

**AUSTRALIAN NATIONAL UNIVERSITY
UNIVERSITY RESEARCH COMMITTEE**

Meeting No. 1, 2008

Meeting No. 1, 2008 of the University Research Committee will be held on

**Tuesday 11 March 2008
at 2.00 pm
in the Ross Hohnen Room of the Chancelry**

Apologies:
Ext.54080

J A Bruce
Secretary to the Committee

AGENDA SUMMARY

PART 1: GENERAL ITEMS

- 1. Minutes**
- 2. Matters Arising**
- 3. Announcements and Apologies**

PART 2: REPORTS AND POLICY ITEMS

- 4. University Policy Committees**
- 5. Research Governance Matters**
- 6. Report from the Deputy Vice-Chancellor**
- 7. Innovation and Education**
- 8. Higher Degree Research Training Review**
- 9. Computing Infrastructure**
- 10. Open Access: Directions**
- 11. Research Integrity**
- 12. Research Related Policies**
- 13. Reports from ANU Colleges**

PART 3: ITEMS OF OTHER BUSINESS

- 14. Other Business and Question Time**

Procedural Matters for Members to note:**OPERATING PROCEDURES**

The operating procedures of the University Research Committee are detailed in paper 69/2008 (at http://info.anu.edu.au/OVC/Committees/060PP_Research/index.asp).

CONFIDENTIAL ITEMS

Consistent with the policy and practice of Council, all matters in the agenda of the University Research Committee relating to individual persons, including appointments, enrolment, candidacy for degrees, personal details, performance and conduct are declared to be confidential. If any member wishes to raise a confidential matter in relation to any other item, he or she should do so under Item 3.3. After consideration of the confidential items, observers will be admitted to the meeting.

DISCLOSURE OF PECUNIARY OR MATERIAL PERSONAL INTEREST

Sections 27F to section 27H of the *Commonwealth Authorities and Companies Act 1997* <http://scaleplus.law.gov.au/html/pasteact/2/3067/top.htm> impose a duty to disclose any material personal interest in a matter which relates to the affairs of the University. This disclosure must give details of the nature and extent of the interest, the relation of the interest to the affairs of the University, and be given at a meeting as soon as practicable after the person becomes aware of the interest. The nature and extent of the interest must be recorded in the minutes of the meeting. Unless the meeting determines otherwise, a person who has a material personal interest in a matter must not be present while the matter is being considered at the meeting, and must not vote on the matter.

USE OF INSIDE INFORMATION OR POSITION

Under sections 24 and 25 of the *Commonwealth Authorities and Companies Act 1997*, a member of the University Research Committee must not make improper use of his or her position or of inside information to gain an advantage for himself or herself or to cause detriment to the University or to another person.

jab/3 March 2008

PART 1: GENERAL ITEMS

ITEM 1. MINUTES

The unconfirmed minutes of Meeting No. 4, 2007 of the University Research Committee (996/2007 attached) held on 25 October 2007 have been circulated (published at http://info.anu.edu.au/OVC/Committees/060PP_Research/meetings.asp)

For confirmation

ITEM 2. MATTERS ARISING

ITEM 3. ANNOUNCEMENTS AND APOLOGIES

3.1 Apologies

To be received

3.2 Announcements

For noting

3.3 Confidential Items

Confidential Items will be dealt with in this part of the agenda.

For consideration

PART 2: REPORTS AND POLICY MATTERS

ITEM 4. UNIVERSITY POLICY COMMITTEES

PURPOSE

For members to note the current provisions for the operation of the University's Research policy Committee.

BACKGROUND

Council, at its meeting on 7 December 2007, approved the *Academic Board and University Policy Committees Rules 2007* (published at <http://www.anu.edu.au/cabs/rules/acadboard&subcteesrules.pdf>)

The membership, terms of reference, conduct of meetings and provisions relating to alternates for the University Research Committee are detailed in the attached extract (70/2008) from the *Rules*.

The *Membership and Operating Procedures* of the University Research Committee have been updated (paper 69/2008 attached) and published at <http://www.anu.edu.au/cabs/rules/acadboard&subcteesrules.pdf>

Membership changes from 2008 are:

- Pro Vice-Chancellor (Education): Professor Elizabeth Deane
- ANU College of Arts and Social Sciences representative: Dr Andrew Leigh
- ANU College of Medicine and Health Sciences: Professor Paul Gatenby
- President, ANUSA, or nominee: Mr Mark Smyth (nominee)
- President, PARSA, or nominee: Mr Winston Choo (nominee)

The Committee membership has been published at:

http://info.anu.edu.au/OVC/Committees/060PP_Research/membership.asp

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee note the extract (70/2008) from the legislation relating to the University Research Committee, the Committee's updated *Membership and Operating Procedures* (69/2008), and incoming members.

ITEM 5. RESEARCH GOVERNANCE MATTERS

PURPOSE

- (i) To invite College Research Committees to include standard components in their Terms of Reference.
- (ii) To revise the Terms of Reference of the Major Equipment Committee.
- (iii) To establish sub-committees of the Major Equipment Committee:
 - a) Electron Microscopy Management Committee;
 - b) ANU Biosciences Advisory Committee.

BACKGROUND

The 2007 AUQA *Report of an Audit of the Australian National University* recommended that “ANU, in order to achieve a seamless research structure with effective planning and monitoring, ensure that college research committees have consistent terms of reference that link directly to those of the University Research Committee”.

The attached paper ([72/2008](#)) proposes a means by which the AUQA recommendation could be effected within the existing governance framework.

The University Research Committee currently has four formal sub-committees. Three are concerned with ethical and legislative requirements for research at ANU (Human Research Ethics Committee, Animal Experimentation Ethics Committee, and Recombinant DNA Monitoring Committee). A fourth is the Major Equipment Committee (MEC).

The attached paper proposes revisions to the terms of reference of the Major Equipment Committee (MEC) and the formation of two sub-committees of the MEC.

SPONSOR Deputy Vice-Chancellor

RECOMMENDATIONS

That the Committee notes and endorses:

- (i) the standard elements for the terms of reference for College Research Committees;
- (ii) the revised terms of reference for the Major Equipment Committee.
- (iii) the terms of reference for the Electron Microscopy Management Committee and the ANU Bioscience Services Advisory Committee.

ITEM 6. REPORT FROM THE DEPUTY VICE-CHANCELLOR

PURPOSE

For the Deputy Vice-Chancellor to report on matters of interest to the Committee.

BACKGROUND

The Deputy Vice-Chancellor will report on current issues:

- University Retreat
See presentations at:
http://info.anu.edu.au/OVC/Executive/070PP_Reports_and_Papers/index.asp
- Major Equipment Committee:
Attachment: Report of the 2007 funding round ([71/2008](#))
- Reviews:
 - Bioscience
See Report at
http://info.anu.edu.au/OVC/Executive/_Files/_anu_only/Biosciences_Review_Report.pdf
 - Review of Information Services
 - Chemistry: A review is underway
- NCRIS: Platforms for Collaboration developments
- ANU-Yale Fellowship Scheme
See ANU-Yale Fellowships 2008 at:
http://info.anu.edu.au/OVC/US_Development_Office/010PP_Programs/_files/_ANUYaleFellowship_finalv1.pdf
- Staffing

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee note the report from the Deputy Vice-Chancellor.

ITEM 7. INNOVATION AND EDUCATION

PURPOSE

For members to receive an overview of Government arrangements and the future of funding.

BACKGROUND

The Deputy Vice-Chancellor will speak to the following topics:

- . Departmental structure, arrangements and Ministers
- . Future of RQF
- . Compacts
- . Hub and Spoke
- . 2020 Summit
- . Review of National Innovation System

The presentation made to the Leadership Retreat about the Government Innovation and Research Agenda is accessible at:

http://info.anu.edu.au/OVC/Executive/070PP_Reports_and_Papers/index.asp

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee note the overview and matters arising in discussion.

ITEM 8. HIGHER DEGREE RESEARCH TRAINING REVIEW

PURPOSE

To receive and comment on the Report and Recommendations from the Higher Degree Research Training Review.

BACKGROUND

The management of higher degree research processes and a review of training at ANU were topics for discussion at the February 2007 University Retreat. The HDR Training Review Reference Group, chaired by Professor Thomas, was subsequently established by the Vice-Chancellor to consider improvements to higher degree research training. It has been supported during the past year by Working Parties in the areas of:

- Attraction and Recruitment
- Content and Supervision of the HDR training program
- Scholarships and Funding
- Administrative Arrangements
- Management Advice and Reporting

The Vice-Chancellor has approved implementation of the recommendations of the Review and work has commenced.

Attachments:

- *2007 Review of Higher Degree Research at ANU Summary Report*, January 2008 ([48/2008](#)) See: http://info.anu.edu.au/OVC/Committees/040PP_Education/uecmtg1_2008/48/SummaryReport2007RHDRFinalfeb08.pdf
- *2007 Higher Degree Research Review Recommendations and Implementation Plan* ([49/2008](#)) See: http://info.anu.edu.au/OVC/Committees/040PP_Education/uecmtg1_2008/49/HDRreviewrecimplplanfeb08.pdf
- Establishment of the Higher Degree Research Committee ([65/2008](#))

SPONSOR: Professor Mandy Thomas, Pro Vice-Chancellor

RECOMMENDATION

That the Committee:

- (i) note the *2007 Review of Higher Degree Research at ANU Summary Report* (48/2008); and
- (ii) note the recommendations and implementation plan;
- (iii) note the proposed establishment of the Higher Degree Research Committee as a sub-committee of the Education Committee (65/2008).

ITEM 9. COMPUTING INFRASTRUCTURE

PURPOSE

For discussion of the major findings of the ANU e-Research Task Force Report.

BACKGROUND

Professor Jim Williams, Chair of the ANU e-Research Task Force, will give a presentation on the findings of the Report.

Finalisation of the Report, which was commissioned by the Vice-Chancellor some twelve months ago, was deferred pending developments in relation to the National Collaborative Research Infrastructure Strategy (NCRIS). The full Report and recommendations are currently with the Vice-Chancellor.

SPONSOR: Pro Vice-Chancellor

RECOMMENDATION

That the Committee provide advice on the major findings of the ANU e-Research Task Force Report.

ITEM 10. OPEN ACCESS: DIRECTIONS

PURPOSE

For discussion of a framework and policy setting for open access.

BACKGROUND

Attachments:

- Openness: facilitating access to knowledge ([75/2008](#)) from the Pro Vice-Chancellor
- *Open Access: A Response to Changes in Modes of Scholarly Communication* ([76/2008](#)) prepared by the Director, Scholarly Information Services

The first of these documents provides a framework for considering “openness”. The second document is about current achievements and directions.

SPONSOR: Pro Vice-Chancellor

RECOMMENDATION

That the Committee:

- (i) note the paper *Open Access: A Response to Changes in Modes of Scholarly Communication* (76/2008), achievements to date, and opportunities for the immediate future; and
- (ii) convene a working party to report back to the Research Committee on the development of a position statement and associated impact on existing policies.

ITEM 11. RESEARCH INTEGRITY

PURPOSE

To receive an update on the ARIES Ethics and Biosafety Modules development and function.

BACKGROUND

(i) Re. the release of the ARIES human research ethics module:

The National Statement on Ethical Conduct in Human Research was released last year and the Office of Research Integrity revised its human research ethics processes accordingly, at the same time taking the opportunity to introduce the ARIES on-line application process.

A new three-level classification of ethical risk is used to simplify the preparation and ethical review of protocols, and to streamline the ethical review of low-risk protocols.

The three levels are:

- a. Low-risk protocols E1 (Expedited Level 1 - E1). These engage participants only in activities that they would encounter in normal everyday life.
- b. Low-risk protocols E2 (Expedited Level 2 - E2). These engage participants who are fully competent and not vulnerable in research settings that are in a relatively benign way not what the participants would encounter in everyday life.
- c. High-risk protocols (Full review - F) engage participants who are in some way vulnerable, or research settings that are particularly unusual or uncomfortable.

E1 protocols are reviewed by the Chair or Deputy-Chair of the HREC. The aim is for a 5-day turn around with regard to E1 protocols

The ANU established two new Delegated Ethics Review Committees (DERCs) to review E2 protocols. One DERC reviews research in the humanities and social sciences (i.e. researchers within CASS, CAP, CBE and ACoL) and the other reviews research in science, medicine, and engineering (i.e. researchers within COS, CMHS and CECS). In respect of membership, committee procedures, ethical review, and ethical clearance, the DERCs largely followed the format of the previous LESC. However, the business processes supporting the DERCs was revised to capture the efficiencies of on-line processing - for example, administrative services for DERCs is provided by the Ethics Office rather than the Colleges.

From the perspective of users, ethics administrators and review committees the new system is being met with approval. The expedited review of E1 and E2 protocols offers considerable time efficiencies to researchers. Administrative processes have been streamlined. To facilitate on-line application processes weekly training sessions are being conducted by the ORI.

(ii) ARIES Recombinant DNA (Biosafety) module:

This module is in development. It is expected that a trial version will be delivered during March. Following this the system will be trialed with input from stakeholders.

(iii) ARIES Animal Ethics Module

The ARIES animal ethics module has been running for two years. It has considerably facilitated reporting to a number of State and Territory governments and the NH&MRC, however it needs upgrading in order to facilitate the ease of on-line application. Work has commenced with regard to this.

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee note the update provided by the Director, Office of Research Integrity and the Deputy Vice-Chancellor.

ITEM 12. RESEARCH RELATED POLICIES

PURPOSE

For members to comment on any research related policies issues.

BACKGROUND

12.1 Annual report

Attachment: [EMU](#) Annual Report for 2006

See also Item 5. above for the terms of reference for the Electron Microscopy Management Committee.

12.2 Human Research Ethics Committee

Attachment: HREC terms of reference ([56/2008](#))

The terms of reference have been revised to add a section (Section 6) that details research that can be exempted from review.

12.3 Changes to policies

- Undertaking Individual Consultancies and Professional Practice (52-day rule) See revised policy at http://info.anu.edu.au/Policies/_DRO/Procedures/52_Day_Rule.asp

The policy has been updated by the Human Resources Division for the purposes of clarifying:

- . The ANU College structure
- . Providing scope with respect to area of professional practice and the need for staff to take out their own professional indemnity
- . Reference to the Additional Services Guidelines and the web link
- . Addressing conflicts of interests with competing Universities
- . Defining University resources that include stationary, computing equipment, telephone, use of laboratories or use of other University equipment
- . Clarifying issues about undertaking the consultancy

- Responsible Practice of Research

Attachment: *Policy: Responsible Practice of Research* (draft [74/2008](#))

12.4 National Higher Education Accreditation

Attachment: ANU's [Submission](#), dated 27 February, to the *Joint Committee on Higher Education Inquiry into the desirability of a national higher education accreditation body – Consultation discussion paper* (at

http://info.anu.edu.au/OVC/Committees/040PP_Education/_uecmtg1_2008/JC_HECConsultationDiscussionPaper.pdf)

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee:

- (i) note the revised Policy: Responsible Practice of Research and advise the Chair in relation to the proposed revisions, pending release of the document to ANU College Deans for comment; and
- (ii) note the remaining items and any matters raised in discussion.

ITEM 13. REPORTS FROM ANU COLLEGES

PURPOSE

To receive reports from the Chairs of ANU College Research Committees and for members to raise any research issues emerging in ANU Colleges.

BACKGROUND

The Chairs of ANU College Research Committees, or their representatives, are invited to report on current research activities and to raise any issues for discussion.

Reports in summary form may be submitted to the Secretary for inclusion in the minutes.

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee note the reports and any matters arising.

PART 3. ITEMS OF OTHER BUSINESS

ITEM 14. OTHER BUSINESS AND QUESTION TIME

PURPOSE

For Committee members to ask questions and raise items of other business.

BACKGROUND

- Grants and consultancies
 - . 1 – 31 October 2007 ([64/2008](#))
 - . 1 November 2007 to 31 January 2008 ([63/2008](#))
- The reports on grants and consultancies may be viewed at the Committee website.

SPONSOR: Deputy Vice-Chancellor

RECOMMENDATION

That the Committee note the matters raised and the responses.