

Research Active Staff Policy

Policy Code: RES-009 **Version:** 3.0 **Effective Date:** 2 August 16

Purpose:

The College values the importance and contributions of academic staff and higher degree research students to achieve a high standard of research and scholarship undertaken within the College. The College is committed to encouraging and enhancing its research activities, opportunities and outcomes and fostering collaborations in research and scholarship with national and international communities. This policy places a focus on enhancing research activity while recognising the different discipline norms and values.

Definition of “College” – *In the higher education sector, Australian College of Natural Medicine Pty Ltd trades as Endeavour College of Natural Health (Endeavour) and Wellnation; ACPE Limited trades as The Australian College of Physical Education (ACPE); Study Group Australia Pty Limited trades as Martin College and Martin Higher Education (Martin HE). For the purpose of this policy, any reference to ‘College’ or ‘the College’ should be considered a reference to each or any of these respective entities or trading names.*

Scope:

- All campuses
- All Academic staff including permanent, contract and adjunct academic staff
- Visiting Fellows

Policy Statement:

A “Research Active” individual is understood as being someone who pursues ongoing research as a major focus of their academic activity. This document outlines the minimum standards that will apply to considerations of whether academic staff meet the

definition of “Research Active” within the context of the College. It is not an articulation of expectations for successful academic contribution and promotion, which will be specific to each discipline.

Research Active Overview

Academic staff at the College are categorised as “teaching and professional expert”, “research active” and “research intensive”. All research activity refers to a five year period with the exception of Early Career Researchers and Career Interrupted Researchers.

New appointments

All new academic staff are eligible to be research active, based on recognition of prior work (based on CV). Prior research must be captured by College records. Research activity based on prior employment recognition will be in place for five years.

Early Career Researchers and Career Interrupted Researchers

An Early Career Researcher will have been awarded a PhD or equivalent research doctorate within the last five years. Staff members who have commenced their research career within the last five years after working in industry or administrative roles may also be classified as Early Career Researchers.

A Career Interrupted Researcher will have returned to an academic role within the last five years following a significant break in research. The career interruption may be for personal or professional reasons.

Research Development Plans

Research Development Plans are relevant to Early Career Researchers, Career Interrupted Researchers and staff who do not satisfy the research active threshold but have aspirations to do so.

A Research Development Plan is a tool to assist staff to achieve the Research Active threshold. Research Development Plans are living documents, signed off by the Associate Director, Research. The plan should include details such as:

- Attraction of internal/external funding to support staff member’s research program;
- Engagement with other researchers nationally and internationally with complementary expertise and interests;

- Dissemination of research findings through appropriate discipline-specific outlets;
- Participation in supervisor training and, once completed, postgraduate research degree student supervision;
- Engagement with external end-users as appropriate; and
- Expected timeframes and deliverables.

The plan should be updated regularly and progress evaluated annually. Staff will be assessed against the [Thresholds](#) at the conclusion of their Research Development Plan. If the [Research Active threshold](#) is not met at this time the staff member will be deemed a 'teaching and professional expert'.

Assessment

The research active status of College staff will be determined using data from College records and evaluated against the Thresholds for [Research Active](#) and [Research Intensive](#) categories. Publications points will be based on research publication types defined by the Higher Education Research Data Collection (HERDC) guidelines provided by the federal Department of Education.

Publication weighting

Publications are apportioned in accordance with HERDC defined publication categories and the weighting of points for publications is attributed as follows:

- Research book (weighted 5)
- Chapter in a research book (weighted 1)
- Refereed journal article (weighted 1)
- Refereed conference paper (weighted 0.5)

Note that any individual publication is NOT weighted for number of authors – for example, for a journal article with three authors, each author scores 1 weighted point. The year of publication will be used for all publication types.

Research income

Income is calculated using the total value of an external grant (whether administered by the College or not) for each listed Investigator. As long as the grant is 'active' i.e. payments are being received or budgeted for, the grant will be considered within the thresholds of this policy. External research income will not be apportioned i.e. the total income amount will be allocated to each Investigator (or equivalent) listed on the grant.

Research supervision

Research supervision includes primary or co-supervisors of Honours, Masters by Research, Doctor of Philosophy (PhD) or other research doctorate students.

Thresholds

Research Intensive Thresholds

Research Intensive staff will satisfy all thresholds set out below over five years:

1. Publication – 10 or more (weighted) publications
AND
2. Income – external competitive research income greater than \$50 000
AND
3. Supervision – successful completion of one research student
AND
4. Program of research – have an identified program of research reflected in publication record.
AND
5. External engagement – at least one external research responsibility (e.g. PhD examiner, member of an editorial board, membership of a professional board/committee).

Research Active Thresholds

Research Active staff will satisfy the publication and either the income or the HDR supervision thresholds detailed below over five years:

1. Publication – five or more (weighted) publications
OR
2. a. Publication – 2 or more (weighted) publications
AND
b. Income – external research grant income in the past five years
OR
Supervision – supervision of one research student to successful completion
OR
Research study – Staff enrolled in a research degree are considered research active as long as they are progressing satisfactorily towards their degree. Staff enrolled at other institutions must provide evidence of satisfactory progress.

For academics who *only* satisfy the publication thresholds detailed in the Research Active Policy, a Research Development Plan is required to be deemed Research Active and to maintain this status.

Special Provisions for Early Career Researchers

To be considered Research Active, an ECR must have, on average, at least one qualifying output per year since award of their PhD or equivalent research doctorate.

Other Circumstances

There may be other circumstances that justify staff being classified as Research Active even though they do not meet the above criteria. Exceptions can be nominated to the Research Management Committee by the Associate Director, Research, with justification (e.g. publications without grants in a field where grants are rare).

Teaching and Professional Experts

Teaching and professional expert staff do not satisfy any of the threshold requirements in this policy. Teaching and professional expert staff may seek to have a Research Development Plan to move towards being classified as Research Active.

Related Procedures:

[Postgraduate Research Supervisor Registration Procedure](#)

Definitions:

Research Active – classification of an individual who pursues ongoing research as a major focus of their academic activity.

Early Career Researcher – an individual who was awarded a PhD or equivalent research doctorate within the last five years.

Career Interrupted Researcher – an individual who returned to an academic role within the last five years following a significant break in research.

Further Information:

Related Policies:

[*Research Policy*](#)

[*Collaborative Authorship Policy*](#)

Benchmarking: Bond University
The University of Sydney
Australian Catholic University
University of Wollongong
Griffith University
Charles Darwin University

Supporting Research and Analysis: Nil

Related Documents: Nil

Related Legislation: Nil

Guidelines: [Higher Education Research Data Collection Specifications](#)

Policy Author:	Associate Director, Research
Policy Owner:	Associate Director, Research
Contact:	Associate Director, Research – Office of Research amie.steel@endeavour.edu.au
Recommending Body:	Research Degrees Board Meeting date: 1 February 2016
Approval Bodies:	College Council (Endeavour) Meeting date: 19 February 2016 Academic Board (ACPE) Meeting date: TBA Academic Board (East) (Martin HE) Meeting date: TBA
Policy Status:	New policy
Responsibilities for Implementation:	<ul style="list-style-type: none"> • <i>Associate Director, Research</i> • <i>Office of Research staff</i> • <i>Research Degrees Board</i> • <i>Director of Education</i> • <i>Program Leaders</i>
Key Stakeholders:	<ul style="list-style-type: none"> • <i>Associate Director, Research</i> • <i>Director of Education</i> • <i>Office of Research</i> • <i>Program Leaders</i> • <i>Academic staff including perm, contract, adjunct staff and visiting fellows</i>