

CRAWFORD SCHOOL HDR COMMITTEE

Meeting No. 4/2022 of the Crawford School HDR Committee was held on 7 September 2022 at 2pm via Zoom

Present: Elise Klein (Chair), Mike Cohen, Long Chu, Kuntala Lahiri-Dutt, Michael Di Francesco, Megan Poore, Tracy McRae, Chell Lyons (student rep), Alexander Cox (student rep)

CONFIRMED MINUTES

PART 1 - Formal Items

ITEM 1 Announcements and Apologies

None

ITEM 2 Approval of minutes from previous meeting

Megan Poore moved that the minutes be approved. Seconded by Long Chu

PART 2 - General Business

ITEM 3 Action items for review

All action items from last meeting were reviewed.

Action Item 1 completed

Action Item 2 completed

Action Item 3 completed

Action Item 7 completed

Action Item 8 completed

ITEM 4 HDR Director Report

Elise Klein gave updates on the below points:

- HDR Welcome Event
- Outstanding Supervisor eforms
- Crawford HDR Public SharePoint site (Central point for programs, forms, RAR etc)
- Join a working group regarding TPR process. Feedback from students regarding recommendations to potentially make amendments to the TPR process.
- Supervisor Indigenous Online course convened by UTS
- Leadership meeting School manager budget for 2023. Recommendations were:
 - Increase in Crawford HDR Funding to \$9000

- Restarting the HDR retreat
- Funding for students to provide new seminar series. Maybe \$1000 per student.
- Monthly HDR Catch up/ morning tea
- Payment for teacher training courses for HDR studiers including workshops to reflect on learnings. Grouping similar disciplines together.
- Suggested to allocate \$2-4K per student to publish an article. This funding would be separate from HDR Funding.
- View what proportion of students actually use all of the \$7K before going ahead with increase to \$9K.

Action: HDR Convenors to give feedback to Elise Klein and rank in order of preference regarding school budget recommendations.

ITEM 5 PhD Academic and Research Skills Advisor report

Megan Poore gave updates on the below points:

- Training information session
- Continuing with student weekly check-ins.

ITEM 6 Crawford Student Representative report

Chell Lyons: Huge support from the Crawford cohort regarding an increase of stipend.

Alex Cox: Mentioned that CAP HDRC also discussed the need to increase student scholarship stipend amount. It was suggested to increase from \$28k to \$35K per annum. This increase would help boost enrolment numbers and accommodation prospects for PhD students.

ITEM 7 HDR Review Timeline Implementation

A discussion took place regarding the timeline for convenors to report back regarding activities/reflections on implementing the recommendations from the HDR Program review – see convenors reports.

PART 3 - Convenor reports

ITEM 8 IDEC Convenor report

Long Chu discussed that the International AGRTP scholarship deadline was hard for some students to meet, as this is the end of their year.

Long Chu did not have any further recommendations regarding the program review.

Action: Long Chu to let Tracy McRae know if any ACDE students were not on ACDE mailing list.

ITEM 9 NSC Convenor Report

Mike Cohen discussed:

- Quality over quantity of application
- Increasing the number of female students
- Increase in maintaining alumni students information online NSC website
- SRW Applicants

ITEM 10 POGO Convenor Report

Michael Di Francesco discussed:

- POGO Program review
- Identifying strategies in recruiting indigenous scholars
- Reminder to new staff regarding NOI process and how to respond
- Trying to build teaching cohorts

ITEM 11 RE&D Convenor Report

Kuntala Lahiri- Dutt discussed:

- Alumni students career path options
- Diversity of PhD students

PART 4 - Other Business

ITEM 12 Any Other Business

None

ITEM 13 Disestablishment of PAAS thesis course codes no longer used.

Approved

ITEM 14 Addition of MPhil thesis course codes for IDEC8550F/EMDV8550F in P&C

Both approved

ITEM 15 Applications for admission

Eight for assessment. All accepted for admission

ITEM 16 Application for HDR funding

Three for assessment. All approved for funding

The next Crawford HDR meeting is scheduled for Wed, 9 November 2022, at 2pm via Zoom

Action Items

Action Item	Description	Responsibility	Status	Notes
4	HDR HDR Convenors to give feedback to Elise Klein and rank in order of preference regarding school budget recommendations	HDR Convenors	New	
8	Long Chu to let Tracy McRae know if any ACDE students were not on ACDE mailing list.	Long Chu	New	