that some preliminary work has already been undertaken by the Library.

There was support for the establishment of a working group to scope the extent of the work that will be required to update the guidelines. Committee members Arun Deo (Tūāpapa Rangahau) and Hamid Sharifzadeh (School of Computing, Electrical & Applied Technology) volunteered to form part of the working group.

The working group will be tasked with presenting the findings of the scoping exercise that they will undertake to the committee. The committee will then discuss whether to support updating the guidelines at this juncture, or putting the work on hold until Unitec's future direction is clearer.

### **MOTION**

**That the committee approves the establishment of a working group tasked with scoping the mahi required to update Unitec's Scholarly Communications Guidelines, and that the working group present their findings to the committee early in 2025.**

**Moved: Arun Deo**  
**Seconded: Helen Gremillion**

**MOTION CARRIED**



**Action:** Nora Md Amin to progress the establishment of a working group to scope the mahi required to update the current Unitec Scholarly Communication Guidelines, with the results of the scoping work to be presented to the committee in early 2025.

## **Section 4.2 University Advisory Group: Phase 3 Consultation**

The committee discussed the University Advisory Group (UAG)'s Phase 3 consultation provocations. A summary of the discussion is as follows:

- Many of the questions are specific to the university system, and while Unitec is not a university, we are undertaking a lot of research. We should be listened to, and we should continue to have access to funding to support our research activities.
- Questions 3, 4, 9 and 10: Unitec and other ITPs are very good at partnering with industry. With the UAG looking at ways to spread some of the costs of research, industry partnering is a way to achieve this, while also giving opportunities to learners, whether they be undergrads or postgrads. A huge problem at the moment is that university graduates have nowhere to go because they're not ready to work. The objective should be to deliver industry ready learners.
- There needs to be more transparency as to how research funding is distributed. E.g. MBIE's new edict that ITPs can only submit one Smart Ideas proposal each, but universities and CRIs have larger caps on the numbers they can submit. Decisions like this need to be more transparent. ITPs and privately owned institutions, including Māori organisations, have particular strengths that the universities don't. If you want to decrease competition, then the system needs to be fair.
- Questions 4 and 11: our research voucher scheme is an example of one of the ways in which Unitec is being responsive to current and future skills needs. Such schemes don't exist within the university sector. Vouchers see Unitec researchers (staff and/or students) respond to a need of an industry or community group who provide some funding and then Unitec matches it.
- Local government and other entities, including private companies, while not generally funders of research per se, do have money, and Unitec has received funds from these types of organisations, particularly in the negotiated research student space. Our students then get experience working with stakeholders and working with industry partners. We want our PhDs and ECRs to get this experience, because when they get their first real job, they know how to talk to people, how to engage with iwi etc. Our message to the UAG needs to be 'listen to what we do'.
- Question 8: is relevant to Unitec. The cost of complying with PBRF requirements is huge. There's the time of panel members, who need to be trained and engage in discussing large numbers of evidence portfolios. The preparation of portfolios is very resource intensive in itself. PBRF does not necessarily capture the research that our students are doing. We need to minimise the compliance and resource intensive aspects of any type of evaluation.
- Unitec has industry, community and government focussed connections. These sectors have niche issues and research needs that the ITP sector is well suited to address.
- Number 10 (overheads). It would be good if all the universities had to be on the same page. If one starts charging 130% overheads, then another will do the same. There should be an opportunity to reinvest some of the overhead money that institutions are receiving directly into research and into their people. This could be either an internally or externally managed thing. The new Aotearoa New Zealand Tāwhia te Mana Research Fellowships opportunity

offers grants with a fixed overhead, so this isn't something that institutions have to calculate themselves, and it is an 'across the board' thing. TEOs and other research providers need to be on the same page, with everyone willing to reinvest in their own research and in their people.

**Action:** Brenda Massey to provide the committee's feedback to Martin Carroll and Jamie Smiler.

### **Section 4.3                      2025 URC Membership**

The committee reviewed its membership and composition requirements for 2025. No changes were mooted.

**Action:** Brenda Massey to provide a copy of the committee's confirmed 2025 membership and composition requirements to Te Komiti Mātauranga.

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## **SECTION 5 - NGĀ TUKUNGA | ITEMS TO RECEIVE**

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### **Section 5.1                      2025 URC Meeting Dates**

The committee noted the scheduled dates of 2025 meetings and the associated deadlines for agenda items. No changes were mooted.

**Action:** Brenda Massey to provide a copy of the committee's confirmed 2025 schedule of meetings to Te Komiti Mātauranga and issue calendar appointments to all committee members.

### **Section 5.2                      Classification of 2024 URC Agenda Items**

The committee noted the classifications assigned to its 2024 agenda items. Members were pleased to see that the committee continues to operate according to its Terms of Reference and that the majority of items it considered in 2024 were strategically orientated.

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## **SECTION 6 - KUPU WHAKAMUTUNGA | CLOSING**

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

The Unitec Research Ethics Committee (UREC) has released application deadlines and meeting dates for 2025. These are appended below for the committee's information.

### **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).

The committee thanked Leon Tan for ably chairing today's meeting in Hadley Brown's absence.

### **Section 6.3                      Karakia Whakamutunga | Closing Karakia**

<b>MEETING CLOSED:</b> 1400 h
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### SUMMARY OF ACTIONS

Agenda Item(s)	Action	Responsible	Outcome
2.3	Seek James Meyer's (Digital Operations Lead – Region 1) input on how the difficulties Unitec's IT policies and procedures are posing to teaching and research endeavours could be navigated.	Brenda Massey / Hadley Brown	
2.3	Provide Te Komiti Mātauranga (TKM) with a copy of the committee's confirmed 2025 Terms of Reference.	Brenda Massey	
2.3	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.  Request RLs give Pacific and Māori research visibility within School Research Groups' visual schematics while they are in the process of updating their School Research Plans to align with the move towards group-based research dissemination.	Arun Deo / Hadley Brown  Arun Deo	
3.1	Provide a copy of the committee's confirmed 2025 Work Plan to TKM.	Brenda Massey	
4.1	Establish a working group to scope the mahi required to update the current Unitec Scholarly Communication Guidelines. Present the results of the scoping work to the committee in early 2025.	Nora Md Amin / Arun Deo / Hamid Sharifzadeh	
4.2	Provide the committee's feedback on Phase 3 of the University Advisory Group's consultation to Prof Martin Carroll, DCE Academic,	Brenda Massey	

	Unitec and MIT and Jamie Smiler, National Research Director, Te Pūkenga.		
4.3	Provide TKM with a copy of the committee's confirmed 2025 membership and composition requirements.	Brenda Massey	
5.1	Provide TKM with a copy of the committee's confirmed 2025 schedule of meetings and send calendar invites to all committee members.	Brenda Massey	

### APPENDIX TO THE MINUTES

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#### UREC Committee Dates 2025

##### Deadline Date for Application Submissions

##### Meeting Date

29 January

19 February

26 February

19 March

26 March

16 April

30 April

21 May

28 May

18 June

25 June

16 July

30 July

20 August

27 August

17 September

24 September

15 October

29 October

19 November

26 November

17 December

### MATTERS ARISING

Agenda Item(s)	Action	Responsible	Outcome
2.3	Seek James Meyer's (Digital Operations Lead – Region 1) input on how the difficulties Unitec's IT policies and procedures are posing to teaching and research endeavours could be navigated.	Brenda Massey / Hadley Brown	Brenda Massey emailed James Meyer on 23 Sept and 15 Oct requesting him to attend a future meeting of the URC, but no reply was received. Brenda then emailed Kellie Stansfield (IT Infrastructure and End User Support Manager) on 18 Dec to see if she could attend either this or the next meeting. On 21 Jan Kellie responded as follows "I understand James Meyer is talking to Martin Carroll about our policies, amongst other items".
2.3	Provide Te Komiti Mātauranga (TKM) with a copy of the committee's confirmed 2025 Terms of Reference.	Brenda Massey	Complete
2.3	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	<p>Since 2022, updating the school research plan has required schools to "Describe how School Research is aligned with Te Tiriti o Waitangi." For each research group, schools were also required to provide a statement of purpose. This statement should address the general purpose of Unitec Research Groups, as well as points specific to the groups' activities:</p> <ul style="list-style-type: none"> <li>• Promote Te Tiriti alignment</li> <li>• Promote Pacific research, diversity, and inclusiveness</li> <li>• Promote collaborative research</li> <li>• Assist with the alignment of learning and research</li> <li>• Increase student-integrated research</li> <li>• Increase industry and community partnerships</li> <li>• Focus research (potentially toward Research Centres)</li> <li>• Increase research impact</li> <li>• Increase benefit to society and the environment</li> </ul> <p>Please refer to the attached school research plan review guidelines for further details. Additionally, under the goals for each research group, one key goal is "Demonstrating Vision Mātauranga." For this goal, schools are required to specify actions, responsibilities, deadlines, required resources, and desired results.</p> <p>Some schools did not clearly emphasise Pacific and Māori research in their plans. In the next review, later this year, we will work closely with schools to ensure that Pacific and Māori research are more clearly emphasised in both the school research plan and research groups.</p>

	Request RLs give Pacific and Māori research visibility within School Research Groups' visual schematics while they are in the process of updating their School Research Plans to align with the move towards group-based research dissemination.	Arun Deo	Following discussions with Marcus Williams, we both strongly agreed that during the 2025 school research plan review, schools will be asked to identify Māori and Pacific research groups, where possible. Additionally, collaboration across schools may be encouraged, as some schools already have similar research groups, such as "Indigenous Studies – School of Health Care and Social Practice," "Te Hononga – School of Architecture," and "Moananui – Pacific Cultures – School of Architecture."
3.1	Provide a copy of the committee's confirmed 2025 Work Plan to TKM.	Brenda Massey	Complete
4.1	Establish a working group to scope the mahi required to update the current Unitec Scholarly Communication Guidelines. Present the results of the scoping work to the committee in early 2025.	Nora Md Amin / Arun Deo / Hamid Sharifzadeh	In progress
4.2	Provide the committee's feedback on Phase 3 of the University Advisory Group's consultation to Prof Martin Carroll, DCE Academic, Unitec and MIT and Jamie Smiler, National Research Director, Te Pūkenga.	Brenda Massey	Complete
4.3	Provide TKM with a copy of the committee's confirmed 2025 membership and composition requirements.	Brenda Massey	Complete
5.1	Provide TKM with a copy of the committee's confirmed 2025 schedule of meetings and send calendar invites to all committee members.	Brenda Massey	Complete

## School Research Plan – Review Guidelines

The Unitec Research Committee proposes that School Research Plans are living documents. The committee asserts that there is no need to rewrite plans every year, instead proposing to review the existing text. This review guideline suggests how to go about this in line with the 2020-2024 Unitec Research Strategy while encouraging schools to use the guideline flexibly, acknowledging the different emphases required by various disciplines and situations. This appreciation of diversity should be in balance with the institution's research strategy and the primary functions of the plans, which are;

- » to bring focus and kotahitanga in terms of research and its relationship with Te Tiriti, teaching, learning and the research strategy
- » to have this available for degree monitors, external reviewers and NZQA accreditation boards

The key facets need to be;

- » Te Tiriti alignment
- » The harmonization of Teaching & Learning with research
- » Research which is community and industry partnered
- » Achieving green lit programmes in the Research Traffic Light
- » Developing strong PBRF portfolios
- » Encouraging collaboration through the formation and development of Research Groups.

✎ The key points of the plan (Research Groups etc.) should be consulted and discussed in a school meeting.

### 1 Introduction and current state (or executive statement)

✎ (edit existing text where needed. NB – The Research Adviser will populate the data for the school). Schools might consider finding an appropriate whakatauki for their plan.

Number of degree teaching staff	xx
Total research FTE allocated	xx
Current Research Traffic Light rating (Percentage of green lit staff)	xx
PBRF history (Number of PBRF rated staff in 2018)	xx

**The Unitec Research Strategy 2020 – 2024 states: Priority 1 is that Research that is aligned with Te Tiriti o Waitangi and Goal One is:** Unitec has strong Māori research leadership, capability, excellence, partnerships, processes and governance.

#### 1.1 Describe how School Research is aligned with Te Tiriti o Waitangi?

✎ edit existing text where needed. **Important:** *Consider how the school is planning to support Māori research and engage with Māori.*

#### 1.2 What the school is planning in the area of research to achieve the goal and key project (leadership roles, recruitment, prioritisation, opportunity and partnership development)

✎ edit existing text where needed.

Here are some prompts that might be helpful;

- » Plans to appoint staff with Māori research expertise (mātauranga, Kaupapa Māori etc)
- » Plans to partner with a Māori organisations, iwi or key Māori individuals in a discipline relevant to your school on research projects
- » Plans to partner with Nga Wai a te Tūi
- » Plans to professionally develop Māori staff into leadership roles
- » Plans to offer studentships or other student integrated research with a Māori focus

## 2 School of [Name of School] Goals and KPIs

🔗 You may wish to review the Goals and KPIs. *As a reminder, here are Unitec's approved institutional KPIs and their definitions*

1. **Quality Assured (QA) Research Outputs** - recognised research outputs that have been through a peer review process or have been specifically commissioned. This is presented as a ratio of counts of the number of QA outputs to FTE of degree teaching staff.
2. **Research Productivity** - measure of staff teaching on degree programmes who meet the agreed levels of research in the research traffic light. This is measured as the ratio research active staff to the total number of staff on a degree programme.
3. **External Research Income (ERI)** - income received from external sources for research purposes calculated on the project milestones achieved and spending to date, in a particular year. This is measured in dollars.
4. **Industry Funded Projects** - research and enterprise projects Unitec is receiving funding for, where the services Unitec is providing is applied contract research or consultancy from all funders excluding any governmental contestable funding sources. This is measured as a count of the number of projects.
5. **Student Integrated Research** - a measure of student input into staff-engaged research including authorship, contributions to wānanga, creative outputs, studentships, or research assistant positions, awards or other contributions (as defined by the PBRF). This is measured as a count of the number of research outputs.
6. **Rangahau Māori Productivity** - productivity in this context would be aggregated as - QA outputs by Māori staff, funded projects with named Māori staff, Māori supervisors, Level 9 and 10 Māori postgraduate scholarships, QA outputs that demonstrate excellence in Vision Mātauranga, accredited Vision Mātauranga and Kaupapa Māori rangahau professional development achievements and rangahau Māori research stories in the media.

### 2.1 What the school is planning for increasing research diversity

🔗 This is a new prompt, asking schools to comment on its approach toward the development of research and researcher diversity particularly Pacific researchers.

## 3 SWOT analysis for research in [Name of School]

🔗 edit existing text where needed. NB – some have commented the SWOT changes very little over time, if so, leave it as it is. If you are making any changes, please put the texts below under the relevant headings. The Research Advisor will do the SWOT diagram for you. If you are reviewing the SWOT, here are the prompts;

Strengths

Weaknesses

Opportunities

Threats



## 4 Research Groups and projects (consider the Te Tiriti Priority One goal in the Research Strategy)

↗ (edit existing text where needed). NB – Feedback has suggested that some groups are more advanced than others and a full plan is superfluous for such. Schools may prefer to create a forward plan only for those Research Groups which are at a certain level of functionality. Some schools have identified groups as “aspirational” for example. The other point that the URC made is that industry and community partnerships are best articulated in conjunction with Research Groups, rather than in a separate section.

NB - One of the key techniques for achieving goals and finding efficiencies while having fun along the way, is to work together. Unitec cannot afford to support discreet research trajectories for every individual teaching on degree programmes and this approach is equally unlikely to result in impactful research for our stakeholders; students, industries and communities. The potential is that research groups can grow into research centres. NB that in 2022, two school groups are developing applications for the URC seeking approval as research centres.

### 4.1 Research Group # – [Name of Research Group]

Statement of purpose

↗ NB: This statement should speak to the purpose of Unitec Research Groups in general as well as the points relevant to the specific activity:

- >> Promote Te Tiriti alignment.
- >> Promote Pacific research, diversity and inclusiveness.
- >> Promote collaborative research.
- >> Assist with the alignment of learning and research.
- >> Increase student integrated research.
- >> Increase industry and community partnership.
- >> Focus research (potentially toward Research Centre).
- >> Increase research impact.

#### 4.1.1 2022 Goals

↗ Schools may develop goals for Research Groups which are ready for this (not all will be). Schools may adapt this template as needed, remembering that goals identify aspiration and that the plan details how this will be achieved. An example of the Research Group template is below.

↗ Schools may change goals

↗ The URC will not be requiring formal goal reporting, but schools may wish to do so if they see fit.

Goal 1: Demonstrate <u>Vison Mātauranga</u>				
Action	Responsible	Deadline	Resources needed	Desired result

<b>Goal 2: Develop research opportunity in [Name of Research Group] Research Group</b> <i>This could be to develop a project, a funding application or a studentship programme.</i>				
Action	Responsible	Deadline	Resources needed	Desired result

<b>Goal 3: Grow industry and community connectedness</b> <i>This is at the heart of research in the ITP sector and the Unitec Research Strategy. How will this group develop and achieve this.</i>				
Action	Responsible	Deadline	Resources needed	Desired result

✎ Please copy and paste the template 'as above' for additional research groups.

## 5 Appendix

✎ edit existing text where needed and put any additional contents, which you feel is suitable, here.

Below are the data of the current staff members in terms of their research outputs over the last five years and their research interests.

✎ NB – The Research Adviser will work with the RL and populate the table below.

Staff Name	Research outputs (2017-2021)	Research Interests

## Unitec New Zealand Limited

Meeting of Te Komiti Rangahau o Unitec | Unitec Research Committee

Date of Meeting: 30 January 2025

<b>Title</b>	Unitec Honorary Research Fellowship Nomination – Dr Mary Yan, School of Healthcare & Social Practice
<b>Provided by:</b>	Linda Aumua, Head of School of Healthcare & Social Practice
<b>Authored by:</b>	Brenda Massey, Tūāpapa Rangahau
<b>For:</b>	<b>Approval</b>

### Recommendation

That the committee approves the appointment of Dr Mary Yan as an Honorary Research Fellow within the School of Healthcare & Social Practice.

### Information

Dr Mary Yan is a Laboratory Technician in the School of Healthcare & Social Practice. Her Head of School, Linda Aumua, and the Director Research & Enterprise, A/P Marcus Williams, have been considering how Unitec could provide more recognition for Mary as a productive researcher. One of the solutions is to seek approval to appoint her as an Honorary Research Fellow

Mary holds a PhD in the field of nutrition. Her research interests include public health, health promotion, and health interventions to improve public health and quality of life. Mary's research is focused on food reformulation and clinical trials, as well as health interventions. Her research expertise uses a combination of food science and nutrition to examine the relationships between food composition, sensory perception and health effects. All of these areas build on Mary's knowledge and experience from her master's and PhD research.

Mary has been the Principal Investigator on a number of Early Career Researcher (ECR) Funded projects, including reformulation to improve the nutrition profile of manufactured foods. She is actively collaborating with researchers from other TEOs and industry partners in the food industry. Mary has produced a number of journal articles and conference presentations originating from her research and is PBRF eligible. Mary's Curriculum Vitae is attached in support of her nomination.

### Next Steps

Unitec Honorary Research Fellowships appointments are valid for three years from the date of approval.

## Curriculum Vitae - Dr Mary Yan

1a. Personal details			
Full name	Dr Mary Rong Yan		
Present position	Laboratory Technician, School of Healthcare & Social Practice		
Organisation/Employer	Unitec		
Contact Address	Private Bag 92025		
	Victoria Street West		
	Auckland	Post code	1142
Work telephone	09 892 8465	Mobile	021 044 1561
Email	<a href="mailto:myan@unitec.ac.nz">myan@unitec.ac.nz</a>		
Personal website (if applicable)	<a href="https://www.linkedin.com/in/mary-yan/">https://www.linkedin.com/in/mary-yan/</a>		

1b. Academic qualifications			
Conferred	Qualification	Discipline	University
2017	PhD	Nutrition	AUT
2012	Certificate of proficiency in histology techniques	Histology	AUT
2011	Certificate of proficiency in microbiology	Microbiology	AUT
2007	MSc (first class honours)	Applied Science	AUT

1c. Professional positions held		
Year	Job title	Organisation
2018-present	Research Associate (0.2 FTE)	Unitec
2007-present	Science Technician	Unitec

### 1d. Present research/professional speciality

With research expertise in food science, nutrition and risk factors for chronic diseases, my present research is focused on development of novel food products through reformulation with leverage of foods that have a nutrition profile and evidence that supports high level health claims, in partnership with the food industry (e.g. Yacon NZ Ltd, GMP Ltd). One case study is the development of a healthier snack bar branded Nothing Else, which has a good nutrient profile that meets the criteria for making health claims (FSANZ), and favourable effects on glycaemic and satiety. My current project is enhancing emergency food formulation using mainly New Zealand ingredients for disaster preparedness. The successful outcomes of the research will have considerable potential in production. It will benefit our populations.

1e. Total years research experience	10+ years
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## 1f. Professional distinctions and memberships (including honours, prizes, scholarships, boards or governance roles, etc)

### Memberships

Nutrition Society of New Zealand  
EMCR Australian Academy of Science  
AUT Food Network

### Prizes and Scholarships

2016	Nutrition Society NZ Conference Poster Awards
2013	AB Foods/Callaghan Innovation Scholarship
2007	AsureQuality Prize for Top Master Thesis
2006	TIF Fellowship for Master Research

## 2a. Research publications and dissemination

### Journal articles

**Yan, M.**, Chessum, K., Nand, S., & Kam, R. (2025). Yacon prebiotic functional beverages, the sensory, antioxidant profiles, and shelf stability. *Journal of Food Research*, 14(1), 13-22. doi:10.5539/jfr.v14n1p13

Chessum, K., Hamid, N., Wong, B., Chen, T., **Yan, M.**, & Kam, R. (2024). Developing a novel flavoured low alcohol beer using New Zealand honeydew honey and yacon concentrate. *Applied Food Research*, 4(2), 1-16. doi:10.1016/j.afres.2024.100544

**Yan, M.R.**, Hsieh, S., & Ricacho, N. (2022). Innovative food packaging, food quality and safety, and consumer perspectives. *Processes* (Vol. 10). doi:10.3390/pr10040747

Chessum, K., Chen, T., Kam, R., & **Yan, M.** (2022). A comprehensive chemical and nutritional analysis of New Zealand yacon concentrate. *Foods*, 12(74), 1-12. doi:10.3390/foods12010074

**Yan, M.**, Rush, E., Jackson, R., & Shaikh, S. (2020). Snack (re)formulation in the improvement of health effects on glycaemia and satiety responses: preliminary results. *Food and Nutrition Sciences* (Vol. 11(7)).

**Yan, M. R.**, Welch, R., Rush, E. C., Xiang, X., & Wang, X. (2019). A Sustainable Wholesome Foodstuff; Health Effects and Potential Dietotherapy Applications of Yacon. *Nutrients*, 11(11), 2632.

Rush, E. & **Yan, M. R.** (2017). Evolution not revolution: nutrition and obesity. *Nutrients*. 9(5), 519; doi:10.3390/nu9050519

**Yan, M. R.**, Parsons, A., Whalley, G. A., & Rush, E. (2017). Effects of consumption of a healthier snack on snacking habits and HbA1c: a 6-week intervention study. *British Journal of Nutrition*. doi:10.1017/S0007114516004372

- Yan, M. R.**, Parsons, A., Whalley, G. A., Kelleher, J., & Rush, E. (2017). Snack bar composition and their acute glycaemic and satiety effects. *Asia Pacific Journal of Clinical Nutrition*. 26(4). doi:10.6133/apjcn.072016.04
- Rush, E., **Yan, M.**, Parsons, A., Kelleher, J., & Brown, D. (2016). Concept to sale of a healthier snack bar. *International Journal of Food and Nutritional Science*. 3(1). doi:10.15436/2377-0619.16.044
- Yan, M. R.**, Brown, D., Parsons, A., Whalley, G. A., Hamid, N., Kantono, K., Donaldson, B., & Rush, E. (2015). Branding, ingredients and nutrition information: consumer liking of a healthier snack. *Journal of Food Research*. 4:64-72. doi:10.5539/jfr.v4n5p64
- Brown, D., Donaldson, B., Parsons, A., Macrae, D., Kelleher, J., **Yan, M.**, & Rush, E. (2015). The Nothing Else brand: A case study. *Food and Nutrition Sciences*, 06(03), 332-338. doi:10.4236/fns.2015.63033

#### Conferences & Presentations

- Yan, M.**, Kam, R., Nand, S., & Rush, E. (2024, November). Development of emergency food formulation with mainly New Zealand ingredients. Paper presented at the Nutrition Society of New Zealand Annual Conference, Christchurch.
- Yan, M.**, Chessum, K., Nand, S., Terzaghi, B., & Kam, R. (2023, March). Yacon prebiotic functional drinks, the sensory and antioxidant profiles: dietotherapy applications of yacon concentrate. Paper presented at the Nutrition Society of New Zealand Annual Conference, Wellington. 10.3390/msf2023018002.
- Chessum, K., Kam, R., Chen, T., & **Yan, M.** (2023, March). A comprehensive chemical analysis of New Zealand yacon concentrate. Paper presented at the Nutrition Society of New Zealand Annual Conference, Wellington. 10.3390/msf2023018006.
- Yan, M.**, Deo, A., Rush, E., Ricacho, N., & Shaikh, S. (2022, May). *The impact of COVID-19 on the lifestyle of tertiary students in an NZ polytechnic*. Paper presented at Medical Sciences Forum, Online. 10.3390/msf2022009026.
- Yan, M.**, Chessum, K., Nand, S., Terzaghi, B., & Kam, R. (2022, December). Yacon prebiotic functional drinks, the sensory and antioxidant profiles: dietotherapy applications of yacon concentrate. Paper presented at the Nutrition Society of New Zealand Annual Conference, Wellington.
- Yan, M.**, & Nand, S. (2022, December). Dietotherapy applications of yacon concentrate NZFOS+: yacon prebiotic functional drinks. Paper presented at the Unitec/MIT Research Symposium, Auckland.
- Yan, M.**, Permal, R., Quach, E., Chessum, K., & Kam, R. (2022). Yacon concentrate NZFOS+, its phytochemical contents, health-related properties and potential applications. *Medical Sciences Forum* (Vol. 9). doi:10.3390/msf2022009041
- Yan, M.**, Permal, R., Quach, E., Chessum, K., & Kam, R. (2021). Yacon concentrate NZFOS+, its phytochemical contents, health-related properties and potential applications. Nutrition Society of New Zealand Conference, Virtual Event.

- Yan, M. R.** (2021, December). *The health-related properties and potential applications of yacon concentrate NZFOS+*. Paper presented at the MIT/Unitec Research Symposium, Virtual.
- Yan, M.,** Deo, A., Rush, E., Ricacho, N., & Shaikh, S. (2021, December). *The impact of Covid-19 on the lifestyle of tertiary students*. Paper presented at the MIT/Unitec Research Symposium, Virtual.
- Yan, M.,** Jackson, R., & Shaikh, S. (2020). Snack product reformulation in the improvement of health effects. Unitec Research Symposium, Auckland.
- Yan, M.,** Rush, E., & Shaikh, S. (2019). Snack product (re)formulation in the improvement of health effects on glycaemia, insulinaemia and satiety responses. Focus on Fibre and Food Monitoring, Dunedin, New Zealand.
- Yan, M.,** Rush, E., & Shaikh, S. (2019). Potential markets for snacks: a role for New Zealand snack products. In Proceedings (Ed.), *Nutrition Society of New Zealand*, Vol. 8 (pp. 46). doi:10.3390/proceedings2019008046
- Yan, M.,** Rush, E., & Shaikh, S. (2018, November). *Potential markets for snacks: a role for New Zealand snack products*. Poster presented at Nutrition Society of New Zealand Conference, Auckland, New Zealand.
- Yan, M.,** & Rush, E. (2017, November). Improvement of snacking behaviour and glycaemic control through changes in the food supply. Paper presented at the 4th Postgraduate and Early Career Nutrition Conference, Auckland.
- Yan, M.,** & Rush, E. (2016, December). Effect of a healthier snack on: Glycaemia, satiety, and habitual snacking behaviour. Poster presented at Nutrition Society of New Zealand Conference, Christchurch, New Zealand.
- Yan, M.** (2016, February). Nothing else - improving the food supply one bar at a time. Presentation conducted at the All About Food, Auckland University of Technology.
- Yan, M.** (2015, December). Nothing else: A healthier snack bar. Presentation conducted at the Auckland Food and Nutrition Network, The University of Auckland.

#### PhD & Master's

- Yan, M.** (2016). *Nothing Else: A healthier snack bar* (PhD thesis). Auckland University of Technology, New Zealand.
- Yan, M.** (2007). *The cause of bitter flavour development in toasted rolled oats (Avena sativa L.)* (Master thesis). Auckland University of Technology, New Zealand.



# memo

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To	Unitec Research Committee	Date	December 11 <sup>th</sup> , 2024
From	Associate Professor Laura Harvey Head of Environmental and Animal Sciences		
Subject	Nominations for Appointment of an Honorary Research Fellow		

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I am requesting that the Unitec Research Committee approves the appointment of Dr Jacques de Satge as an Honorary Research Fellow within the School of Environmental and Animal Sciences.

Jacques is an ecologist with expertise in environmental policy and law having previously advised the Minister for the Environment. He is currently finishing his role with our School; it is with much sadness that he leaves us as a lecturer for family reasons. We are keen to maintain our connection with Jacques and ensure his skill set is still available to us in a different capacity. Jacques hopes to one day be able to return to our School, but, in the meantime, the School's Research Committee believes it is important to continue a research relationship with him. As he moves to Germany, we hope this position as Research Fellow will also assist our School in developing further international collaboration opportunities.

Jacques's appointment to Honorary Research Fellow would add value to the teaching and research environment in the School of Environmental and Animal Sciences at Unitec via his advanced knowledge in New Zealand environmental policy and law and mangrove ecology, as well as his conservation and ecology experience across multiple continents. These are areas currently limited in our department, but are of great importance. Continuing a connection between our School and Jacques will create opportunities for staff and students in expanding the range of projects we have the skill set to tackle.

I appreciate your consideration of this appointment.

Nga mihi,

Laura Harvey

Head of the School of Environmental and Animal Sciences



## Dr JACQUES DE SATGÉ

## PROFILE

**Nationality** RSA, France, NZ Resident  
**Languages** English (native speaker)  
 German (advanced)



## CONTACT

**Tel** +64 (0) 27 205 8280  
**Email** jdesatge@gmail.com

*Conservation biologist, with expertise in biodiversity, ecology, and the science-policy interface.  
 Key skills include policy analysis, research, and science communication.*



## EDUCATION

- 2018-2023**  
*Aotearoa New Zealand*  
**PhD • Massey University (MU)**  
 Conservation Biology – **PhD Thesis**: Mangrove-avifauna relationships in Aotearoa New Zealand: conservation insights from banded rail (*Gallirallus philippensis*) ecology Official transcript  
 Dean's List of Exceptional Theses (2023), BNZ Research Fund – Ornithological Society of New Zealand (2020, 2019), Hutton Fund – Royal Society Te Apārangi (2019), MU Doctoral Scholarship (2018)
- 2014-2016**  
*Belgium*  
**Master of Sciences • University of Antwerp (UA)**  
 Biology: Biodiversity, Conservation and Restoration – **MSc Thesis**: Urban areas as ecological traps: studying *Parus major* along an urbanisation gradient Official transcript  
 Wim Dings Ornithology Prize (2017), Jacques Ketz Award – Royal Belgian Zoological Society (2016), EUROSAs MSc scholarship – Erasmus Mundus (2014)
- 2010-2013**  
*South Africa*  
**Bachelor of Sciences • University of Cape Town (UCT)**  
 Applied Biology, Ecology and Evolution, Environmental and Geographical Sciences Official transcript  
 Dean's Merit List (2013, 2011), Class medal – Environmental Sciences (2012), Science Faculty Scholarship (2011), International Academic Programmes Office Scholarship (2011), Humanities Entrance Scholarship, UCT (2010)



## WORK EXPERIENCE

- 2024**  
*New Zealand*  
**Lecturer • Unitec**  
 (June 2024 – Dec 2024) Lecturer in biodiversity teaching BSc and MSc level in environmental policy and law, restoration ecology, environmental management, and principles of ecology  
*Key skills*: teaching, course coordination, syllabus design and implementation, student supervision
- 2023-2024**  
*New Zealand*  
**Senior research and policy analyst • Office of the Prime Minister's Chief Science Advisor (OPMCSA)**  
 Lead analyst for environmental sciences; team lead for the **food waste workstream**.  
*Key skills*: scientific research and writing, evidence synthesis, project management, stakeholder engagement, policy analysis, AI literacy, mentorship, science communication, and government advising
- 2022-2023**  
*New Zealand*  
**Research analyst and writer • OPMCSA**  
 Project lead for food waste workstream, specialist advisor on environmental sciences.  
*Key skills*: in addition to the above, social media and website management
- 2018-2021**  
*New Zealand*  
**Graduate teaching assistant • MU**  
 Demonstrator and part-time lecturer for the Massey University undergraduate course 'Ecology and Conservation'.  
*Key skills*: lecturing, coursework and syllabus design and implementation, student assessment design and implementation, laboratory work, biodiversity monitoring, and field data collection and analysis
- 2021**  
*New Zealand*  
**Research intern • OPMCSA**  
 Three-month secondment to evaluate mangrove management and policy in Aotearoa New Zealand (see: **MU press release**; **RNZ podcast**; **internship presentation**; and **policy report**).  
*Key skills*: science communication, policy analysis, stakeholder engagement, and project management
- 2018-2019**  
*New Zealand*  
**Administrator for Student Information Services • MU**  
 Customer-facing administrator (part-time) for student enrolment, course guidance, and fee handling.

- Key skills:* operational support, customer service, sensitive data management, and teamwork
- 2015 **Ecological researcher • Cape Leopard Trust (CLT)**  
*South Africa* Researcher with CLT **PEACE** project (3 months) on human-wildlife conflict mitigation and carnivore study.  
*Key skills:* study design, statistical analysis, biodiversity surveying and monitoring, and field work
- 2015 **Laboratory technician • UA**  
*Belgium* Lab-based work with **PLECO** research group on a Belgian-Dutch heathland ecology workstream.  
*Key skills:* laboratory work, plant identification and ecology, and data management
- 2014 **Conservation ranger • Wadden Sea Conservancy**  
*Germany* Year-long position as park ranger and eco-tourism guide on the island of Sylt, northern Germany.  
*Key skills:* environmental education, public outreach, biodiversity surveys, and ecological fieldwork
- 2013 **Research assistant • UCT**  
*South Africa* Researcher (2 months) with the **EGS department** on an international functional plant traits research project.  
*Skillset:* data mining and handling, database management, plant identification, and statistical analysis
- 2011-2012 **Tutor • TeachMe2**  
*South Africa* Tutor for high school students across a range of subjects, including biology, geography, English, and mathematics.  
*Key skills:* teaching, resource development, and curriculum adaptation



## RESEARCH

### Publications

- In preparation*
- de Satgé J, Ji W. *In preparation*. Managing a native invasive species: challenges and repercussions.
- de Satgé J, Aguirre D, Ji W. *In preparation*. Assessing habitat quality for a cryptic marsh bird.
- de Satgé J, Ji W. *In preparation*. A novel approach to cryptic avifauna monitoring: camera traps and drift nets.
- de Satgé J, Harmer A, Ji W. *In preparation*. Habitat selection and use by banded rails *Gallirallus philippensis*.
- Published*
- 2024 Croad C, Benson R, de Satgé J, Haggie L, McCarthy E, O'Connor J, Slim G, Varughese C, Verdonk C, Meade S, Gerrard J. 2024. *Food loss and waste in Aotearoa New Zealand: towards a 50% reduction*. Office of the Prime Minister's Chief Science Advisor. [DOI](#)
- 2024 Benson R, Croad C, de Satgé J, Haggie L, O'Connor J, Slim G, Varughese C, Meade S, Gerrard J. 2024. *Preventing food loss and waste in Aotearoa New Zealand: evidence for action across the supply chain*. Office of the Prime Minister's Chief Science Advisor. [DOI](#)
- 2024 de Satgé J, McCarthy E, Benson R, Varughese C, Meade S, Gerrard J. 2024. *Beyond the bin: capturing value from food loss and waste*. Office of the Prime Minister's Chief Science Advisor. [DOI](#)
- 2019 de Satgé J, Strubbe D, Elst J, De Laet J, Adriaensen F, Matthysen E. 2019. Urbanisation lowers great tit (*Parus major*) breeding success at multiple spatial scales. *Journal of Avian Biology*
- 2017 de Satgé J, Teichman K, & Cristescu B. 2017. Competition and coexistence in a small carnivore guild. *Oecologia*

### Conferences

- 2021 **Talk:** de Satgé J, Harmer A, Aguirre D, Ji W. (2021) Mangrove-avifauna relationships in Aotearoa: quantifying banded rail habitat use using cameras. Birds NZ Conference, Thames, New Zealand *\*Best talk award*
- 2020 **Talk:** de Satgé J, & Ji W. (2020) Mangrove-avifauna relationships in Aotearoa. Massey University Postgraduate Conference, Auckland, New Zealand *\*Best talk award*
- 2019 **Talk:** de Satgé J, Strubbe D, Elst J, De Laet J, Adriaensen F, Matthysen E. (2019) Urbanisation lowers breeding success of an insectivorous passerine at multiple spatial scales. International Symposium for Integrative Zoology (ISIZ), Auckland, New Zealand *\*Best talk runner up*
- 2019 **Talk:** de Satgé J, Aguirre D, Harmer A, & Ji W. (2019) Understanding mangrove-avifauna relationships in New Zealand. ASSAB, Waiheke, New Zealand *\*Speed talk runner up*
- 2017 **Poster:** de Satgé J. Birds in an urbanising world: the influence of urban degree and scale on Great Tit breeding success. Presented at: EOU Turku 2017. Aug 18-22; Turku, Finland



## EXTRA-CURRICULAR INVOLVEMENT

- Societies* Member or former member of Birds NZ, Forest and Bird, New Zealand Ecological Society, Australasian Society for the Study of Animal Behaviour, UCT Biological Society (former vice-chairperson)
- Volunteering* Fieldwork volunteering (multiple projects at UCT, UA and MU), youth football coach (2010-2012), South African National Parks volunteer (2012)
- Organising committees* International Symposium for Integrative Zoology (2019), MU Sciences Postgraduate Students' Conference (2019, 2020), Biodiversity South Africa Conference (2013)



## REFEREES

**Dame Professor Juliet Gerrard**

Prime Minister's Chief Science Advisor  
Office of the Prime Minister's Chief Science Advisor  
1-11 Short Street, Auckland  
[j.gerrard@auckland.ac.nz](mailto:j.gerrard@auckland.ac.nz)

**Professor Dianne Brunton**

Honorary Academic  
Faculty of Science, Biological Sciences  
University of Auckland, New Zealand  
[dianne.brunton@auckland.ac.nz](mailto:dianne.brunton@auckland.ac.nz)



END

## Unitec New Zealand Limited

Meeting of Te Komiti Rangahau o Unitec | Unitec Research Committee

Date of Meeting: 30 January 2025

<b>Title</b>	Minimum criteria of a Presentation (non-conference)
<b>Provided by:</b>	A/P Marcus Williams, Gregor Steinhorn, Penny Thomson, Hadley Brown, Arun Deo
<b>Authored by:</b>	A/P Marcus Williams, Director Research & Enterprise
<b>For:</b>	<b>APPROVAL</b>

### Recommendation

That the committee approves the definition of a Presentation (non-conference) Research Output for the purposes of verification in Unitec's Research Output Management System (ROMS).

### Purpose

To clarify the level of engagement with an external audience required to meet the bar of a Presentation (non-conference) at Unitec.

### Background

The Tertiary Education Commission's (TEC's) definition of Presentation (non-conference) is as follows:

#### ***Presentation (non-conference):***

*Prepared, formal oral presentations of original research, for the first time, to an external audience such as peer groups in 'non-traditional' research forums (e.g. hui, industry settings, forums, webinars, colloquia at other tertiary institutions). The event where presented must have been arranged for dissemination of academic research or discussion.*

#### **1. Definition of Non-Conference or Symposium vs. Meeting**

For an event to meet the criteria of a **Presentation (non-conference)**, there should be a minimum of 15 attendees. Additionally, at least 50% of the presenters should be from Unitec.

#### **2. TEC Definition of Research Output Type "Presentation (Non-Conference)"**

According to TEC's definition, there is no explicit requirement for the number of external audience members. However, we agreed that the external audience should make up at least one-third (33%) of the total audience.

Clearly sharing research amongst ourselves is highly productive as it encourages others and promotes collaboration. However, this is NOT disseminating research, which is what a "Research Output" is.

NB - when a non-conference presentation is commissioned, on the letterhead of a professional body, learned society or government department, and on the basis of research expertise, that fact can be entered as a Research Contribution item in ROMS. Such commissioning does not render a non-conference presentation quality assured. In the event that robust peer review of the presentation can be demonstrated, the output may then count as quality assured.

**Includes:**

- Invited lecture in a named series that is prestigious within the discipline.
- Whaikōrero, presentations at hui, wānanga.
- Webinars which meet the definition of research (original investigation undertaken in order to contribute to knowledge and understanding and, in the case of some disciplines, cultural innovation or aesthetic refinement).

**Exclusions:**

- Presentations of research proposals at Level 9 (master's level) or less
- Educational or training presentations to internal or external groups (e.g. teacher- student type relationships)
- Information or unprepared presentations to any groups
- Presentations at Unitec for an internal Unitec audience only such as the Unitec Research or Teaching and Learning Symposiums.

## **Justification**

Schools are effectively utilising colloquia, seminar or small symposia to encourage the sharing of research amongst staff, something we wish to encourage. In some instances, Research Leaders wish to claim a research output for presentations made by staff in these fora, asserting that they are disseminating research. TEC have a definition for outputs relevant to such events, for them to be acknowledged as research dissemination. However, it is up to the individual institution to prescribe the parameters of this definition. This memo seeks to do that.

## **Next Steps**

Once the above recommendation is discussed and approved by the URC, these parameters will be added to Unitec's Scholarly Communication Guidelines and distributed to Research Leaders.

## **Contributors**

---

A/P Marcus Williams, Gregor Steinhorn, Penny Thomson, Hadley Brown, Arun Deo

## **Attachments**

- 
- Scholarly Communication Guidelines



## Scholarly Communication Guidelines

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## 1. PURPOSE

These guidelines inform Unitec staff and students about the meanings and processes of Scholarly Communication and dissemination and about how and when to make research and teaching materials available, including open and free access on the web. They provide the framework for a number of Unitec's policies and guidelines, in particular the Conduct of Research, Conduct of Student Research, Documenting Research Outputs, Intellectual Property and Research Outputs policies. These policies should be consulted along with the guidelines and links to them are provided throughout.

## 2. APPLICATION AND SCOPE

These guidelines apply to all Unitec staff and students. They focus on the formal, public examples of Scholarly Communication and not informal and private examples, such as blogs. Examples are wide ranging and include books, chapters in books, conference presentations, musical compositions, creative works (e.g. dance performance), exhibitions, films and videos. Unitec's Guidelines for Documenting Research Outputs provides a good list of 'output categories' considered to be Scholarly Communications. Most often they are journal articles, whether in print or electronic format. Research shows that published journal articles remain the preferred way for researchers to disseminate their research and that peer-review retains a 'central' role in both communication and research practice (Spezi, Fry, Creaser, Proberts, & White, 2013).

## 3. DEFINITIONS

<b>Article Processing Charge (APC)</b>	Means a charge paid by an author to a publisher enabling research (usually a journal article) to be made available to all without subscription of charge barriers. Also called "author pays".
<b>Creative Commons</b>	Means the non-profit organisation devoted to expanding the range of creative works available for others to build upon legally and to share. The organisation has released several copyright licenses free of charge to the public (Creative Commons, 2013)
<b>Open Access</b>	Means "the practice of providing unrestricted access via the internet to peer-reviewed scholarly research (Open Access, 2013)
<b>Open Educational Resources (OER)</b>	Means "freely accessible, usually open licensed documents and media that are useful for teaching, learning, educational, assessment and research purposes" (Open educational resources, 2013)
<b>Research Output(s)</b>	Means outputs included in and defined by Unitec's Guidelines for Documenting Research Outputs.
<b>Scholarly Communication</b>	Means knowledge transmission: it is about creating, disseminating and preserving scholarly research. Scholarly communication covers the full spectrum of communicative practices, from 'traditional' publication to newer internet-mediated forms, for example, digital media. Scholarly publishing is a subset of scholarly communication and is mediated through the use of a durable medium to fix knowledge.

## 4. GUIDELINES

### 4.1. Overview

The creation and dissemination of scholarly research “is an important part of academic work, passing on the knowledge and benefits to other scholars, professional practitioners and the wider community” (Australian National University, 2010). There are strong community calls that publicly-funded research is made accessible for the public good.

These guidelines recognise that researchers are authors (or creators) as well as readers (or users) of knowledge; and that attitudes towards communication may vary depending on whether they are author or reader.

### 4.2. Scholarly Communication

Scholarly communication is about creating, advancing, disseminating and preserving knowledge. Scholarly communications processes see scholars communicating in a range of ways, using practices that vary within and across disciplines and that include formal and informal modes of communications (Mabe, 2010). In the past, formal communication usually meant publication in peer-reviewed journals or books, conference papers and proceedings, reports and creative works of art. Today, scholarly communication practices have been transformed by the internet, enabling “unprecedented possibilities for dissemination...[that] affect scholarly publishing by enabling new publishing models”, such as open access: “These models usually are ‘new’ because they offer a new genre (or form) of presentation, a new mode for interaction (between authors, between readers, or between authors and readers), a new business model, a new approach to peer review, or some combination of these” (Hahn, 2008). These forms of dissemination do not replace traditional scholarly publications, but supplement them.

### 4.3. Responsibilities

Unitec will seek to facilitate these guidelines by:

- 1) Contributing to government strategy and policy frameworks to improve access to scholarly information;
- 2) Incorporating scholarly dissemination and community access to scholarly work into Unitec strategic plans;
- 3) Advocating and implementing policies to ensure fair use of copyrighted information for educational and research purposes;
- 4) Staffing the repository to identify and abide by publishers’ policies relating to copyright.

Unitec staff will seek to facilitate these guidelines by:

- 5) Promoting dissemination of scholarly findings through Faculty Research Committees to staff and postgraduate students;
- 6) Ensuring that mentoring and training of research students incorporates discussions about scholarly dissemination;
- 7) Recognising the increasing availability of parallel dissemination options when publishing scholarly work in order to reach the widest audience;



- 8) Collaborating with other researchers, research institutions and publishers to raise awareness of scholarly communication principles and practice, including the benefits of open access publishing;
- 9) Working with researchers to enable appropriate open access to both their published works and their primary research data;
- 10) Applying a Creative Commons licence to open access materials, when appropriate, to determine how materials may be used, reused or repurposed;
- 11) Retaining and filing their final post-peer reviewed and corrected version of articles sent for publication;
- 12) Considering the outcomes of the Treaty of Waitangi claim WAI 262 of 2011, affecting Maori culture and identity (Waitangi Tribunal, 2011).

Unitec Research Office staff will seek to facilitate these guidelines by:

- 13) Ensuring Unitec's research community is familiar with relevant policies;
- 14) Ensuring research students and academic staff are aware of current issues in scholarly publication and dissemination;
- 15) Developing infrastructure within Unitec, including ePress, that will facilitate access to scholarly information;
- 16) Providing a consistent form of institutional affiliation and address for author/s when submitting work for publication, so that Unitec's outputs will be able to be easily identified and retrieved.

Unitec Library staff will seek to facilitate these guidelines by:

- 17) Developing infrastructure within Unitec, Research Bank, that will facilitate access to scholarly information;
- 18) Providing a sustainable repository for the deposit and dissemination of scholarly work;
- 19) Maintaining and retaining content submitted to the repository.

#### **4.4. Authorship and publication practice**

Unitec's Conduct of Research Policy, Conduct of Student Research Policy, Intellectual Property Policy and Guidelines and Guidelines for Documenting Research Outputs discuss authorship and publication practice, including dissemination.

##### **4.4.1. Advice about authorship and publication**

One aspect of professional development in scholarship is mentoring and advice in respect of publishing and disseminating scholarly research.

The Chairs of the Faculty Research Committees and staff of the Research Office and Postgraduate Centre will lead in providing this mentoring and advice. Members of Unitec's ePress Advisory Committee, Faculty Research Committees and Departmental Research Committees are able to advise on researchers publishing options.

Mentoring and advice includes:

- 1) Recommending the choice of publication outlet (journal, conference, web-site etc);

- 2) Reviewing the implications of certain choices, for example journal impact factors, or being aware of the relatively scholarly prestige of conferences or journals;
- 3) Assisting with the development, structure and writing of an article, paper or presentation;
- 4) Advising on approaches to dealing with the editors and assessors of scholarly work;
- 5) Providing support in the face of rejection and critical attacks in the discipline.

As well, supervisors of undergraduate and postgraduate research students have a responsibility to inform them about the meanings and processes of Scholarly Communication and dissemination. These are outlined in Unitec's Conduct of Student Research Policy, particularly Guideline 12/10 'Guidelines for publication from a thesis or dissertation or research project.'

#### **4.4.2. Solicitations to publish / Paying to publish**

Staff may receive emails from journals or book publishing houses soliciting their publications. They need to assess the validity of these offers as the quality and legitimacy of these publications can often be questionable. For example, predatory publishers - those who lack transparency, deceive or otherwise fail to follow industry standards - publish substandard and often disputable research, in order to exploit the open-access, author-pays model. Other publishers scam researching staff by soliciting their work and invoicing them only after publication. The credibility of a journal soliciting publication should be assessed by reviewing previous publications, assessing membership of editorial committees and discussing the request with colleagues.

Unitec recommends staff and students resist the temptation to publish quickly and to use scholarly social networks to identify and share information on predatory publishers. A blog maintained by Jeffrey Beall, University of Colorado, Denver '*Scholarly Open Access: critical analysis of scholarly open-access publishing*' provides information about predatory publishers (Beall, 2013).

There are some reputable journal or book publishing houses that require payment for publication. The most common requirement is an Article Processing Charge (or APC), in which the publisher requires payment by the author to publish: this is an integral element of 'Gold Open Access' publishing. See section 4.8 on Open Access publishing for more information. At Unitec the Faculty of Social and Health Sciences introduced a faculty policy concerning APC's in 2013, and staff in this faculty should refer to this when faced with APC's. Staff should discuss possible APC's with their departments and faculties before committing to paying the charges as reimbursement by Unitec is not guaranteed.

#### **4.5. Ownership and Copyright**

Copyright is a part of an area of the law known as intellectual property (IP). Copyright is "a set of exclusive property rights given to owners in relation to their creations ... Copyright protection is automatic ... there is no formal system for copyright registration ... You don't need to put a copyright notice on your work, publish it, or do anything else for your work to be protected ... it is protected from the time it is first recorded, either in writing or in some way" (Copyright Council of New Zealand, 2009).

Thus the ownership and copyright of Scholarly Communications, Research Outputs and research data, is held by the author / creator unless it has been signed over to a third party (for example, a journal publisher).

Ownership of work created by a Unitec staff member, in the course of their employment with Unitec, is retained by the individual, except in situations where it is agreed that commercialisation of that material should be pursued as detailed out in Unitec's Intellectual Property Policy.

#### 4.6. Assigning copyright

When an author sends their final peer reviewed corrected version of a paper (referred to as the 'accepted version') to a journal publisher, they commonly assign their copyright to that publisher. Most publishers, including Elsevier and Springer, allow authors to deposit the accepted version in open access repositories (such as Unitec's Research Bank). Others, such as Wiley-Blackwell, allow authors to deposit the original (pre-peer review) version they sent to the publisher (the 'submitted version'). Some outlets embargo open publication before critical dates.

Unitec recommends authors retain copyright of their work where possible by not assigning copyright to a publisher. While many publishers' agreements request transfer of copyright, authors can attach an addendum which modifies the publisher's agreement and allows authors to keep key rights to their works, including placement into Unitec's Research Bank, a form of self-archiving. The *Scholar's Copyright Addendum Engine* ([HTTP://SCIENCECOMMONS.ORG/PROJECTS/PUBLISHING/SCAE](http://sciencecommons.org/projects/publishing/scae)) will help you generate a PDF form that you can attach to a journal publisher's copyright agreement to ensure that you retain certain rights.

Unitec supports publishing and copyright agreements that allow authors to retain copyright by only taking a licence to publish or by allowing authors to self-archive in Research Bank.

Unitec accepts responsibility for managing the copyrights of deposited work in Research Bank. Wherever possible, an item in the Research bank will have a link to the published edition.

#### 4.7. Maori culture and identity

*KO AOTEAROA TENEI* is the Waitangi Tribunal's report into the claim known as Wai 262 and concerns the place of Maori culture, identity and traditional knowledge in New Zealand's law, and in government policies and practices. It reports on the control of Maori traditional knowledge, who controls artistic and cultural works such as haka and waiata, and who controls the environment that created Maori culture. Wai 262 contains definitions of 'taonga works' and 'taonga-derived works' and recommends how these works may be used. We need to take into account the intellectual property in 'taonga works' and the role of *kaitiaki* (cultural guardians).

The dissemination and use of Indigenous Knowledge should be discussed at consultation stage, particularly with reference to digital dissemination. For more see the Guidelines for Maori and Community Social and Cultural Responsiveness.

#### 4.8. Open access

Open Access means that “the full text results of scholarly research are made promptly, freely and permanently available to anyone with access to the internet” (Australian National University. 2010). An overview of Open access is at [HTTP://LIBGUIDES.UNITEC.AC.NZ/OPENACCESS](http://libguides.unitec.ac.nz/openaccess).

These guidelines endorse the principle of Open Access and Unitec recommends researchers make their work available in Open Access format. To this end Unitec has established the [RESEARCH BANK](#) and encourages researchers to submit their work to it.

This does not mean that researchers have to make their work available in an open access format. Unitec recognises that researchers are best placed to choose the publication and dissemination option of their choice and that there will be circumstances when it would be inappropriate to make research or other content openly accessible. When considering open access publishing researchers also need to be aware of ‘predatory publishers’. See section 4.4.2 for more information.

“Most discussion of Open Access recognises the two main mechanisms to achieving open access. The gold route, often referred to as the “author pays” route, involves payment of an article processing charge to publishers enabling the article to be made available to all without subscription or charge barriers. The alternative green route, often referred to as the “self-archiving” route, entails authors submitting manuscripts to traditional journals but maintaining the right to mount a version of their work on an open access repository. Much debate has focussed on the most effective way to achieve Open Access” (Spezi, Fry, Creaser, Proberts, & White, 2013). Unitec currently follows the ‘green route’ of open access publishing.

#### **4.8.1. Open Educational Resources**

Open Education Resources (OER) are “digitised materials offered freely and openly for educators, students and self-learners to use and reuse for teaching, learning, and research. OER includes learning content, software tools to develop, use and distribute content, and implementation resources such as open licenses” (Centre for Educational Research and Innovation, 2007).

Creative Commons Aotearoa New Zealand works with the Open Educational Resources (OER) movement. By applying Creative Commons licenses, teachers can reuse, remix and share their own lesson plans, courses, textbooks and a growing range of digital and print resources.

The [OPEN EDUCATION RESOURCE FOUNDATION](#), based at Otago Polytechnic, is an independent, not-for-profit organisation that provides leadership, international networking and support for educators and educational institutions to achieve their objectives through Open Education.

In 2013 Unitec became an OERu Anchor partner and Unitec will support staff who want to make their teaching materials OER.

#### **4.9. Creative Commons**

The Creative Commons ([WWW.CREATIVECOMMONS.ORG.NZ/](http://WWW.CREATIVECOMMONS.ORG.NZ/)) provide free licences and tools that copyright owners can use to allow others to share, reuse and remix their material, legally. The licenses give everyone from individual creators to large companies and institutions a simple, standardised way to grant copyright

permissions to their creative work resulting in a vast and growing digital commons (Creative Commons, 2013).

There are six types of licence. See website for more details.

Unitec staff should be aware of the different types of Creative Commons licences and apply them to their work then making that material freely available on the internet. The Unitec Library and Research Office staff will assist in this if required.

#### **4.10. Documenting research outputs**

Unitec takes responsibility for ensuring accuracy in reporting research activity and the resulting outputs undertaken at Unitec. To this end Unitec will provide a comprehensive list of research and academic output types in order to categorise and report on this activity. This will be managed through a centralised database (ROMS), in which staff are required to record all research related outputs. This database will be regularly checked in order to ensure information provided to the public domain is complete and accurate. For more information see Documenting Research Outputs Policy and Guidelines.

#### **4.11. Storing and preserving research outputs**

Unitec's Research Bank is the digital repository in which research carried out at Unitec is stored and made available to the world. The purpose of the Research Bank is to make Unitec research as widely available as possible, by providing free access to it over the Internet, and making it easily found by Internet search engines.

The repository was developed using DSpace, an open source software platform, as part of a Library Consortium of New Zealand (LCoNZ) project. The contents of the repository are listed on the National Library of New Zealand's Kiwi Research Information Service (KRIS).

The Research Bank is administered by staff in Unitec library. To access Research Bank go to [unitec.researchbank.ac.nz](http://unitec.researchbank.ac.nz). The Research Office and Library staff work together to make information recorded in ROMS available in open access format within Research Bank where possible. Copyright restrictions may limit the availability of material held in ROMS and Research Bank. Staff should contact the library and provide copies of articles recently published directly to the Research Bank as copyright allows.

Digital preservation is a significant problem facing institutional repositories such as Research Bank and at Unitec we have yet to determine the intent and methodology of a digital preservation programme for research outputs. The uncertain timeframes around the deterioration of digital storage media and technological obsolescence are examples of issues common to all preservation agencies that deal with digital formats. How we define adequate access and preserve commonly-supported text, image and audio file formats (such as .pdf, .xml, .jpg, .wav, .tiff or .avi) are questions a preservation programme will need to address. Conversations around digital preservation and the role Unitec's digital repository will take regarding this are on-going.

#### **4.12. Academic integrity**

A draft policy on academic integrity is currently being circulated for feedback. Its approach is to promote a culture at Unitec based on the values of honesty, integrity and respect. With regard to scholarly communication the policy requires all students and staff “to undertake their academic work with academic integrity”, which is defined as “intellectual honesty with regard to the use of information and in the pursuit of knowledge and understanding”. Using information would also mean its publication and dissemination.

#### 4.13. Theses

Part of the requirements of many levels of postgraduate study is the completion of a research thesis. At Unitec it is a requirement of completion for students to provide a digital copy of their thesis in addition to their final bound printed copies, one of which will be deposited in the library. Unitec will then deposit the thesis into the Research Bank for public access, unless restricted by an embargo. Theses completed by Unitec staff at other academic institutions may also be deposited in the Research Bank, unless copyright has been assigned to another institution. Unitec encourages depositing full, electronic copies of theses in open access repositories.

#### 4.14. References

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## REFERENCE DOCUMENTS

- [1] Conduct of Research Policy
- [2] Copyright Procedures for Staff
- [3] Copying of Copyright Works for Educational Purposes
- [4] Documenting Research Outputs
- [5] Intellectual Property Policy
- [6] Guidelines for Maori and Community Social and Cultural Responsiveness

## DOCUMENT DETAILS

<b>Version:</b>	1	<b>Issue Date this Version:</b>	April 2014
<b>This Version Approved by:</b>	Unitec Research Committee	<b>Date of Approval:</b>	4 March 2014
<b>Document Owner:</b>	Library / Research Office and Postgraduate Centre	<b>Document Sponsor:</b>	Unitec Research Committee
<b>Date of Next Review:</b>	April 2015		
<b>Date first version issued:</b>	4 March 2014	<b>Original Approval Body:</b>	Unitec Research Committee

## AMENDMENT HISTORY

Version	Issue Date	Reason for Revision	Approved by
2	March 2016	Small amendment Maori Culture & Identity section	Dean Research and Enterprise

## Unitec New Zealand Limited

Meeting of Te Komiti Rangahau o Unitec | Unitec Research Committee

Date of Meeting: 30 January 2025

<b>Title</b>	Unitec Research Strategy 2020-2024
<b>Provided by:</b>	Hadley Brown, Chair Unitec Research Committee
<b>Authored by:</b>	A/P Marcus Williams, Director Research & Enterprise Hadley Brown, Chair Unitec Research Committee
<b>For:</b>	<b>APPROVAL</b>

### Recommendation

That the committee approves the roll-over of the Unitec Research Strategy 2020-2024 into 2025.

### Purpose

To ensure that Unitec continues to have a robust research strategy in place while the future of the ITP sector, and the identity of Unitec, remains under consultation and Ministerial consideration.

### Background

The Unitec Research Strategy provides strategic direction, goals and actions for research and enterprise activity at Unitec. It was endorsed and approved by the committee in September 2020.

### Justification

Although the strategy has finished its term, a new one cannot be developed until we understand the nature of the institute in the next five years. Current uncertainties include:

- The Reform of Vocational Education (RoVE) project.
- The ongoing consultations being undertaken by the University Advisory Group and the Science System Advisory Group and the suspension of the PBRF.
- The disestablishment of Te Pūkenga by the end of 2026.
- Which ITP business divisions will be established as regionally autonomous ITPs from 2026, and whether Unitec and MIT may merge.

### Attachments

- 
- Unitec Research Strategy 2020-2024



# UNITEC

## Research Strategy 2020-2024

*NB – in keeping with Unitec process on strategies, a separate action plan will outline how we implement the actions, how we show the progress of that implementation and what indicators we use to measure success. This will follow approval of this draft research strategy.*

### Vision

To undertake research of excellence that aligns to Te Tiriti o Waitangi and has transformative outcomes for the communities we serve.

### Mission

We undertake impactful research in order to provide significant economic, social, cultural and environmental benefits to Māori, New Zealand communities, industries and the environment. We do this by igniting the power of our founding document, Te Tiriti o Waitangi, partnering with tangata whenua, our communities and industry. This partnering is at the heart of our value proposition and is fundamental to research from the beginning of the research process, through to the dissemination of the outcomes. Unitec's strengths lie in its kaupapa Māori capability, its applied and practical focus, its mixture of programmes involving research and enterprise at postgraduate and undergraduate levels, and its strong relationships with community and industry. We will develop these strengths through focused, sustainable research and enterprise activity that is Treaty aligned, integrated with teaching and learning and undertaken within networks of stakeholders and partners, enabling effective knowledge transfer. In these networks we aim to contribute to better knowledge bases for decision making, improved wellbeing, socioeconomic resilience, cultural diversity, flourishing communities and improved productivity, policy, technologies, products or processes.

### Background

During the 2015 – 2019 Research Strategy period, three Strategic Research Foci were developed: the Cybersecurity Focus, the Applied Molecular Solutions Focus and the Kaupapa Māori Focus. Through mechanisms such as the Research Voucher Scheme, the strategy successfully drove institutional change toward higher levels of industry-partnered research resulting in many funded projects. Coupled with an emphasis on building staff capability and research leadership, Unitec has experienced growth in its research, with externally funded research increasing by 450%, increased external partnering with 184% more industry-funded projects, improvement in excellence with a 97% success rate through the PBRF Quality Evaluation and increased NZQA compliance with 91% of degree programmes research compliant. The Kaupapa Māori Focus led to the appointment of two highly respected Māori professors, and the establishment of Ngā Wai a te Tūi Māori and Indigenous Research Centre, which is now leading numerous externally funded projects, including an Endeavour Fund Research Programme and a National Science Challenge project.

This next strategic period will see Unitec continue investing in our Strategic Research Foci with an emphasis on rangatiratanga, embedding a flourishing, diverse and sustainable research culture and weaving strong, enduring industry/community partnerships.

## Te Tiriti o Waitangi and Te Noho Kotahitanga

Unitec will uphold Te Tiriti o Waitangi, the founding document of our nation and its principles, through our research. Our commitment to Te Noho Kotahitanga, which express Unitec's Treaty partnership and its principles, underpins the values and kaupapa of our organisation, including our approach to research.

### Rangatiratanga

### Whakaritenga

### Kaitiakitanga

### Mahi Kotahitanga

### Ngākau Māhaki

### Authority and Responsibility

### Legitimacy

### Guardianship

### Co-operation

### Respect

 <p><b>RANGATIRATANGA</b> AUTHORITY AND RESPONSIBILITY</p>	 <p><b>WHAKARITENGA</b> LEGITIMACY</p>	 <p><b>KAITIAKITANGA</b> GUARDIANSHIP</p>	 <p><b>MAHI KOTAHITANGA</b> CO-OPERATION</p>	 <p><b>NGĀKAU MĀHAKI</b> RESPECT</p>
<p><i>E whakarite ana te Whare Wānanga o Wairaka ki te pūtake ake o te rangatiratanga o te Māori me ngā mātauranga Māori.</i></p> <p>Unitec accepts the principle that Māori have authority over and responsibility for all teaching and learning relating to the Māori dimensions of knowledge.</p>	<p><i>E whakarite ana te Whare Wānanga o Wairaka ki te mana o tena, o tena, ki te noho kotahi, ki te puaki i tona ake reo, ki te whakamahi i ngā rawa mo ngā iwi katoa.</i></p> <p>Unitec believes that each partner has a legitimate right to be here, to speak freely in either language, and to put its resources to use for the benefit of all.</p>	<p><i>E whakarite ana te Whare Wānanga o Wairaka ki te kaitiakitanga o ngā taonga mātauranga.</i></p> <p>Unitec accepts responsibility as a critical guardian of knowledge.</p>	<p><i>E whakarite ana te Whare Wānanga o Wairaka kia tau he ngākau māhaki i roto i ngā mahi katoa.</i></p> <p>Unitec affirms that a spirit of generosity and co-operation will guide all its actions.</p>	<p><i>E whakarite ana te Whare Wānanga o Wairaka ki te whakanui i ngā taonga tuku iho o ngā ao e rua, a hiko ki mua. Ko te Māori me te Pākehā e mahi tahi ana mo Te Whare Wānanga o Wairaka.</i></p> <p>Unitec values each partner's heritage and customs, current needs and future aspirations. Māori and Pākehā working together within Unitec.</p>

## Vision Mātauranga

Unitec acknowledges and actively supports staff in engaging with the Vision Mātauranga policy as outlined by the Ministry of Business, Innovation and Employment. The policy aims to unlock the innovation potential of Māori knowledge, resources and people to assist New Zealanders to create a better future.

## Code of Practice and Research Ethics

Research at Unitec will function within Ngā Tikanga Whakahaere (Unitec's Code of Conduct) and the research-specific Code of Professional Standards and Ethics developed by the Royal Society Te Apārangi. All human research is conducted with guidance from the Unitec Research Ethics Committee, an accredited research ethics committee, and animal research is overseen by an approved committee.

## Priorities

The Unitec Research Strategy 2020 – 2024 has three key priorities which underpin our goals, our actions and the way we measure success:

<b>Priority One</b>	<b>Research that is aligned with Te Tiriti o Waitangi</b>
<b>Priority Two</b>	<b>A flourishing, collaborative research culture</b>
<b>Priority Three</b>	<b>Partnered research and innovation</b>

### **Priority One – Research that is aligned with Te Tiriti o Waitangi**

Unitec will ensure that its support for research, governance and processes is aligned with Tiriti o Waitangi. In this way, Unitec will exemplify leadership in Māori research in the NZIST sector and in Aotearoa. The principle of rangatiratanga expressed through our partnership document, Te Noho Kotahitanga, will apply to research at Unitec: that Māori will have authority over and responsibility for all research related to Māori dimensions of knowledge. Vision Mātauranga will be integrated into all research processes and researchers will be supported to understand and fulfil these requirements. We will resource and grow the numbers and capability of Māori researchers, including Māori supervisors of our postgraduate programmes. We will actively seek and maintain partnerships with iwi, hapū, Māori businesses, institutions and peak Māori bodies. We will evolve our research office appropriately to ensure Māori research governance and rangatiratanga.

### **GOAL ONE:**

Unitec has strong Māori research leadership, capability, excellence, partnerships, processes and governance.

#### *Actions:*

- Review research policy, guidelines and processes to ensure rangatiratanga
- Review all funding frameworks, guidelines and processes to incorporate Vision Mātauranga
- Increase Māori postgraduate supervisors and student scholarships
- Provide professional development by Māori for Māori researchers and postgraduate supervisors
- Support and resource Ngā Wai a te Tūi appropriately
- Review capability and plan for institutional research co-governance and leadership
- Tell stories of Māori research projects, outcomes and success

### **Priority Two - A flourishing, collaborative research culture**

Unitec will grow a productive, diverse, student integrated, engaged and sustainable research workforce with the necessary resourcing and infrastructure. There will be an inclusive pipeline of support for developing the capability of our people and empowering them toward transformative outcomes for our communities; from the beginnings of their research independence through to leadership at the highest level, as expressed in Unitec's Research Competencies. Grounded in Te Tiriti and Te Noho Kotahitanga partnership, this will be inclusive and provide opportunity for the diverse cultures and individuals who make up our institution and the varied nature of that activity we call research and its related enterprises. This pipeline will be aligned with and actively support the initiatives at the heart of Te Manaakitia te Rito, Unitec's Renewal Strategy.

## GOAL TWO:

The diverse people of Unitec have fit-for-purpose capability development and support toward sustainable, collaborative research productivity and excellence.

### Actions:

- Provide high quality, diverse, multi-level research professional development
- Implement formalised research planning at individual and School level
- Support degree teachers to be research engaged
- Increase research excellence and productivity
- Develop Research Groups in every School offering degree programmes
- Develop Research Centres, facilitate concomitant business planning and annual evaluations
- Support Strategic Research Foci
- Support emerging and early career researchers; grow leaders
- Collate, authenticate, sustainably disseminate and publicise research
- Support and resource postgraduate student research
- Increase student involvement in research
- Foster research into Wairaka, our place; the natural environment, history and wairua
- Embed sustainability into all funding guidelines

### Priority Three - Partnered research and innovation

Research at Unitec will concentrate on opportunities and problems identified by Māori, industry and community partners. Strong, enduring partnerships will be facilitated and valued, with investment in capacity building, innovation and leadership in this space. The reciprocity created by these partnerships will enhance opportunity for student work-integrated learning.

## GOAL THREE:

Research that is industry/community partnered and promotes innovation.

### Actions:

- Weave, ignite and nurture long-term partnerships across community, academia and industry
- Facilitate subsidised research consultancy
- Implement industry/community-partnered postgraduate research scholarships
- Provide industry partnering, IP, innovation and commercialisation advice and practical support
- Develop reputation through the establishment of Research Centres with strong partnerships
- Identify areas of future importance and opportunity; Research Sandpits

#### RESEARCH SANDPITS HAVE:

- the values of Te Noho Kotahitanga
- high societal need
- student-involved research and learning potential
- existing external partnerships
- cross-school transdisciplinary opportunity

#### POTENTIAL FUTURE DIRECTIONS (MANAAKITIA TE RITO)

- Business, finance and professional services
- Maori and indigenous research
- Construction and infrastructure
- Health and wellbeing
- Transport and logistics
- Education and training
- Environmental services
- Creative industries and arts
- Computing and services

## Glossary

Ngā Tikanga Whakahaere – Unitec’s Code of Conduct

NZIST – the New Zealand Institute of Skills and Technology incorporating 16 Institutes of Technologies and Polytechnics

Research Centres – Formally structured research institutes governed by the Unitec Research Committee

Research Competencies – Detailed description of what it means to be research competent at Unitec

Research Groups – Informal groups of researchers around a theme, identified in School Research Plan

Research Sandpits - areas of future research importance and opportunity

Strategic Research Foci – Research Centres which receive seed funding from Unitec

Te Manaakitia te Rito – Unitec’s Renewal Strategy 2019 – 2022

Te Noho Kotahitanga – Unitec’s Partnership agreement under Te Tiriti and our values

Te Tiriti o Waitangi – the founding document of Aotearoa, New Zealand

## Unitec New Zealand Limited

Meeting of Te Komiti Rangahau o Unitec | Unitec Research Committee

Date of Meeting: 30 January 2025

<b>Title</b>	Changes to the Marsden and Catalyst Funds
<b>Provided by:</b>	Brenda Massey, Senior Grants Advisor
<b>For:</b>	<b>DISCUSSION</b>

### Recommendation

That the committee notes changes made at the end of last year to the Marsden Fund and the Catalyst Fund and considers how Unitec could respond in the face of this changed landscape.

### Purpose

The purpose of this paper is to provide an overview of the changes that have been made to future rounds of Marsden and Catalyst funding.

### Information/Background

#### Changes to the Marsden Fund

The Minister of Science, Innovation and Technology has released changes to the Investment Plan and Terms of Reference for the Marsden Fund. The new Terms contain explicit signals that every application for funding must describe its potential to generate economic, environmental, or health benefits for New Zealand, and that 50% of grants from the Fund each year must have the potential for economic benefit. The new Investment Plan focuses on sciences such as physics, chemistry, maths, engineering, and biomedical sciences, with the disestablishment of panels which assess proposals on social sciences and humanities.

Marsden funding rounds typically receive more than 1,000 applications. In 2024 the success rate for Fast-Start awards was 12.1% and 10.6% for Standard awards.

An open letter to the Prime Minister regarding the need to ensure ongoing government investment in research in the social sciences and humanities from Distinguished Professor Dame Jane Harding DNZM FRACP FRSNZ, President of the Royal Society Te Apārangi, is appended. A selection of commentary from Royal Society Te Apārangi Fellows and other academics can be found online [here](#).

### **Changes to the Catalyst Fund**

The Minister of Science, Innovation and Technology has also announced an updated Catalyst Fund Investment Plan, setting out the Catalyst Fund's objectives and investment signals for the next four years.

The Catalyst Fund is the Government's key lever to support science, innovation and technology activities that foster international collaboration for New Zealand's benefit. The Plan aligns with the Government's priorities for the New Zealand science system, including delivery of greater economic impact and creating pathways for commercialisation of innovative technologies.

The updated Plan has six priority research areas to guide investment, focused on where New Zealand has niche research strengths and technical capabilities, and where global partnerships offer significant opportunities to deliver impact.

- Quantum technology
- Artificial Intelligence
- Health and biomedicine
- Space and Earth observation
- Biotechnologies
- Antarctic research

These priorities will sit across all Catalyst Fund programmes and will apply for all future funding rounds.

More information about the Catalyst Fund can be found [here](#).

### **Attachments**

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- Open letter on importance of research in the social sciences and humanities

16 December 2024

The Rt Hon Christopher Luxon  
Prime Minister  
Parliament Buildings  
Wellington 6160

## Open letter on importance of research in the social sciences and humanities

Tēnā koe Prime Minister,

The role of the Royal Society Te Apārangi, as set out in the Royal Society of New Zealand Act, is to advance and promote science, technology, and the humanities, and to provide expert advice on important public issues to the Government and people of New Zealand.

In this capacity, we write regarding the need to ensure ongoing government investment in research in the social sciences and humanities.

The Minister for Science, Innovation, and Technology, Hon Judith Collins KC, has recently issued new directives that target spending within her portfolio to specific sciences. These changes to the terms of the Marsden Fund explicitly exclude research areas in the social sciences and humanities that were previously eligible. The Society will work to implement these changes for the 2025 funding round, under the strategic leadership of the government-appointed Marsden Fund Council.

We understand the Minister's intention and prerogative to use the available levers within the Science, Innovation and Technology portfolio to further the government's agenda for economic growth and productivity, alongside its goals for health and the environment. We also acknowledge that your government is committed to financial prudence in the context of current budgetary challenges. However, we urge you to give serious consideration to alternative investment mechanisms, maybe through other portfolios, that could address the loss of funding for research in the social sciences and humanities (approximately \$16.4 million annually).<sup>1</sup> The risks of failing to invest in these research areas are substantial.

First, research in these disciplines is vital to increasing productivity and commercialising technological advances. Your government has set an ambitious agenda for economic growth. Minister Collins has prioritised research in specific sciences with the aim of generating innovations that support our major industries to increase their productivity. However, many of the challenges to uptake of new technologies for local and export markets are social, economic, cultural, and political. Expertise based on the social sciences and humanities is needed to guide the direction of scientific research to meet the needs of consumers and end-users, and to enable successful commercialisation. This may be particularly true for the development of nascent high-potential sectors such as space science, advanced aviation, biotechnology, quantum physics, and artificial intelligence. Interdisciplinary research will also be needed to ensure that introduction of innovative products does not compromise the social and environmental standards that are central to New Zealand's international brand. Other insights from the social sciences and humanities can be translated directly into benefits in economic sectors such as tourism and international education.

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<sup>1</sup> on average over the past 6 years.



Second, research in the social sciences and humanities contributes directly to your government's commitments to improve the lives of New Zealanders by maximising health and wellbeing, boosting employment, advancing educational achievement, and reducing crime. Successful delivery of these benefits for current and future generations depends on policies based on evidence from the social sciences and humanities. It is true that some research in the social sciences and humanities is commissioned by the relevant Ministries to enable implementation and evaluation, and other research is funded from sources such as the private sector and the Tertiary Education Commission. However, this type of research is generally designed to answer specific questions, and therefore tends to result in only incremental benefits. To do more than just slow the negative trends in some of our social and cultural outcomes, continuing investment is needed in fundamental research in the social sciences and humanities that can generate breakthroughs in insights and understanding. Similarly, achieving New Zealand's commitments to global targets on complex challenges such as human rights, development aid, climate change, and environmental sustainability will all require considerable research and expertise in these areas, as will our ability to respond to unknown threats and opportunities in the future.

Third, reduction of funding in the social sciences and humanities is likely to result in the loss of researchers, with a disproportionate impact on women, and on Māori and Pacific researchers.<sup>2</sup> Evidence suggests that early-career academics are most likely to leave, threatening a critical pipeline of thought-leadership for our country. Since research leadership in the social sciences and humanities makes a significant contribution to the relatively high global ranking of New Zealand's universities and other research institutions, loss of researchers would also compromise the international reputation of our tertiary education sector. In turn, this could reduce our ability to participate in lucrative international research collaborations and to achieve your goal of doubling the value of education exports by 2027.

Many of our country's leading thinkers have presented additional arguments and evidence for the value of the social sciences and humanities: [bit.ly/3VFt0zO](https://bit.ly/3VFt0zO)

We strongly advise you to act decisively to continue investment in fundamental research in the social sciences and humanities. Evidence shows that long-term investment in these areas will be essential to the success of your policies to grow New Zealand's economy through innovation, to ensure the wellbeing of our people and our environment, and to fulfil our multilateral commitments to solving global challenges.

We would welcome the opportunity to elaborate on the evidence supporting this advice.

Ngā mihi, nā



Distinguished Professor Dame Jane Harding DNZM FRACP FRSNZ  
**President**

cc Hon Judith Collins, Minister of Science, Innovation and Technology [J.Collins@ministers.govt.nz](mailto:J.Collins@ministers.govt.nz)  
Hon Penny Simmonds, Minister of Tertiary Education and Skills [P.Simmonds@ministers.govt.nz](mailto:P.Simmonds@ministers.govt.nz)

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<sup>2</sup> In aggregate over the past 5 years, 70.0% of researchers on Marsden Fund grants in the social sciences and humanities identified as female, 29.5% as Māori, and 7.4% as Pacific; for research in other disciplines the equivalent proportions were 34.9% female, 3.5% Māori, and 0.3% Pacific (noting that researchers could nominate up to three ethnicities).

## Unitec New Zealand Limited

Meeting of Te Komiti Rangahau o Unitec | Unitec Research Committee

Date of Meeting: 30 January 2025

<b>Title</b>	2025 Unitec Early Career Researcher Contestable Fund Outcomes
<b>Provided by:</b>	Brenda Massey, Senior Grants Advisor
<b>For:</b>	<b>INFORMATION</b>

### Recommendation

That the Committee notes the outcomes of the 2025 Unitec Early Career Researcher (ECR) Fund.

### Key Points

- Ten registrations of interest (ROI) were received. All were given feedback and invited to submit full proposals.
- Nine full applications were received; one person who submitted an ROI did not go on to submit a full application, one person that did not submit an ROI submitted a full application and two applicants that submitted separate ROIs submitted a joint proposal for funding.
- Eight applications were approved; one was partly funded and two are subject to modification before funds will be released.
- One application was declined; the applicant had submitted two applications and the other one was approved.

Full details of the outcomes of the approved applications are as follows:

Applicant	School	Project Title & Outcome	Amount
Kate Harder	Environmental & Animal Sciences	Evaluation of debilitating and zoonotic endoparasites in cats of Auckland, New Zealand	\$11,516
A/P Kristie Cameron	Environmental & Animal Sciences	Using behaviour economics to identify commodities for good welfare in guinea pigs	\$2,400
Dr Sarah Wells	Environmental & Animal Sciences	A morphological and genomic investigation of hybridisation in <i>Naultinus</i> geckos	\$8,490
Dr Soheil Varastehpour	Computing, Electrical &	Development of AI Platform for Real-Time Disease Detection and Classification in Grape and Apple Crops	\$7,000

	Applied Technology		
Nigel Pizzini	Healthcare & Social Practice	Expectations of School Guidance Counsellors	\$3,500
Kait O'Callahan & Sharon Sitters	Healthcare & Social Practice	Exploring Explainable AI for Roster Generation: A Human-Grounded Evaluation with Novice Healthcare Workers	\$15,020
Dr Masoud Shakiba	Computing, Electrical & Applied Technology	Cloud Based Autonomous AgriTech Vehicle Designed for New Zealand	\$2,000
Dr Sameh Shamout	Architecture	'Window of Palestine': Developing an Architectural 3D-Printed Theatre Experience	\$10,500
<b>Total</b>			<b>\$60,426</b>

The themes that came out of this year's assessment of the applications are appended and have been sent to all applicants.

## Information/Background

The ECR Fund provides annual, contestable funding to emerging and established ECRs at Unitec in order to develop their capability, capacity and career progression as a Principal Investigator (PI) on a high-quality applied research project that meets the evaluation criteria.

Applicants were required to signal their interest in applying for ECR funding by completing a RoI. The RoI enabled Tūāpapa Rangahau to check the PI met the definition of an ECR, to assign the PI a mentor (if requested), to give some feedback with the aim of strengthening applicants' full proposals and to identify the types of assessment expertise that would be required at the full application stage. Full applications were invited from eligible PIs and were assessed by a Grants Advisory Committee (GAC), a sub-committee of the Unitec Research Committee, on research quality, impact, engagement, vision mātauranga, capability development and application quality.

The GAC convened on Monday, 25 November 2024 to discuss their assessments and decide the outcome of the submitted applications. Applicants were notified of the outcome of their applications on 3 December 2024.

## Attachments

- 2025 ECR Funding: Themes Identified by the Grants Advisory Committee



### **2025 Early Career Researcher (ECR) Funding Themes Identified by the Grants Advisory Committee (GAC)**

The GAC carefully assessed all applications in adherence with the criteria of the fund. The GAC continues to be impressed by the applied nature of the projects being proposed by Unitec's ECRs.

Compelling applications typically:

- Included new and emerging, other early career researchers, and students from Unitec. This affords Principal Investigators leadership opportunities and provides others a chance to collaborate on the production of research outputs; important if Unitec is to continue performing well in the PBRF.
- Evidenced end-user input into the development of the project.
- Offered internal and external collaborators opportunities to upskill, e.g., in the application of research methodologies.
- Were well referenced, showing a good understanding of the current literature, and providing evidence that the research would address a gap in what is already known.
- Allowed for knowledge transfer in ways over and above conference presentations and publication in academic journals (e.g., through involvement in the research, research training for the relevant community, hui, exhibitions, blogs, public lectures, publication in industry newsletters etc).
- Used consistent terminology which was clearly explained.
- Clearly articulated a research question and/or hypothesis, the research methodology/methods that will be employed, and explained why the particular approach was chosen.
- Clearly articulated the 'why' of the research, i.e., what would change for the better as a result of the research (improved understanding, a streamlined process etc).
- Presented a detailed budget which correlated clearly and appropriately to the resourcing and methods identified elsewhere in the proposal (i.e., showed in some detail what the money would be used for).

Things that could be improved:

- The GAC is noticing an increasing trend in applicants assuming their track record or experience is sufficient to guarantee success, without clearly laying out the methods or a detailed approach in their proposals.
- The roles and responsibilities of all team members should be clearly articulated, particularly the tasks that will be undertaken by research support staff for the money that is being requested.
- Engaging students as participants and contributors is good to see, however a structured framework for student learning objectives should be provided.
- Unitec researchers have access to transcription software, meaning the use of professional transcription services is usually only warranted under extraordinary circumstances.
- Not all GAC members work in the same field as the applicant. Applicants should pitch their proposals to an intelligent but non-specialist audience, e.g., by avoiding jargon, explaining discipline-specific concepts, describing specialist scientific techniques etc.
- GAC membership changes year to year and may be drawn from outside the applicant's institution. Any linkages to previous/related projects should be carefully articulated.
- Applications to progress previously funded projects should very clearly differentiate the new aims, questions, and methods.

## Te Komiti Rangahau o Unitec | Unitec Research Committee Self-Assessment

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**Purpose:** NZQA requires the Committees of Unitec's Academic Board to provide evidence of self-assessment.

### Te Komiti Rangahau o Unitec Self-Assessment Provocations

- Can we improve the way the committee is run?
- Is time well managed?
- Are issues under discussion well-handled and resolved?
- Are the agenda and minutes well handled?
- Are the perspectives of committee members respected and heard?
- Are actions completed and accounted for?
- Were there matters raised and dealt with in the meeting that were particularly helpful or unhelpful?
- Does the committee oversee and ensure compliance within its mandate?
- Does the committee show foresight and proactively engage in continuous improvement?
- Does the committee review and improve the relevant policies, guidelines and regulations?