



## Background information on the PBRF Sector Reference Group

This document provides background information about the PBRF Sector Reference Group for the Quality Evaluation 2025. This information is provided to support the nominations process for membership of the group.

### The role of the SRG

The PBRF Sector Reference Group (SRG) for the Quality Evaluation 2025 will provide advice and recommendations to the TEC on how to implement Cabinet's decisions and on what further changes could be made to the design of the 2025 Quality Evaluation before its implementation.

This involves:

- › meeting regularly (including by video-conference),
- › reviewing any papers prepared as part of the TEC's Quality Evaluation review work, and undertaking further analysis as required,
- › identifying options for resolving issues, and communicating these options in the form of consultation papers for sector feedback, and
- › reviewing sector feedback and agreeing recommendations for TEC consideration.

In the last PBRF round, the SRG met every two months over a two-year period, with a total of about 80 hours of meeting time as well as time required for travel, reading, and preparation. We see clear benefits in holding face-to-face SRG meetings. However, given the potential for ongoing restrictions related to COVID-19, for this round the SRG may need to meet remotely for some or all of the time. We will discuss the best way to manage this with the Co-chairs and SRG members once they have been appointed.

For the 2025 PBRF, the group will first meet in the week of **20 September 2021** and will disband following the release of the final Guidelines in June 2023.

### The high level SRG process

The process the SRG follows in considering the design of the 2025 Quality Evaluation will be as follows:

- › the SRG decides on topics for issues/consultation papers (including seeking feedback on any additional issues for consideration),
- › preparation of issues papers by the TEC for the SRG that give background information, specify the issues, and outline potential options for resolution,
- › consideration of issues papers by the SRG (in terms of the quality of the analysis, accuracy, clarity, coverage of the relevant issues and options, and recommended approach),

- › preparation of consultation papers by the TEC and the SRG for the sector providing background information, clarification of issues, analysis, and recommended approach,
- › consultation with the sector, and the receipt and incorporation of feedback as required,
- › the SRG makes recommendations to the TEC,
- › the SRG receives feedback from TEC on the recommendations, and
- › if agreed by TEC, the SRG recommendations are integrated into the Quality Evaluation guidelines.

At the conclusion of the Quality Evaluation review phase, in mid-2023, a new set of guidelines for the operation of the 2025 Quality Evaluation will be issued, containing the integrated revised process.

As needed, the TEC will also seek audit and legal advice regarding proposed changes and the drafted guidelines. The SRG and TEC may also agree to bring in external expertise as required to provide advice on any specific technical issues that arise.

### SRG members – person specification

A member of the SRG will ideally meet most of the following criteria, and must meet the first three criteria to be considered eligible:

- › a well-respected researcher relative to career stage OR recognized research management or other relevant professional expertise,
- › a demonstrated appreciation and understanding of Te Tiriti o Waitangi and of the purpose of the New Zealand education system to honour Te Tiriti,
- › a demonstrated appreciation of the diversity of background, identity, and life experience within the research sector,
- › experience contributing to and participating in relevant sector fora or bodies,
- › membership of previous PBRF sector reference groups and/or PBRF peer review panels, or international equivalents,
- › knowledge of kaupapa Māori,
- › knowledge of Mātauranga Māori, and
- › knowledge of Pacific research methods.

All SRG members are expected to:

- › commit for the full period during which the group will operate
- › contribute to discussion on the basis of their expertise and experience,
- › contribute to the development of advice through peer review and, by agreement, produce working papers within their field of expertise,
- › maintain confidentiality where required,
- › canvass proposals widely within their network of contacts in the sector, and
- › work collaboratively with other SRG members to make recommendations to the TEC.

An important principle guiding the work of the SRG is that, while its members are drawn from a range of participating TEOs, their role is not to act as representatives for their respective organisations.

### Getting the right balance

The SRG will comprise a membership of approximately 16, including the Co-chairs. The TEC and the Co-chairs will seek to ensure an overall membership of the SRG that:

- › has the knowledge and expertise necessary to advise on the design and implementation of the Quality Evaluation 2025, including knowledge of Mātauranga Māori and Pacific research,

- › has the necessary bi-cultural and multicultural understanding and knowledge to ensure a process that honours the Māori-Crown partnership and ensures we meet our obligations under Te Tiriti o Waitangi,
- › reflects the diversity of the Aotearoa New Zealand population,
- › reflects the diversity of research roles within the sector, including early career and mid-career researchers and research management,
- › has the necessary experience to advise on matters relating to the 'merit relative to opportunity' factor, for example disability or caring responsibilities, and
- › reflects the range of tertiary education organisations eligible to participate in the PBRF.