



# minutes

## Te Komiti Rangahau o Unitec | Unitec Research Committee

Date:	2025-01-30
Scheduled Start:	1300h
Scheduled End:	1500h
Location:	Microsoft Teams

MEETING OPENED:	1300h
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### SECTION 1 – NGĀ KUPU ARATAKI | PRELIMINARIES

#### **Item 1.1** Karakia Tīmatanga | Opening Prayer

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

The chair warmly welcomed members of the committee to the meeting.

Hinewaimarama Reihana-White updated the committee on her recent name change (from Tanya White). Hinewaimarama (Hinewai) is Tanya's tūpuna name (Ngāti Maniapoto).

**Action:** Brenda Massey to update all committee documentation to reflect Hinewai's new name.

It was noted that the committee's membership has not changed from the end of last year, however a new student rep needs to be recruited (discussed further in Section 6.1 below).

The Chair thanked Leon Tan for so ably chairing the November meeting in his absence.

### SECTION 2 – STANDING ITEMS

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

##### **Members Present**

1. Hadley Brown (Chair)
2. Arun Deo
3. Hinewaimarama Reihana-White
4. Norasieh Md Amin
5. Kristie Cameron (until 2pm)
6. Xinxin Wang
7. Leon Tan

8. Hamid Sharifzadeh
9. Lian Wu
10. Daisy Bentley-Gray (from 1.15pm)
11. Khaled Ibrahim (from 1.20pm)

Total members represented: 11 members

#### Apologies

1. Helen Gremillion
2. Kristie Cameron (for early departure)
3. Daisy Bentley-Gray (for late arrival)
4. Khaled Ibrahim (for late arrival)
5. Mel Wong (MIT)

Total apologies: 4 members + 1 invited guest

#### Absent

1. Kambiz Borna

Total absent: 1 member

#### MOTION

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

**Moved: Kristie Cameron**

**Seconded: Aiono Manu Fa'aea**

**MOTION CARRIED**

#### Quorate Status

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

#### Hunga Mahi | Staff in Attendance

1. Brenda Massey, Acting Secretary
2. Aiono Manu Fa'aea, MIT

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

#### MOTION

**That the committee approves the minutes of the 2024-11-14 meeting as a true and accurate record.**

**Moved: Hamid Sharifzadeh**

**Seconded: Lian Wu**

**MOTION CARRIED**

#### Item 2.3 Mahia Atu | Matters Arising

Agenda Item(s)	Action	Responsible	Outcome
2.3	Seek James Meyer's (Digital Operations Lead – Region 1)	Brenda Massey /	Brenda Massey emailed James Meyer on 23 Sept and 15 Oct requesting him to attend a

	input on how the difficulties Unitec's IT policies and procedures are posing to teaching and research endeavours could be navigated.	Hadley Brown	<p>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".</p> <p>The committee agreed not to pursue this item any further on the understanding that the kōrero between James and Martin will occur.</p>
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>Complete. 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	Arun Deo	Complete. Following discussions with Marcus Williams, it was agreed that during the 2025

	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.		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. Arun and Nora have already briefly discussed this mahi. The working group expects to be in a position to feed back the results of the scoping exercise to the committee mid-year.
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

Hadley Brown caught up with Marcus Williams, Director Research and Enterprise, Unitec & MIT, and Jamie Smiler, National Research Director, Te Pūkenga, yesterday. Jamie's role has not been disestablished, and he is seeking feedback on how he can best support research at Unitec and MIT in 2025 (in an advocacy, rather than an operational capacity). Because his is a national role, Jamie has oversight of all ITP research. The committee felt it would be a good idea to ask Jamie what support he feels he could provide, and to seek an update from him on Te Pūkenga's research strategy.

**Action:** Brenda Massey to invite Jamie Smiler to the next meeting.

It was noted that the current Unitec Research Strategy has reached the end of its tenure. To manage this, agenda item 3.4 proposes to roll over the strategy into 2025. The rationale being that Marcus Williams is stepping down as Director Research and Enterprise this year, and it will be important that the new Director has an opportunity to input into a new strategy. If there is interest from the committee to form a one-year interim plan, or to review the current action plan and add a few initiatives, this could be considered.

Marcus Williams will attend a future meeting to update the committee on the transition to a new Director.

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

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

The nomination for the appointment of Dr Mary Yan as an Honorary Research Fellow was approved.

##### **MOTION**

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

**Moved: Daisy Bentley-Gray**

**Seconded: Xinxin Wang**

**MOTION CARRIED**

**Action:** Brenda Massey to advise the nominator, Linda Aumua, of this outcome.

#### **Section 3.2                      Honorary Research Fellowship Nomination – Dr Jacques de Satge, School of Environmental & Animal Sciences**

The nomination for the appointment of Dr Jacques de Satge as an Honorary Research Fellow was approved.

##### **MOTION**

**That the committee approves the appointment of Dr Jacques de Satge as an Honorary Research Fellow within the School of Environmental & Animal Sciences.**

**Moved: Nora Md Amin**

**Seconded: Kristie Cameron**

**MOTION CARRIED**

**Action:** Brenda Massey to advise the nominator, A/P Laura Harvey, of this outcome.

#### **Section 3.3                      Minimum Criteria of a Presentation (non-conference)**

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

Arun Deo clarified that the definition under discussion only applies to events held at Unitec, not events that are held offsite.

The rationale for stipulating that at least 50% of the presenters should be from Unitec was queried. If a Unitec researcher takes part in a Presentation (non-conference) event, and it so happens that additional presenters are not Unitec staff, it is unclear how that diminishes the status of the associated output. The committee requested that this criterion be removed.

It was queried how the figure of “a minimum of 15 attendees” was arrived at. Arun Deo responded that 15 is a suggestion for the committee to discuss.

A case was made that sometimes, in the case of wānanga for example, there might be a limit on the number of attendees, perhaps due to the mode of delivery (e.g., one to one ratios of knowledge holders to participants). Perhaps it would be more appropriate to specify a range when talking about a minimum number of attendees, e.g., 12-15.

The committee agreed that there should be a minimum standard for the composition of the audience, and one third of the audience being external is a good place to land.

If was queried why we want to count internal presentations as outputs in the first place. Arun Deo responded that schools often organise presentation (non-conferences) in order for staff to generate outputs that contribute towards the Research Productivity Traffic Light (RPTL). Such outputs will count for the RPTL if there are 12-15 attendees, and one-third of them are external. Outputs that contribute to the RPTL do not have to be quality assured.

It was queried how you would verify the number of attendees and the number of external attendees. Arun Deo responded that you must provide a conference programme/timetable of who is presenting, a copy of your PowerPoint presentation, and an attendance sheet which clearly clarifies who is external (i.e., a list of attendees’ names and organisations).

The committee asked whether attendees from other ITPs, e.g., MIT, count as ‘external’. Arun Deo responded that currently Unitec and MIT are still part of Te Pūkenga, so if you invite someone from MIT they do not currently count as external.

#### **MOTION**

**That the committee approves the definition of a Presentation (non-conference) for the purposes of verification in Unitec’s Research Output Management System (ROMS) as presented, subject to removing the requirement that at least 50% of the presenters should be from Unitec and changing the minimum number of attendees from 15 to 12-15.**

**Moved: Aiono Manu Fa’aea**

**Seconded: Hinewai Reihana-White**

**MOTION CARRIED**

**Action:** Arun Deo to present the finalised definition of a Presentation (non-conference) at the committee’s next meeting ‘for information’.

### **Section 3.4 Unitec Research Strategy 2020-2024**

The committee discussed the recommendation that it approves the roll-over of the Unitec Research Strategy 2020-2024 into 2025.

It was queried whether the recommendation should be that the committee approves the roll-over of the Unitec Research Strategy 2020-2024 *from* 2025. The Chair responded that with a new Director Research and Enterprise coming onboard in 2025, that person may want to revise the current strategy or develop a new one, so the word ‘into’ ensures flexibility.

The committee agreed that it doesn’t make sense to put anything new in place at this time. The 2020-2024 Strategy is still very relevant.

## **MOTION**

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

**Moved: Aiono Manu Fa'aea**

**Seconded: Khaled Ibrahim**

**MOTION CARRIED**

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

### **Section 4.1      Science System Advisory Group Report**

The committee discussed the report from the Science System Advisory Group (SSAG) and the changes the Government has subsequently announced to Aotearoa/New Zealand's science, innovation and technology system.

An infographic in the report shows a National Research Council (NRC) with a solid line to the universities, but only a dotted line to ITPs. It was queried whether this means we risk being excluded from the externally funded research ecosystem. What kind of research will we be restricted to in the future? Will we be restricted to research that just accompanies postgraduate studies? Or will we still be allowed to do industry and community relevant research that has impact? Is there an agenda to simplify the whole science ecosystem and have fewer players so that there are more funds available to go amongst fewer research providers?

There is also only a dotted line from the NRC to the Royal Society. Kristie Cameron is the Co-Chair of the Royal Society's ECR Forum Committee. The Royal Society is working hard to advocate for ECRs, and indeed all researchers. However, they have had to respond to the government's directive that 50% of grants from the Marsden Fund must now have the potential for economic benefit. The new Marsden Fund 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. Research in the social sciences and humanities disciplines is vital, however. 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.

It was also noted that the infographic groups ITPs with wānanga. Like Unitec, wānanga have their own research units, e.g., Te Wānanga o Aotearoa has Te Manawahoukura, and they secured a Marsden Fund grant in 2024.

In terms of the infographic, it is perhaps unsurprising that ITPs' position in the system architecture is unclear, as the consultation undertaken by the SSAG was very much pitched at seeking opinion and feedback from the university sector.

The committee queried whether there is a role for Jamie Smiler and/or Te Pūkenga to further communicate the committee's concerns to the Minister. There are also wider equity issues that should be addressed. E.g., the new Tāwhia te Mana Research Fellowship opportunity. The vast majority of the fellowships awarded went to university researchers, why was this the case? It does seem that ITP research is poorly understood and/or is not valued.

### **Section 4.2      Changes to the Marsden and Catalyst Funds**

This item was discussed in section 4.1.

## SECTION 5 - NGĀ TUKUNGA | ITEMS TO RECEIVE

### **Section 5.1                      2025 Unitec Early Career Researcher Contestable Fund Outcomes**

Brenda Massey updated the committee on the outcomes of the 2025 Unitec Early Career Researcher (ECR) Fund.

The committee commented that it is good to see such wide-ranging research subjects, and that it is fantastic to have an internal product that incentivises ECRs.

## SECTION 6 - KUPU WHAKAMUTUNGA | CLOSING

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

The committee is required to include a student rep. The committee has had quite patchy attendance from student reps in the past. The Chair would welcome nominations for a student rep from the committee. Ideally the committee's student rep would be a student who has engaged in, e.g., a summer internship or some sort of supervised research activity. This type of prior experience will make the committee's discussions a lot more relevant to them.

**Action:** Brenda Massey to call for nominations from the committee for a student rep.

### **Section 6.2                      Komiti Self-Assessment**

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

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

**MEETING CLOSED:**                      1415 h

## SUMMARY OF ACTIONS

Agenda Item(s)	Action	Responsible	Outcome
1.2	Update all URC documentation to reflect Hinewaimarama Reihana-White's new name.	Brenda Massey	



2.3	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 mid-2025.	Nora Md Amin / Arun Deo / Hamid Sharifzadeh	
2.3	Invite Jamie Smiler, National Research Director, to attend the URC's next meeting.	Hadley Brown / Brenda Massey	
3.1	Advise the nominators of the approval of Dr Mary Yan and Dr Jacques de Satge as Unitec Honorary Research Fellows.	Brenda Massey	
3.3	Present the finalised definition of a Presentation (non-conference) at the committee's next meeting 'for information'.	Arun Deo	
6.1	Call for nominations from the committee for a student rep.	Brenda Massey	