

# MINUTES

MEETING	<b>Crawford School of Public Policy, HDR Committee Meeting</b>
MEET No.	2019/05
VENUE	Murdoch Room, Old Canberra House
DATE/TIME	06 November 2019 1pm until 4pm
CONTACT	Tracy McRae, cap.hdr@anu.edu.au

## Part 1. Formal items

### 1. Announcements and apologies

The HDR Committee expressed their thanks to Jennifer Hunt for all her contributions to the past HDR committee meetings. The HDR Committee formally welcomed Mike Cohen to the HDR Committee as new NSC Convenor.

### 2. Approval of minutes from previous meeting

Megan Poore moved that the minutes should be approved, seconded by Long Chu

### 3. Action item review

#### 3.1 Stata licences

Stata 16 upgrade to be installed on all on-campus computers only.

Action: Megan Poore and ITS. Ongoing.

#### 3.2 Copy editing guidelines

Megan Poore advised that there was no update.

Action: Megan Poore is working on formal guidelines. Ongoing.

#### 3.3 Pooling issue of coursework

Student reps reported a preference among PhD students for pooling of courses while also providing courses relevant to specific programs.

It was also reported by the student reps that the HDR students in POGO and RE&D would prefer an overarching Methods course plus a suite of courses to choose a second course from. The generic Methods course would encourage a cohort mentality and the individual course would allow flexibility to undertake a course relevant to the students PhD.

**Action:** To be discussed at next meeting. Ongoing.

### 3.4 Budget for printing PhD theses for teaching purposes

Megan Poore requested an annual budget for printing of thesis for teaching purposes and so that PhD students could view them. The committee approved \$900 per year.

**Action:** Complete

### 3.5 Full Supervisory panels for TPR: Reminder

Convenors were advised to remind their program supervisors that a full supervisory panel must be in place before a TPR can be presented.

**Action:** Convenors to remind supervisors that a full panel are in place before TPR presentation.

### 3.6. Primary Supervisor numbers and back-up supervisor clarification

A discussion took place regarding the number of students that an academic can be primary supervisor and back up supervisor for. The program convenors were advised that the ANU 2018 Research Award Rules states that the maximum number for primary supervisions is 6.

**Action:** HDR Director to email program convenors to inform their program supervisors of maximum number permitted as Primary Supervisor on supervisory panel.

## Part 2. Reports

### 4. HDR Director report

1. The HDR director reported that the new HDR Supervision framework is underway. Online Modules online and workshops are available to assist supervisors.
2. He also reported that the oral exam pilot is preparing to launch. A discussion took place regarding volunteers and presence of examiners. Crawford School are interested to learn more.

### 5. PhD Academic and Research Skills Advisor report

1. Megan Poore advised that the PhD students were getting ready for PhD Event for next year. Asking for volunteers by Friday 8<sup>th</sup> Nov.

2. She reminded the committee the timeline by which Crawford funding applications are received.  
Convenors are to remind students. Applications must be received at least 14 days in advance.

6. **Crawford Student Representative report**

The representative spoke of the "10 weeks of YOGA" supported by PARSA. They advised that it was a lot of effort for not a huge turnout. Maybe there would be a larger turnout if partners and academics could attend. They also discussed that ANU sport requested promotional photos (as they funded the event with PARSA) and wanted approval to take photos.

They also advised that they were thinking about organising an end of year event for PhD students.

7. **ACDE Convenor's report**

The ACDE convenor advised that as there were so many students registering for seminars, they were running out of seminar slots. The demand was larger than space available.

8. **NSC Convenor's report**

The NSC convenor proposed to have an ANU International Relations conference. This would mean that ANU IR students could present, practise and meet other IR students. Also to possibly hold practise oral sessions.

9. **POGO Convenor's report**

A discussion took place regarding admittance of ACDE applicants under the POGO banner, if they were unsuccessful in gaining admission to ACDE. Convenors need to be sure of which academics are located in which program. This was recognised as an ongoing problem.

It was advised that positive determine of where academics were located in each program was required moving forward. The HDR Director will chat with Fiona Yap regarding this matter.

10. **RE&D Convenor's report**

Nothing to report

## **Part 4. General business**

11. Funding applications - 12 to be assessed.
12. Admission applications
13. Scholarship assessment Domestic AG RTP

## **Part 5. Other business**

The next Crawford HDR meeting is scheduled for 1pm Wednesday, 11 March 2020, Murdoch Room, Old Canberra House, building 73.

Action ID	Description	Responsibility	Status	Notes
3.1	Set up security group for testing. On Campus computers only.	Megan Poore	Ongoing	
3.2	Copy Editing- Working on guidelines.	Megan Poore	Ongoing	
3.3	Student reps report that preference among PhD students for pooling courses while also providing courses relevant to specific programs. Course convenors for POGO and RE&D to meet and develop possibilities. Discuss at next meeting	Convenors	Ongoing	
3.5	Convenors to remind supervisors that a full panel are in place before TPR presentation.	Convenors	Ongoing	
3.6	HDR Director to email program convenors to inform their program supervisors of maximum number permitted as Primary Supervisor on supervisory panel.	HDR Director Convenors	Ongoing	