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Welcome to the University of Western Sydney

The University of Western Sydney is a confirmed research leader in Australia. The excellence and depth of the University’s research was recognised in the (Excellence in Research for Australia 2012) national report card, with over 70 per cent of the University’s assessed research ranked at world class or better, putting UWS into the top 20 (18th) of research universities.

The University strongly believes in the essential link between research activity and undergraduate teaching to keep our staff and students not only knowledgeable of developments in their field, but also experienced in the application of these developments. Furthermore, at the University of Western Sydney we strive to make our research applied and relevant not only to what we teach, but also to industry, business, community and government of the region of Greater Western Sydney and beyond.

I am delighted to advise that the University has licensed the “Future Research Leaders Program” from the Group of Eight Universities. The program is aimed at staff who aspire to a research leadership role.

My office and the Office of Research Services have the responsibility to provide the support for research and research training in the University and to leverage funds to continue the strong growth of our research and, importantly, our research culture. Government regulation surrounding research becomes is ever more onerous and Research Services has many experts to help researchers through the maze to successful outcomes.

This booklet is designed to cater to new staff, as well as a reference for current staff who need to access government and the University’s research related resources, policies and procedures.

I hope that you find what you are looking for and enjoy success in your research endeavours at UWS; please do not hesitate to contact us if you require further information.

Professor Scott Holmes
Deputy Vice-Chancellor and Vice-President
(Research and Development)
The University of Western Sydney nurtures a distinctive, high-impact research culture, committed to enhancing cultural, economic, environmental and educational development, and responding to contemporary challenges in our region and beyond.

We are recognised for our capacity to carry out successful collaborative research partnerships and for our work with partners from industry and from the government and community sectors.

The University of Western Sydney is a confirmed research leader in Australia. In Australian Research Council (ARC) grants we are now bordering on the top 10 performers in the country. The excellence and depth of the University’s research has also been recognised in the latest (Excellence in Research for Australia 2012) national report card, with over 70 per cent of the University’s assessed research ranked at world class or better, putting UWS into the top 20 (18th) of research universities.

UWS is not sitting on its laurels though and is continuing to invest in areas of research strength, research facilities and high quality research education.

Our research institutes and programs attract international, national and local interest and contribute to developments that are making a difference in contemporary life.

To build on our research strengths, we are committed to developing future generations of researchers through research training programs for postgraduate research candidates, postdoctoral fellows, and early career researchers.

You will find the most recent Research Plan on the website at [http://www.uws.edu.au/strategy_and_quality/sq/planning_and_review](http://www.uws.edu.au/strategy_and_quality/sq/planning_and_review)
Deputy Vice-Chancellor and Vice-President (Research and Development)
The Deputy Vice-Chancellor and Vice-President (Research and Development) (DVCR&D) provides overall academic and administrative leadership in research at UWS. The DVCR&D oversees policy and strategic directions in research. The DVCR&D also leads the building of external partnerships with industry, business and government bodies in the region, nationally and internationally.

scott.holmes@uws.edu.au  9678 7303

Pro Vice-Chancellor (Research and Innovation)
The Pro Vice-Chancellor (Research and Innovation) is a key leadership role, which will oversee the strategic development and management of the University’s research activities and contribute to the advancement of the research profile of the University as a whole. The position will support a research focused environment, valued for its quality and distinctiveness, as well as its impact on industry, government and the community.

Dean of Graduate Studies
The Dean of Graduate Studies is a key leadership role in the development and implementation of policies, plans and programs in research training and guidance to the Schools and Institutes supervisors of honours and post graduate students undertaking research. The position will support the development and integration of the PhD Pathways Program and research training into the University’s teaching and learning and its Research Management Programs.
The Office of Research Services provides an integrated suite of services supporting the University’s research effort. Research Services seeks to link UWS research expertise in collaborative research with business, industry, government, community organisations and other universities.

http://www.uws.edu.au/researchservices

Research Services is located at Building K1, Penrith Campus and the contact phone number is 02 4736 0895, Ext. 2895.

Research Services communicates news, funding opportunities, information for higher degree research candidates and their supervisors via newsletters and emails delivered directly to staff.

**Research News:** Research News will tell you about strategic developments and achievements across the University and keep you in touch with stories, information and events and activities and policies related to the management of research at UWS. The newsletter includes key institutional data, with the aim of situating the research-rich environment being built at UWS within the Australian higher education context. Research News is a quarterly newsletter delivered by email. Previous newsletters are available from http://www.uws.edu.au/research

**Research Directions:** Research Directions are fact sheets published about each funded research project. Announced to the UWS community via E-update and delivered by email direct to all staff on the University’s Register of Research Activity. Past ‘Research Directions’ are available by clicking on each of the research titles listed at: http://www.uws.edu.au/research/success

**Footnotes:** Footnotes keeps higher degree research candidates in touch with stories, information and events and activities and each other’s achievements. The newsletter is published quarterly and delivered by email to all research candidates. For comments, questions or contributions please contact Mary Krone, m.krone@uws.edu.au, 02 4736 0463, Ext. 2463. Previous newsletters are available from http://www.uws.edu.au/research/current_research_students/newsletters
Research Services provides administrative support to University researchers applying for research grants. Its highly experienced research development staff are conversant with the requirements and closing dates of a wide range of funding schemes. We encourage you to seek an appointment with the Research Development Officer responsible for your discipline to discuss research opportunities and research career trajectories.

Research Services can also advise of other researchers with similar interests or bring together researchers with the potential to collaborate. Likewise, you can recommend an appropriate program of targeted submissions via external agencies and Research Services will assist you in developing the best submission possible.

**Funding Opportunity Searches:** Research Professional ([http://researchprofessional.com](http://researchprofessional.com)) is a searchable online database providing summaries of all of the latest funding opportunities worldwide. It is a platform that provides extensive coverage for sponsors and awards within Australia, UK, Europe, Asia and USA and currently contains over 7,000 open calls for funding. The database allows for customisable searches and email alerts to satisfy your individual research discipline requirements and may be used to source funding for travel bursaries, access to facilities and equipment, pre- and post-graduate opportunities, early and mid-career opportunities, awards, grants and prizes just to name a few!

The UWS subscription allows access to the Research Professional ([http://researchprofessional.com](http://researchprofessional.com)) service from any UWS networked computer, and upon registering your university email address you may then access the service off-campus at any time.
How to source external funding

The contact details and their portfolio areas for the Research Development Officers are:

Ms Sharon Holst  
s.holst@uws.edu.au  
02 4736 0281, Ext. 2281  
The MARCS Institute; School of Medicine (Centre for Health Research, Molecular Medicine Research Group); School of Nursing and Midwifery (Family and Community Health Research Group); The National Institute for Complimentary Medicine.

Ms Jenny-Lee Heylen  
j.heylen@uws.edu.au  
02 4736 0972, Ext. 2972  
Institute for Infrastructure Engineering; School of Computing, Engineering & Mathematics (Centre for Research in Mathematics, Solar Energy Technologies Group); School of Education (Centre for Educational Research, School of Social Sciences & Psychology).

Ms Kathleen MacDonald  
k.macdonald@uws.edu.au  
02 4736 0619, Ext. 2619  
Institute for Culture and Society; School of Business; School of Humanities & Communication Arts (Writing and Society Research Centre, Justice Research Group); School of Law; Religion and Society Research Centre; Urban Research Centre.

Ms Angela Theodorou  
a.theodorou@uws.edu.au  
02 4736 0811, Ext. 2811,  
For enquiries.
**How to source external funding**

**Locating Funding Opportunities**

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<th><strong>Research Funding Calendar</strong></th>
<th>Annual web-based overview of major funding opportunities/grant schemes designed to assist researchers in planning their research workload.</th>
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<td><strong>Access the calendar at</strong></td>
<td><strong><a href="http://www.uws.edu.au/__data/assets/pdf_file/0017/51371/2013-2014_Research_Funding_Calendar.pdf">http://www.uws.edu.au/__data/assets/pdf_file/0017/51371/2013-2014_Research_Funding_Calendar.pdf</a></strong> or <strong><a href="http://www.uws.edu.au/research/researchers/funding_opportunities">http://www.uws.edu.au/research/researchers/funding_opportunities</a></strong></td>
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<th><strong>Research Professional</strong></th>
<th>International and national funding database on the web</th>
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<td><strong>Research Professional (<a href="http://researchprofessional.com">http://researchprofessional.com</a>)</strong></td>
<td>is a searchable online database providing summaries of all of the latest funding opportunities worldwide. It is a platform that provides extensive coverage for sponsors and awards within Australia, UK, Europe, Asia and USA and currently contains over 7,000 open calls for funding. The database allows for customisable searches and email alerts to satisfy your individual research discipline requirements and may be used to source funding for travel bursaries, access to facilities and equipment, pre- and post-graduate opportunities, early and mid-career opportunities, awards, grants and prizes.</td>
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<th><strong>COS Pivot funding database</strong></th>
<th>International and national funding database on the web</th>
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<td><strong>UWS maintains a full subscription to the service, enabling its researchers to set up individual profiles and automated personalised searches tailored to capture individual’s research interests. Once a profile is set up you will receive weekly funding alerts via email. Researchers are strongly encouraged to take advantage of this service.</strong></td>
<td><strong>To obtain a password which then will allow you to use the service off-campus, you will need to access this service initially from a UWS computer at <a href="http://pivot.cos.com/funding_main">http://pivot.cos.com/funding_main</a></strong></td>
</tr>
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<td><strong>Please contact the Research Development Assistant, Angela Theodorou <a href="mailto:a.theodorou@uws.edu.au">a.theodorou@uws.edu.au</a>, 02 4736 0811, Ext. 2811, for any assistance with COS.</strong></td>
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UWS maintains a range of competitive internal research grant schemes suitable for early career researchers through to experienced researchers. These schemes are designed to leverage competitive external research grant funding.

The award of research funds is based on a competitive process with explicit criteria which are publicly announced, determined in consultation with the academic community, and applied in an open and consistent manner by members of the UWS Research Committee’s grant panels. All panel deliberations are fully minuted and form part of the official records of the University. Panels are formed from among the UWS professoriate. Recommendations of the panels are approved for funding by the Deputy Vice-Chancellor (Research).

One scheme, the large annual Research Grants Scheme, consists of two sub-panels – one to assess all applications for internal support arising from the arts, humanities and social sciences, another panel to assess all applications arising from science, engineering, and technology disciplines.

Application forms and guidelines for all internal research grants are available from our website on http://www.uws.edu.au/research/researchers/forms.

**Partnership Program**

The Partnership Grant Scheme is designed to assist researchers to develop research projects jointly with external partners from industry, commerce and the public and community sectors. Partnership grants assist researchers to collaborate on scholarly and industry research questions. A high level of collaboration between the University researchers and eligible partners must be demonstrated to develop new links or significantly enhance existing links. Innovation is a central feature of successful applications.

The Scheme is designed to encourage partners to explore and promote their research to a point where support from the ARC Linkage – Program or other major external funding programs can be realistically sought.
There are two calls for applications each year, normally closing April and September. The call for applications is initially distributed to those staff on the Register of Research Activity and announced via E-update.

The Scheme provides for up to $35,000 with matching funding from partners.

**Early Career Researcher Grant Scheme**
The Early Career Researcher Grant Scheme offers initial funding for the establishment of projects conducted by new investigators, supporting individual investigators, as well as small research teams consisting of newer investigators. The Scheme supports, on a competitive basis, quality research projects of modest financial cost to be carried out by new investigators who have not previously had research grant funding and who show clear evidence of high research capacity.

There is one round each year, normally closing July.

The Scheme provides for up to $7,500 funding.
To ensure that legal and administrative requirements are met, including evidence for research workload negotiations, it is **essential** that all external funding applications are lodged through the Office of Research Services. The University may refuse to administer grants which it has not agreed to support at the application stage.

Check if the ARC and NHMRC program you are planning to apply for has a UWS Expression of Interest phase.

**Research Services closing dates**
Australian Research Council and National Health and Medical Research Council internal application closing dates are announced each year.

Applications – other than ARC and NHMRC which have longer lead times – must be submitted a minimum of five working days before the granting body’s closing date. Ideally you should contact the Grants and Development Team as early as possible, so we can provide assistance to you throughout the grant writing process and maximise your chances of success. In particular, we can help you with:

- Providing feedback on the competitiveness of the application
- Checking budgets (including appropriate salary rates; oncosts; GST and levies where applicable)
- Checking eligibility and other administrative requirements
- Liaison with industry partners
- Checking contractual arrangements
- Submitting the application

**Processes associated with external applications**
All external applications must be accompanied by a signed External Research Clearance Form (available at [http://www.uws.edu.au/research/researchers/preparing_a_grant_application](http://www.uws.edu.au/research/researchers/preparing_a_grant_application)). This form is the mechanism by which the project is registered with the University once the School Dean/Institute Director has indicated that the research workload and resources necessary for the project are available. It also provides essential statistical data on the type of research undertaken, enabling the University to plan its research development and to report to the Commonwealth, as required every two years.

Contact for further information:
Ms Angela Theodorou  
a.theodorou@uws.edu.au  
02 4736 0811, Ext. 2811.
Once a grant is awarded, the University will enter into a legal agreement with the granting body, governing the terms and conditions under which a project is to be conducted. All research agreements are reviewed by the Office of Research Services and signed by the Deputy Vice-Chancellor (Research).

Please note that individual researchers may not accept any funding on behalf of the University.

Once the agreement is signed a project account will be established. The Office of Research Services will require the following information and documents to establish your account:

- Signed external research clearance form
- Contact details for funding body (contact person, address, fax and phone numbers)
- Fully executed legal agreement with the funding body
- Copy of the research proposal
- Project start/end date
- Milestones, invoicing schedule
- Detailed budget, including GST and any levies where applicable

It is the responsibility of the first named Chief Investigator to obtain relevant ethics clearance for the project and provide the required progress and final reports for ethics and the project. Funds are not released until relevant ethics and safety protocols have been approved.

All research grants operate through a UWS research project account, making them eligible for recognition as a research activity. Other account types are ineligible for reporting as part of HERDC and do not contribute to individual research activity calculations.

The Research Accountant is the contact for general financial queries on funded research projects and is responsible for invoicing of research funds and financial reporting to funding bodies. The Research Accountant is Mr Niru Ramananthan and can be contacted by email n.ramananthan@uws.edu.au and on 02 4736 0886, Ext. 2886.

Further information can be found at http://www.uws.edu.au/research/ors.

The Research Grants Officers can assist with general research project management.

Chief Investigators from A-L surname
Enquiries 02 4736 0881, Ext. 2885.

Chief Investigators from M-Z
Enquiries 02 4736 0909, Ext. 2909

Information regarding employing contract research staff (Research Officers, Research Fellows etc.,) and project reporting can be found at http://www.uws.edu.au/research/researchers/managing_research_grant.
Research integrity is everyone’s responsibility. The University has endorsed the Singapore Statement (http://www.singaporestatement.org) the first international effort to encourage the development of unified policies, guidelines and codes of conduct, with the long-range goal of fostering greater integrity in research worldwide.


**Ethical Research Practice**

Securing ethics clearance is a requirement for all research activity, unfunded or funded or carried out by students that involves the use of human participants or the use of animal subjects or the preparation and/or use of recombinant nucleic acids constructed in vitro from sources that do not ordinarily recombine genetic information. Researchers should note that ethics approval is also required if the project is a collaboration and/or the work is carried out overseas.


Release of all research funds is contingent upon securing the appropriate ethics protocol/s. UWS enables expedited review of negligible and very low risk human ethics research.

For more information visit http://www.uws.edu.au/research/researchers/ethics

Contact: Human Ethics Officer
Telephone: (02) 4736 0229, e-mail: humanethics@uws.edu.au

Contact: Ethics Officer (Animal Ethics, and Biosafety and Radiation Safety)
Telephone: (02) 4736 0884, e-mail: animalethics@uws.edu.au and BioSafetyRadiation@uws.edu.au
Research Candidates: future researchers

Research candidates are important members of the University research community and are encouraged to participate in the University research culture through conferences, workshops and seminars. UWS provides specific support for research education. There are scholarships, research seminars, workshops and funds to support research candidates projects and activities.

Good supervision

Supervision of research higher degree candidates is a critically important and highly specialised form of academic teaching. Research candidates are exciting and can be challenging. Your role as a supervisor is to guide your students to success in their studies and to further their chosen career. The University recognises the importance of your role and UWS governance, policies and support units are focused on assisting you to succeed as a supervisor.

UWS uses a panel system of supervision. Panels introduce additional expertise, as many research candidates are drawn to the interdisciplinary possibilities for research at UWS and they also provide a backup should the principal supervisor be absent for any reason. Panels also mentor new supervisors in a co-supervisory role and may involve experts who are external to UWS. All panels have a principal supervisor who takes a leadership role in the management of the candidature. Co-supervision is part of teaching workload at UWS.

The quality of higher degree graduates is related to the quality and intensity of supervision. To assist in the development and maintenance of supervisor skills and expertise the University has a Graduate Supervisor Register and an associated program of Forums for the sharing of ideas and strategies related to the pedagogy of supervision and the discussion of institutional issues that occur during candidature. Attendance at a Supervisor Forum meets one of the requirements of registration on the Graduate Supervisor Register. We use the experience and expertise of staff at UWS and encourage the sharing of supervisory experiences and best practise through case studies and group discussions. UWS supervisors and research leaders are engaged as co-presenters and guest speakers. There are also at least two forums a year with invited special guest presenters from other Australian universities or from overseas. Staff new to UWS can apply for registration any time by completing the online program Introduction to Supervision at UWS. Email your staff id to Mary Krone to get access, m.krone@uws.edu.au
Graduate Supervisor Register
All Principal Supervisors must be registered on the Graduate Supervisor Register. Registration is approved by the school or research institute Research and Higher Degree Committee, noted by the UWS Research Studies Committee and published on the web. The Register is viewable on the web at https://research-report.uws.edu.au/wpubs/Graduate_Supervisor_Register.asp

Supervisor Forums
The University supports research higher degree supervisors to ensure all supervisors have a positive and quality experience. The aim of the Forums is to ensure that research supervisors have the most recent information about national, international and UWS policies and processes for managing research supervision. The sessions also act as an open forum for both experienced and inexperienced supervisors to share ideas and strategies for good supervision practices. The sessions are important in promulgating new policies and promoting discussion about best practice for supervision. The program is always evolving and accommodates the range of needs of research supervisors at UWS.

Please note that the Graduate Supervisor program is designed around postgraduate research supervision and is not suitable for those interested in developing skills and expertise in the supervision of undergraduate honours. Please see your school for guidance in honours supervision.

Admissions
Applications for admission to a research higher degree are welcomed at anytime. The Academic Registrar’s Office accepts applications via an online portal https://applyonline.uws.edu.au/connect/webconnect. The Research Training Scheme place (RTS) is the mechanism under which the Australian Government funds research training for domestic students.

Scholarships
UWS offers outstanding local and international higher degree research candidates scholarships. All stipend scholarships are allocated centrally through the UWS Research Committee. There are no School or Institute quotas.

Research Higher Degree Rules and Policies
The UWS Research Studies Committee is a standing committee of Academic Senate. The Committee is responsible for individual candidature management and policy and practice relating to higher degrees at UWS. The web pages under the Office of Research Services have detailed information about rules and policies, including minimum/maximum completion times and how to seek approval for variation to programs. http://www.uws.edu.au/research/current_research_students

You can request a Supervisor’s Handbook by contacting Mary Krone in the Office of Research Services, m.krone@uws.edu.au, 02 4736 0463, Ext. 2463.
Research and scholarship are defining characteristics of academic work.

Research achievements are important for the satisfaction and career progression of academic staff and the University offers internal research grant opportunities and support for academic staff to develop research capabilities and enable external research funding to be sought.

**Success with Grants**

‘Grantsmanship’ is a particular skill and the Office of Research Services has staff who provide intensive support for your efforts to initiate, facilitate and mount significant new regional, national and international research funding bids, including bids for major research centres and program grants.

**Managing Research**

Research time is precious and easily eroded unintentionally by personal, teaching and administrative demands that shift time, resources and focus from research activities. Successful researchers quarantine research time and actively seek mentoring from more senior researchers.

This is particularly important for early career researchers but also for women researchers at early and mid career stages as women may participate less in research, often to the detriment of their promotion prospects.

**Postdoctoral Fellows: the new generation of researchers**

UWS uses the Australian Research Council definition of an early career researcher (ECR) – typically, a newer investigator who has recently completed a PhD – within five years of the award of the doctorate – has not had any funded research projects or has worked in organisations outside the tertiary sector.

**Support for ECR Research**

The Early Career Researcher Grant Scheme offers funding for the establishment of projects conducted by new investigators, supporting both individual investigators as well as small research teams of new researchers. For more information see: http://www.uws.edu.au/research/researchers/funding_opportunities/internal_research_grants
Information about your research career

Future Research Leaders Program (FRLP):
FRLP is an online resource of 8 modules as well as an introductory developed by the Group of Eight to provide best practice training in all aspects of research administration and leadership. The program is aimed at level B, C and D staff who aspire to a research leadership role. UWS has also targeted early career researchers Level A and above who have attained their PhD. Each of the modules require approximately four hours of independent online learning to be completed before the half day face to face workshops. The modules have generic information on all aspects of the research life-cycle with “At Your University” pages where institution specific information such as web links to policies and procedures, specific Office of Research Services pages etc., are included. If you are interested in participating in this program please contact Leone Cripps, Senior Consultant (Academic Career Development), l.cripps@uws.edu.au, Ext. 7425.

Academic Mentoring Program
The UWS Academic Mentoring Program is designed to provide Academic staff with the opportunity to broaden their knowledge, skills, capabilities and experience to enhance their careers and professional development at the University. Mentoring is an effective process for supporting staff to navigate their career path at UWS, to understand and access institutional policies and processes, and to increase confidence and competence in undertaking various scholarly activities.

For more information: http://www.uws.edu.au/organisational_development/od/career_development/career_development_opportunities/mentoring_program
The HERDC publication collection is a key mechanism for returning research funding to Australian universities from the Commonwealth. UWS collects the details of its staff and student research publications via the web, enabling you to submit details at the time of publication or any time prior to the announced deadline each year: http://www.uws.edu.au/research/researchers/destpublications

UWS Library collects the following publication categories: Books, Book Chapters, Refereed Journal Articles, Refereed Conference Publications and Major Original Creative Works for HERDC.

Publications data along with additional data on Researchers, Research Outputs, Research Income, Applied Measures and Esteem Measures is also submitted for the Excellence in Research for Australia (ERA) initiative which assesses research quality within Australia’s higher education providers. It is the authors’ responsibility to ensure publications are entered into the system and verification data received for audit. Before submitting your publication, please ensure it is not already in the Research Repository as the Library harvests UWS publications from a variety of sources on your behalf.

To submit any publication visit UWS Library Publications. http://arrow.uws.edu.au:8888/cgi-bin/UWS_valet/submit.cgi

Excellence in Research Australia (ERA)
The Excellence in Research for Australia (ERA) initiative of the Commonwealth is aimed at evaluating excellence in all areas of research, including pure and applied as well as industry collaborations, within the Australian higher education sector. It seeks to assess research quality using a combination of indicators and expert review by committees comprising experienced, internationally-recognised experts. For up to date information and links to the Australian Research Council's ERA information see http://www.uws.edu.au/research/ors/era
UWS Library Support for Researchers

The Library is committed to the provision of information resources and services reflective of and complementary to UWS research endeavour.

- Services include assistance with:
  - Information retrieval (advanced search techniques, appropriate database selection, keeping up to date)
  - Obtaining resources (how to purchase materials and/or borrowing options for materials not held)
  - Selecting publication outlets for your research findings
  - Recording your research output for reporting purposes (HERDC, ERA)
  - Open Access advice and assistance (including archiving your research in the UWS Research Repository where possible, especially for funder mandate compliance)
  - Track record statements (journal impact and citation information and analysis for major grants)

- Data description in the UWS Research Data Repository (to increase international visibility of UWS research)
- Researcher profile currency (ensuring currency of personal profiles in the research arena and keeping abreast of social media profile options)
- Reference storage and management advice (including EndNote)

eResearch team
The eResearch team advises researchers on technology solutions and provides the three pillars of: storage, compute and collaborative tools. The team works on a project basis to explore and survey new research techniques and technologies, in partnership with intrepid researchers, then assist the operational parts of the university to turn those cutting-edge techniques into supported ‘business as usual’ services.

http://www.uws.edu.au/eresearch
The University has established a system of research concentration with a small number of flagship University Research Institutes led by internationally recognised research professors. University Research Institutes, Centres and Groups recognise groups of successful researchers in a field of research that is of strategic importance to UWS and may demonstrate a potential to grow. The aim of the Institute, Centre and Group program is to bring together intellectually cohesive groups of researchers to address well articulated problems, ranging from basic to applied research.

The University of Western Sydney has research institutes in the following discipline areas: Cultural, Biological Sciences, Engineering and Technology, Psychology and Sociology. The Institutes are academic units led by an Institute Director, while Schools host Centres and Groups.

University Research Institutes, University Research Centres and University Research Groups can only be established through a rigorous external review process facilitated by the Deputy Vice-Chancellor (Research and Development). Note: the name ‘Research Institute’ has been reserved by the Vice-Chancellor for Institutes designated through this process. Recognising that Schools are the natural incubators of research strength, which are designated within the Schools through review processes established by the Schools.

Performance benchmarks have been set for University Research Institutes, University Research Centres (URC) and University Research Groups (URG) against relevant national and international concentrations of research. For a complete list of Institutes, Centres and Groups see: http://www.uws.edu.au/research/research_concentrations
Institute for Culture and Society (ICS)
The Institute for Culture and Society (ICS) is a leading interdisciplinary research institute. ICS aims to build the cultural intelligence needed to address the cultural challenges and contradictions of a 21st century world that is increasingly globalised, diverse and technologically mediated. Building cultural intelligence means recognition that confronting issues in their full complexity is the most practical path to generating solutions to contemporary cultural and social problems. The Institute undertakes practice-oriented interdisciplinary research that feeds into cutting-edge academic scholarship, for which ICS is nationally and internationally recognised.

Professor Ien Ang, Director
Contact Details
Building EM, Parramatta Campus
Ph: +61 2 9685 9600
Fax: +61 2 9685 9610
Email: ics@uws.edu.au
http://www.uws.edu.au/ics

The MARCS Institute
The MARCS Institute is a vibrant research centre for basic and applied research on auditory perception and cognition with particular focus on the significant domains of speech, music, communication and hearing. Researchers backgrounds include: experimental psychology, developmental psychology, music, linguistics, phonetics, computer science, speech science, human factors, and engineering.

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http://www.uws.edu.au/marcs
Hawkesbury Institute for the Environment (HIE)
The Hawkesbury Institute for the Environment provides innovative answers and solutions to complex problems arising from natural and commercial systems. The Institute’s basic and applied research in plant environment interactions, plant production and post-harvest systems, food quality and protection contributes to the conservation, management and improvement of Australia’s biodiversity, ecological sustainability, and food industry. In the space of just a few years, it has rapidly become the leading centre of excellence in ecosystem function and environmental responses to changing climates with a strong reputation for delivering research outcomes of the highest quality.

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Institute for Infrastructure Engineering
The Institute for Infrastructure Engineering is the first of its kind in Australia to conduct unique cross-disciplinary research across the Engineering, Construction and Industrial Design Disciplines. Research into this field will provide engineers with the feedback necessary to aid in optimising design techniques and understanding infrastructure performance, behaviour and state of condition to assist with intelligent maintenance and repair of structures in the future. The areas into which the Institute for Infrastructure Engineering will initially focus its research efforts on are: Intelligent Infrastructure Design and Service, Health Monitoring of Infrastructure and Intelligent Maintenance and Repair of Infrastructure.

Professor Kenny Kwok, Acting Director
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http://www.uws.edu.au/iie
The Research Plan 2015-2017 comprises a set of four research objectives with strategic initiatives and improvement actions proposed to achieve these objectives. The strategies are accompanied by a set of performance measures and each objective has a key performance indicator.

Objectives:
1. Increase external research income to the University
2. Increase the number of fields of research at UWS operating above or well above world standard
3. Increase the number and concentration of funded research partnerships
4. Ensure UWS attracts and graduates high quality HDR students to its areas of research strength

In this plan we turn our attention to improving UWS research performance in the new context of assessment of quality (ERA) and the use of these assessments by the Government to drive funding of both research and research students.

Research Plan 2015-2017
The University of Western Sydney is a research institution driven by impact. Our research makes a difference regionally, nationally and globally. We are committed to collaboration with our regional, national and international communities to contribute to their economic, social and environmental well-being.

The University’s research themes are:
- Urban Living and Society: People, Culture, Economy and Built Environment
- Health and Well-being: Translation, Service and Innovation
- Education: Access, Equity, Pathways, and Aspirational Change
- Environmental Sustainability: Climate, Agriculture and Climate, Agriculture Resources

The research themes are part of UWS’s institutional identity. Pursued since 2004, our research concentrations have shifted in emphasis but not fundamental direction. This consistency in focus has been built on authenticity and engagement: our research themes speak to the history and culture of the University and its communities, providing a shared vision for their future.

Governance
The academic governance of research at UWS is the responsibility of two Academic Senate Sub-Committees – the Research Committee (Chair – Chair Academic Senate) and the Research Studies Committee (Chair – Dean of Graduate Studies (Research)).

Benchmarks
UWS seeks to benchmark research activity and performance across the University: in its Research Institutes, Research Centres and Research Groups and in its Schools. An annual report of each school’s contribution to the University’s research goals informs performance management for school deans, setting in place benchmarking including external applications. Performance benchmarks have been set for University Research Institutes against relevant national and international concentrations of research.
University Policy documents can be found on the web at http://www.uws.edu.au/policy/policy.dds

The following introduces some of the key research policies and procedures that are in place at UWS to facilitate research activity (alphabetically ordered).

**Animal Ethics**
All research or teaching involving interaction with animals must have the approval of the UWS Animal Care and Ethics Committee before proceeding.

Ethics Officer, animalethics@uws.edu.au 02 4736 0884, Ext.2884

**Biosafety and Radiation Safety**
All research that involves the preparation and/or use of recombinant nucleic acids constructed in vitro from sources that do not ordinarily recombine genetic information requires clearance from the Biosafety Committee. Where a project requires the use of ionising radiation, the Committee will require personnel to have appropriate training and hold a current licence issued by the appropriate State authority before payment can be made under a grant.

Ethics Officer, BiosafetyRadiation@uws.edu.au 02 4736 0884, Ext.2884

**Commercialisation**
All commercialisation activity is handled through the Office of Finance. See http://www.uws.edu.au/innovation

The Office of Legal Counsel provides legal advice to both ORS and innovation and consulting on research and commercialisation matters.

**Contracts and Agreements**
UWS prides itself on conducting research projects professionally and efficiently and in a way that minimises risk for all involved. To ensure this, all funded research projects are based on contractual relationships in which the expectations of all parties are clearly set out between the University and the funding body.

All research contracts are managed through the Office of Research Services which organises all necessary authorisations. **Please note:** individual researchers cannot enter into research agreements on behalf of the University.
Consultancies, other than contract research, and all commercialisation activity are handled through the Office of Finance. For more information see: http://www.uws.edu.au/research/community_and_industry

**Ethical Conduct of Research Practice**
At UWS, research is carried out in accordance with the Research Code of Practice. For more information see: http://www.uws.edu.au/research/researchers/ethics

**Human Ethics**
All research projects conducted by UWS staff or students, involving human participants whether funded or unfunded, must have ethical clearance before the project commences. At UWS, all research is conducted under the auspices of the National Statement on Ethical Conduct of Research on Humans 2007: http://www.nhmrc.gov.au/guidelines/publications/e72

Human Ethics Officer:
humanethics@uws.edu.au 02 4736 0229, Ext. 2229

For more information see:
http://www.uws.edu.au/research/researchers/ethics/human_ethics

**Integrity in Research Committee and Conflict of Interest**
The University of Western Sydney Integrity in Research Committee has the responsibility for advising on high level issues relating to the ethical and professional conduct of research.

The Committee provides confidential advice to both staff and students on ethical issues in research matters, including potential conflicts of interest, of any kind, and advises to the Vice-Chancellor on issues of integrity in research. The Committee does not have a role in the administration of ethics protocols at UWS nor in the management of misconduct in research at UWS (for more information on misconduct see the Academic Staff Agreement).

For more information:
http://www.uws.edu.au/research/researchers/ethics/integrity_in_research_committee
Intellectual Property
As a general principle UWS owns any intellectual property right developed by a staff member in pursuance of his or her contract of employment or using the resources or facilities of the University. In certain instances the ownership of any intellectual property shall be the subject of negotiation involving the external organisation and the University through UWS Innovation. [http://policies.uws.edu.au/view.current.php?id=00085](http://policies.uws.edu.au/view.current.php?id=00085)

Students own their own intellectual property, which they may in certain circumstances be asked to assign to UWS.

Research Funding
The Australian Government operates a dual support system for funding of research and research training. The system consists of competitive grant programs, where funding is distributed to research teams through merit-based, peer-determined processes, and performance-related block grants allocated to institutions. There are four Commonwealth performance-funding schemes through which UWS receives funding support of its research development and consolidation.
Research Performance Funding
The University monitors the expenditure of the Commonwealth government performance based funding mechanisms, with the intent of ensuring that carry forwards from year to year are kept to a minimum. Schools and Research Institute must monitor expenditure against the specific schemes to ensure that expenditure operates within the broad guidelines for each and with regard to the strategic intent of both UWS and the School or Research Institute.

UWS has developed a guide for Schools on the appropriate expenditure of RIBG (Research Infrastructure Block Grant), JRE (Joint Research Engagement), SRE (Sustainable Research Excellence) and RTS (Research Training Scheme) funding. The UWS Guide to Commonwealth Performance Funding Expenditure can be found at http://www.uws.edu.au/research/ors/management_policies/expenditure_of_performance_funding_schemes

Research Workload
UWS seeks to secure appropriate research workloads for all research active staff, particularly those successfully competing for major external funding.

UWS Research Investment Funding (RIF)
Resource allocation for research development and consolidation is a key component of the University Budget. UWS has a budget allocation model (RIF) that provides significant support for research, as well as linking to the University’s strategic goals aligned to (a) selectivity and concentration and (b) research intensity and quality. UWS is building its distinctive research profile on the basis of definable niche and benchmarked excellence.
Glossary

APVCR  Associate Pro Vice-Chancellors (Research)
ARC  Australian Research Council
ACG  Australian Competitive Grant (same as NCG)
DEEWR  Department of Education, Employment and Workplace Relations
DIISRTE  Department of Industry, Innovation, Science, Research and Tertiary Education
DVCRD  Deputy Vice-Chancellor and Vice-President (Research and Development)
ECR  Early Career Researcher
ERA  Excellence in Research Australia
GWS  Greater Western Sydney
HERDC  Higher Education Research Data Collection
HDR  Higher Degree Research
JRE  Joint Research Engagement (Commonwealth quantum based on the University’s research performance)
IP  Intellectual Property
NCG  National Competitive Grant (same as ACG)
NHMRC  National Health and Medical Research Council
ORS  Office of Research Services
RGDT  Research Grants and Development Team (funding opportunities, grants – pre-award)
RIBG  Research Infrastructure Block Grant (Commonwealth funding based on University’s share of national competitive grants)
RTS  Research Training Scheme (Commonwealth funding for research degree places)
SRE  Sustainable Research Excellence (Commonwealth quantum based on the University’s research performance and transparent costings)
URC  University Research Institute
URC  University Research Centre
URG  University Research Group
January 2015

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Booklets in the UWS Induction Series:
Teaching@UWS
Working@UWS
Research@UWS