A note from the Director

We are very pleased to confirm that the research restructure is now in place in Research Services. These new arrangements have been planned to ensure we have qualified staff in place to manage what is an increasing complex research management environment, and to enhance the professional advice and assistance we provide to support researchers, research students and research activity across the whole of ACU.

With an increased emphasis on reporting, the restructure has become even more important to us, and the benefits of this are already apparent to the ACU community. Additional functionality has been added to ResearchMaster and now all staff members are able to log into Orion and view a profile of their research activity. Staff members no longer have to wait months to record their publications in ResearchMaster as the collection is now open all year round. Publications can be listed as soon as they are available ensuring transparency about research activity. New ARC/NHMRC Guidelines about the need to place outputs in an open access repository make this transition to a new reporting framework even more important.
Success in our Collaborative Research Network funding application has focused our efforts on ensuring the longer term benefits of this funding - close to $8 million over three years – are felt across the University. While a significant program element is concentrated on work within the Cardiovascular Research Centre in Melbourne, the University as a whole will benefit from the skill and expertise that staff and students develop through this program.

The ARK project is progressing well and Stefania Riccardi has joined us to project manage this activity. Stefania will shortly be contacting some of our key researchers to ask a few questions about data management and to better understand our data management needs. This will help the University to plan a better framework for all research data management and help launch broader eResearch activities in the University.

We are all eagerly awaiting the results of the assessment of our ERA submission and understand that an end date of November is still envisaged. In the meantime, Research Services has been included on a number of Academic Board working parties. The working parties are reviewing elements and structure of University activities, such as the way we support our research students and supervisors, and reports will be presented to the University Research Committee and then to Academic Board for any final decision.

Hope you enjoy reading our newsletter!

Best wishes, Anne.

On 24th September, Research Services distributed its annual survey to all ACU staff via email. This survey will be open until 20th October. As an ACU staff member your feedback on our services and any recommendations that you may care to make is extremely important to us. Our ongoing aim is to provide the highest quality of service and support to the ACU research community.

Research Services facilitates numerous workshops for both staff and HDR students. Visit Research training and development for a full range of what is on offer for 2012.

The following five ACU internal grant schemes are open and will close on the dates indicated below:

- **2013/2014 ACU Distinguished Visiting Research Fellowship Scheme** - closes 30 September.
- **ACU Early Research Career Grant Scheme** – closes 1 October 2012. Successful grants will commence in January 2013.
- **Industry Research Incentive Scheme** - closes 30 October. Successful grants will commence in January 2013.
- **Award for Postgraduate Research Supervision** - closes 12 October. Recipients will be awarded in 2013.

Orion – access, training and usage

**Orion: Human Research Ethics** is up and running. Paper ethics applications are no longer accepted.

**Access**

All staff and research students have access to Orion through their network user name and password. You do not need to have completed any formal training before your access is enabled. To set up an account for a casual staff member or a coursework/undergraduate student, complete the **Request for Access to Orion form**.

**Training**

There are no official training sessions being run at the moment. If you did not attend one of the training sessions earlier this year, the **HEO Self-Directed Learning Package** will provide guidance in negotiating the system and submitting the form. If there is anything that is not answered by the Self-Directed Learning package, please contact **Service Desk or the ethics office**.
Submission/assistance
When you submit or resubmit your application form, you should receive a notification email confirming the submission. If you do not receive this, please let us know so that we can check everything has been done correctly. If you do not let us know, your application will not be processed as we will not know you have finished working on it.

Guidelines on how to respond to comments and issues can be found in the introduction section of the form. If you require further assistance, please contact Service Desk or the ethics office.

Orion Forms
A number of e-forms are available on Orion

• The New ACU Project Form is to be used for all new projects where ACU is the primary HREC.
• Registration/Transfer of External Approval –
  o The Registration option should be selected where you have already obtained approval from another institution’s HREC. The involvement of ACU researchers must be noted by the ACU HREC, but the primary responsibility remains with the other HREC.
  o The Transfer option should be selected if you are transferring your employment or candidature from another University to ACU and would like to bring your ethics approval with you. ACU would take over from the other institution’s HREC on the project.
• The Taught Unit Form is to be used for research activities that take place in a classroom setting or as part of a subject. If students are going outside of the unit to conduct interviews or surveys, the Lecturer in Charge must seek a taught unit approval for that subject. The data collected under this type of approval is for assessment purposes only. If the LIC or students wish to publish the data, they must fill out their own New ACU Project Form.
• The Non-Identifiable Data Form is to be used where researchers are using ONLY previously collected, non-identifiable data. If researchers are collecting any of their own data, even if it is non-identifiable, they are not eligible to complete this form and must complete a full New ACU Project Form

Progress Reports/Modifications
Progress Reports and Modifications are still done using the paper forms. Forms must be submitted via email. It is no longer necessary to send hard copies of these forms.

Please note: If you are varying your protocol, you need to use a Request for Modification Form. If you only require an extension to your ethics approval, please use the Progress Report Form NOT the Modification Form. If you have any questions about which form to use, please contact the ethics office.

New Information Letter Template
A new template for Information Letters has been developed, using questions prompts and providing researchers, participants and reviewers with a clearer layout.

Please note that your Information Letter to Participants and Consent Form must include your ethics register number.
RESEARCH GRANTS

Research Grants has a new manager! Janet Wilks has recently commenced as the Research Grants Manager within Research Services. Initially Janet will be based at the North Sydney campus familiarising herself with ACU Research Grants and Ethics responsibilities and will relocate to the Brisbane campus later this year.

Janet has fifteen years’ experience in the higher education sector and comes to ACU from Charles Sturt University where she was the Business Manager of a large research institute. Janet will be responsible for business processes to support the Grants and Ethics team operational requirements and the development and implementation of an effective program to ensure ACU researchers are supported in all external grant activities.

GRADUATE RESEARCH

Candidature

Academic Progress Reports

Research candidates and supervisors are now undertaking Academic Progress Reports (APR’s). Academic Progress Reports clearly demonstrate the progress of candidature applications. They also allow candidates to express any concerns or extenuating circumstances regarding candidature and set in place a plan to reduce the impact of these circumstances.

Scholarships

Graduate Research administers postgraduate research scholarships on behalf of the University. The next main round of scholarships closes on 31 October and includes Australian Postgraduate Awards, ACU Postgraduate Awards, ACU Completion Scholarships and International Postgraduate Research Scholarships.

Re-enrolments

In 2012 Graduate Research will be implementing an opt-out re-enrolment process. Research candidates will be re-enrolled unless they indicate that they wish to withdraw or take leave from their candidature. More information will be provided to relevant students as it becomes available.

Enquiries

Should you have any queries regarding HDR candidatures, please contact the following:

- NSW and ACT (Including North Sydney, Strathfield and Canberra):
  - Email: NSW.Cand@acu.edu.au
  - Telephone: (+ 61 2) 9739 2588

- Victoria (Including Melbourne and Ballarat):
  - Email: VIC.Cand@acu.edu.au
  - Telephone: (+ 61 3) 9953 3156

- Queensland (Brisbane):
  - Email: QLD.Cand@acu.edu.au
  - Telephone: (+ 61 7) 3623 7294
RESEARCH SYSTEMS

Research Systems:

Contacting the Systems Team:
We have a new generic telephone number extension 3674. Contact us on this number or email us on Res.Systems@acu.edu.au

Orion

Did you know that as a researcher you can view your project, HDR students and publications recorded in Research Master? A number of user reports have been enabled so that you can better track the information we have.

eResearch Update

Introducing Stefania Riccardi

“My role is Research Data Officer, Project Manager, implementing the Australian National Data services (ANDS) funded project known as ARK – ACU Research Knowledge.

It is very exciting working with staff from our office, and contributing to expanding the visibility of ACU’s research. I am truly looking forward to engaging with ACU researchers, HDR students, IT and the Library to develop tools and procedure to curate ACU research data.

Over the last five years I have worked at the University of New South Wales Library, initially as Outreach Librarian, later managing projects related to establish eResearch infrastructure (such as Metadata Store, Institutional Repository and subject specific digital collections). Prior to that I worked for over 10 years as an Information Professional in Australia, and a few more years (let’s not count them!) for IBM in technical and managerial roles in Italy and the USA.

I am passionate about data curation and passionate about managing a project that ultimately will benefit ACU researchers in showcasing and disseminating their valuable research to the national and international community.

Over the coming months you will hear more about the ARK Project and eResearch in a broader sense - watch this space.

Do not hesitate to contact me if you would like to know more about the ARK – ACU Research Knowledge project.”

NHMRC Revised Policy on Research Findings

The Research Performance team, together with the Research Librarian, has been working through the implications of the revision to the NHMRC policy [link to: http://www.nhmrc.gov.au/grants/policy/dissemination-research-findings] on the dissemination of research findings. The revision to the policy states that the “NHMRC therefore requires that any publications arising from an NHMRC supported research project must be deposited into an open access institutional repository within a twelve month period from the date of publication.”

Fortunately for ACU, researchers are already revealing which projects funded their publications as this is a question already on the publications coversheet. This means that we can identify which publications need to be loaded into Research Bank (if they are not already there) to meet the new requirements.

In an analysis of the ARC and NHMRC grants held by ACU staff and their associated publications, it was found that ACU published 2.64 publications per ARC or NHMRC grant (as of 1 October 2012).
Research Professional

Michael Murphy had the opportunity to meet with the founder of Research Professional (RP) William Brown, who was recently in Australia. He outlined some future developments for Research Professional (RP). Firstly, the disciplines in RP are under review in order to align them more to the Australian disciplines used in ERA. Secondly, RP are developing some enhancements to show:

a) researchers previous successful granting history, and matching researchers to granting opportunities

b) the production of commissioned articles from experts on topics such as grantsmanship, budget preparation and intellectual property

c) streaming news articles into four broad discipline “channels”

New Recruits

We have modified our instructions for new staffing recruits, we are now asking for researchers’s FOR codes in preparation for the next ERA exercise, as well as for their SCOPUS and THOMPSON PERSON id’s. These will be stored in RM

Research Business

Joining the Grants Team, Business will be mainly working on post award grants management from August. The management elements that are currently under considerations for the post award projects are:

1. Establish the accounts (input budget and apply infrastructure support)
2. Maintain accurate research records in database
3. Invoice the funding body
4. Liaise the funding body
5. Monitor deliverables and ensure continued compliance
6. Ensure all reporting requirements are met
7. Acquit the grant and closeout the project if research project is complete
8. Statistical analysis
9. Reports on grant information

The Business section will work collaboratively with Grants and Finance to ensure that researchers are best supported in relation to all post award reporting, compliance and project grants funding management.