RESEARCH PLAN

The School of Humanities is a large school with approximately 90% of staff on a 40:40:20 workload profile. Two-thirds are considered research active according to the University’s definition of that term. A good number of these staff have or are developing high profile national and international reputations, and it is important the School supports and retains these highly productive colleagues as it moves forward over the next 3-5 years. In terms of the University’s Staircase model, the School performs very well in publication outputs, but less well in National Competitive Grants and HDR enrolments and completions. As Humanities is beginning to expand after more than a decade of contraction, the number of ECRs is growing and will continue to grow over the next 12-24 months. This, combined with the retirement of several long-standing senior staff over the next few years, makes it important that strategies and policies are set in place to ensure these new colleagues are supported in ways that will enable them to become research leaders in the future. Further, overcoming the geographical and historical differences between the School’s Nathan and Gold Coast campuses has been a major challenge to creating a whole-of-School research culture, and this challenge will also need to be met as the School moves forward as a high-quality research element.

These are the broad research issues for which the School has to plan, and they have been translated into a set of specific aims:

1. All non-teaching-focussed staff are to be research active (as per the University definition) by 2015.
2. Double the number of annual high quality applications for internal Griffith (for ECRs) and National Competitive Grants by the 2014 round.
3. Increase the number and quality of HDR candidates and improve completion rates.
4. Develop a whole-of-School research culture.

These aims set the context for the strategies and policies under which research funding will be allocated.

The responsibility for managing the School’s research plan and budget will lie in the first instance with the Deputy Head of School (Research), with the support of the School Research Committee and the School HDR Management Committee, with ultimate responsibility resting with the Head of School.

The School of Humanities Research Committee will comprise the following members:

Deputy Head of School (Research) (Chair)
Head of School
AEL Dean (Research) (By invitation)
Two Senior Researchers
Two Early Career Researchers
HDR Convenor (Nathan)
HDR Convenor (Gold Coast)
HDR Student Representative (Nathan)
HDR Student Representative (Gold Coast)
One Invited Member

The Committee will meet at the discretion of the DHOS (R), but at least four times a year. The term of office for the Senior Researchers and ECRs is two years, with one member in each category completing their term in odd numbered years and the other in even numbered years. The term of office for the Invited Member is two years. The term of office for all other members is for the period of their respective other roles.

The School of Humanities HDR Management Committee will comprise the following members:
- Deputy Head of School (Research) (Chair)
- HDR Convenor (Nathan)
- HDR Convenor (Gold Coast)
- HDR Student Representative (Nathan)
- HDR Student Representative (Gold Coast)
- Invited Member

The Committee will meet at the discretion of the DHOS (R), and will act as the conduit of HDR issues to the Research Committee.

**Strategies**

1.0: Publication Activity

1. Attract, appoint and retain internationally regarded high-publishing researchers.

2. Use Part 3 (“Plan”) of ASRP to plan research trajectories, and appoint senior research mentors to both ECRs and non-research-active MCRs to help identify and achieve appropriate quantities of output and qualities of output (as measured by HERDC categories and ERA rankings).

3. Pre-Publication writing retreat. The School will support up to two two-day (overnight) writing retreats per year. These are designed primarily to support ECRs and MCRs looking to re-start their research careers, but all members of staff may apply to participate. The retreat will provide an opportunity to workshop drafts of articles and HERDC-qualified creative works, which must be submitted for publication within six months.
4. Pre-Publication conference support (see Funding Policies for details).

2.0: Grant Activity

1. Grant application funding support. ECRs with an emerging track record and MCRs/Senior researchers with established track records will be identified at the beginning of each year and supported with research assistance and reduced teaching loads, on condition of developing and submitting a competitive internal or external grant. Timing of support will depend on timing of grant round (see Funding Policies for details).

3.0: HDR Support

1. Annual HDR in-house conference in conjunction with GCCR.

2. Regular HDR research forums and writing workshops run by Humanities staff with support from guest speakers.

3. HDR pre-publication retreat. The School will support a writing workshop for HDR candidates and their supervisors. This will be a 2 day intensive in which HDR candidates will work with mentors on drafts from chapters or sections of chapters to develop into C1 publications or joint CI publications with the supervisor. This Scheme is designed to train HDR students into the publication route, to help them begin their own publication track record, and to contribute to increasing the School’s C1 output. The normal expectation is that it would be limited to candidates whose PhD has been confirmed. Participation will depend on supervisor agreement that (1) the state of the draft is appropriate and (2) an appropriate journal has been identified.

4. HDR pre-publication conference support (see Funding Policies for details).

5. HDR support is limited to the normal length of candidature and timely submission relative to opportunity.

4.0: Whole-of-School Research Culture

1. Regular School research seminars on each campus.

2. The School will support up to two symposia per year, coordinated by staff in the School. These are designed to encourage collaborative research activity between small groups of staff in the School, wider Griffith community, and links to national and international academics. It is expected that each symposium will lead to a publication output (eg., an edited collection or a special issue of a journal). (Joint funding support with Research Centres is encouraged).
FUNDING POLICIES

The School will provide funding to support these strategies. The primary source of the funding is the annual JRE/SRE return to the School, but this will be topped up where appropriate from School funds.

All applications for funding support should go to the DHOS (R), using the appropriate application forms. Applications will normally be considered by the Research Committee, but can be dealt with executively by the DHOS (R) if timing is an issue.

1.4: Pre-publication conference support

As a general principle, funding support for conference travel must come first from a staff member’s own research funds and/or through a Research Centre, provided they are members of a Centre. School funds should only be sought after this.

The School will provide support up to a maximum of $3,000 for international conferences and $1,000 for national conferences, but only where a paper is being given. Funding is conditional upon research output: a peer reviewed journal article (not conference proceedings) must be submitted within 6 months of the conference, and application for funding must identify the likely journal.

Confirmation of submission of the article is to be ascertained by DHOS (R) follow-up. Further funding in this scheme is dependent on the article being accepted.

2.1: Grant application funding support

For internal research grants, up to $1,000 will be made available to develop a grant application (eg. through RA support). Applicants will need to make a case specifying expenditure needs. This scheme is aimed primarily at ECRs.

For ARC Discovery, Linkage or other national competitive grants, up to $1,500 will be made available to help develop the application (eg. through RA support and support to bring on board national/international partners). Applicants will need to make a case specifying expenditure needs.
3.4: HDR Pre-publication conference support

The School will support HDR students who have had a paper accepted for a national (up to $1,000) or international (up to $3,000) conference. In most cases, support is limited to one international conference per year following confirmation. HDR students whose supervisors are members of a Research Centre must seek funding first from the Research Centre. In addition, they must seek funding from any appropriate University (e.g., the Griffith Graduate Student Centre) or external funding schemes before applying to the School. And finally, in most cases they must have used up their own funds via the Research Allowance, as provided by the School upon commencement of candidature. Funding for conferences is conditional upon support from the supervisor and submission of a C1 article to a quality peer-reviewed journal within six months of the conference. Conference proceedings do not satisfy this condition. Funding can be used for cheapest return airfares, conference registration, and conference dinner, and the cost of basic accommodation.

APPENDIX 1: Research Active Definition

To be considered Research Active, an academic staff member must be employed on a Griffith work profile that includes research and produce a minimum of six Research Output Units (ROUs) for each rolling six-year period.

Qualifying outputs include:

i) Higher Education Research Data Collection (HERDC) categories A1 (books, authored research), B1 (book chapters), or C1 (refereed journal articles) for all disciplines but with category A1 outputs assigned a weighting of 5 relative to other outputs; and/or

ii) HERDC category E1 (refereed conference publications)** plus any of the outputs in (i) above for researchers in engineering or ICT academic elements; and/or

iii) ERA categories for creative works provided these outputs have been subject to formal verification process and are recorded in My Research Publications.

Multi-authored papers and books:
All multi-authored papers will count as one full ROU for each of the multiple authors. Any multi-authored book (A1) will count as 5 for each of the individual authors.

Research outputs not restricted to Griffith outputs:
Qualifying research outputs may include outputs produced at another institution if the staff member has joined Griffith during the relevant six-year period.

Special provisions for Early Career Researchers (ECRs):
An ECR will be defined as a Lecturer A or B only, who has been awarded their PhD within the last five years. In order to be considered Research Active, an ECR must have, on average, at least one qualifying output per year since award of their PhD.

**NB: HUM staff cannot use E1 publications (refereed conference papers) toward their totals as only ICT or ENG staff can qualify for this.