Scholarship and Research Development Fund

1. Background and Purpose of Support

Scholarship provides opportunity for staff to develop new knowledge, remain current and relevant with their understanding on the latest disciplinary practice, explore emerging trends and developments of learning in an external environment, and disseminate their new knowledge and understanding to a wider practitioner and academic audience including the teaching of students.

Scholarship informs good teaching by bringing new knowledge into the learning environment. Research as part of advanced scholarship allows us to pursue our professional and discipline specific interests, to learn something new, to hone our problem-solving skills and to challenge ourselves in new ways. MIT continues to value scholarship as critical to an engaged and leading-edge teaching experience for students and as a mechanism for staff development. To continue to support and nurture research development for individual staff development and for an enhanced student learning experience, MIT has established the Scholarship of Teaching and Research Fund.

Working on an MIT- funded and initiated research project either as a standalone piece of research, or as a pilot study for further research gives staff the opportunity to develop their own research capability or to engage and learn from external experienced research colleagues from other institutions. Supporting the development of research projects and enabling dissemination of new knowledge from these projects provides the vital nexus between teaching and research and is a growing expectation of government for private providers of higher educations (Appendix 1). This document sets out the provisions of support for staff in their pursuit of enhancing their research capability and expertise.

2. Terms

Term	Definition
ECR	ECR is an academic abbreviation for early career researcher. ECR normally applies to an PhD graduate who is within 5 years of their graduation.
Part-time staff	Means > or equal to 0.6.
Term Research Active	At MIT an Academic is considered Research Active if they meet the required publishing outputs as listed below ECR Research Active: One x quality conference proceeding and one x level B (or equivalent impact factor publication) in a three-year rolling average or evidence of one revise and re-submit in a level A (or equivalent impact factor) recognized Journal or conference proceedings (for academics in the Information Technology and Engineering School). Non ECR Research Active: One x A Journal (or equivalent impact factor) or conference proceedings (for academics in the Information Technology and Engineering School) per year published in recognised peer reviewed journal on a rolling three-year average.

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Page 1 of 5

Term	Definition
Definition of Research (Department of Innovation, Industry, Science, Research, and Tertiary Education)	Research is defined as the creation of new knowledge and/or the use of existing knowledge in a new and creative way to generate new concepts, methodologies, and understandings. This could include synthesis and analysis of previous research to the extent that it leads to new and creative outcomes.

Academic professional education and development of staff focusses on ensuring they have a relevancy of expertise to perform their role. Research development is separate but connected to Professional Development in that research outputs can be given credit under the PD points system as noted in the Continuing Professional Education for Academic Staff Policy and Procedure. MIT also provides PD sessions on research as listed in the Annual PD plan.

3. Capability Positioning

MIT is on a journey to develop research capability in staff and to support the Institute's goal of the majority of full-time staff to be considered research active. Being research active is critical for the institute to maintain currency in domain 4.s., and for individual Academic's it is critical for a successful career and recognition in Academia in Australia. Research active staff also deliver to research student supervision and ultimately contribute to our community through research impact.

Currently MIT has approximately 50% of its staff who are considered research active. To reach our target of 80% the institute has developed a support and nurture approach to facilitating and growing individual research capability. This includes, but is not limited to, supported grant funding for ECR's ensuring research development is mentored by senior research active staff and by providing seed and pilot funding for experienced research active staff to further their external research grant success. Additional incentives are established to support research active staff in developing their research network through attendance in national and international conference and research forum attendance, and through incentivising quality research outputs through peer reviewed journal publications or conference proceedings (for academics in the Information Technology and Engineering School) in both disciplinary and scholarly domains.

4. Institutional Research development Support

MIT invests in staff individual research capability development as part of a broader Institute commitment to enhancing scholarship and professional development. Listed below are several options to develop staff at various levels in their academic career. These schemes also incentivise and encourage staff pursuit of research excellence.

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	Page 2 of 5

4.1. Research grant funding

Academic Research Category	Funding support
ECR	3 x $3,000.00 grants available per year. An ECR applicant applying for these grants must have included a senior academic who is research active as a mentor and part of the project.
Academic Research Category	Funding support
Non ECR research active full time staff member	*Pilot or seed funding*: 3 x $2,000 grants are available for a seed funding or as a pilot study as part of external grant funding applications. This funding is also available for a research supervisor to assist research students in publishing work. *Major Project: 1*x $5,000 grant is available per year for significant projects for research teams in the institute.

4.2. Research Active Staff Incentive Support

Academic Research related activity	Funding support
Research active staff	For each Level A (or impact factor equivalent) publication in a calendar year the researcher will be awarded $500.00 as a publication recognition allocation additional to their allocated research development funding to be used for research related activities
Research active staff	*All staff approved as research active status can apply for funding support which can be used for several research related developmental activities per annum.* *These activities include:* • *Conference funding both domestic and international (must present paper and the conference must have a proceedings)* • *Assistance in publication costs as deemed appropriate by Head of School* • *Attendance on research related forums, including professional association membership (were associations support scholarship and research activities which directly relate to your disciplinary area) Heads of School approval required.* • *Other research related activity approved on a case-by-case basis, on approval by Heads of School.* *Each eligible research active staff member can apply for funding support as listed in 5.0 below*

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	Page 3 of 5

5. Funding provisions for research active staff

5.1. Full-time and Part-time Staff

- $400 for registration towards attendance for 10 hours at a local seminar/workshop/conference.
- A total cost per staff member of $7,300 for 3 years and $2650 per annum for activities listed in table 4.2. As a guide and example such funding can be apportioned as $800 for a local conference, $1500 for a national conference (including New Zealand) and $5000 for an international conference.
- For Casual Appointments (teaching more than 10 contact hours per week on a regular basis)- and research active, a guide of $400 for 10 hours of attendance at a conference.
- Quality and suitability of conference and Journal publication destination (home) must be approved by Head of School prior to publication submission or conference submission if funding is sought from the Institute.

5.2. Reporting on MIT funded Grants

Each project will provide milestones for reporting status as part of the application process. All grants require reporting updates against milestones and targets annually to fit into Institute reporting cycles. Project progress reporting will occur annually and will be sent to the MIT Scholarship and Research Coordinator who will convene the committee to review grant progress. Minutes from these meetings will inform annual reporting through the Teaching and Learning Committee and Academic Board.

6. Application Process

Applications may be submitted throughout the year and granted subject to availability.

Applications are to be directed to MIT's Scholarship and Research Committee and decisions are based on the following:

- Contribution to the professional profile of the individual/s and the institution (MIT)
- Collaborative methodology
    - both internally [e.g., interdisciplinary team], and
    - externally [e.g., with another institution {Federation University}]
- Feasibility and Practicality

If successful, the funds may be used to employ research assistants (for literature searches), fund their research methodology (e.g., site visits, surveys …), relief from tutoring (not lecturing), database and software purchase (MIT will maintain ownership of the software), data entry (where students can be employed as appropriate) relevant conference support, publication costs, and promotion (for dissemination of the outcomes).

Applications must be accompanied by a proposal no more than 3 pages (excluding references) in length using standard 12-point font using the research grant application form. Proposals longer than

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	Page 4 of 5

3 pages, and/or with attachments, will not be considered. The application must be approved by the Head of School and not used in conjunction with any professional development funding.

All funds must be expended by the duration of the project. If not, the money reverts to the Scholarship of Teaching and Research Fund and made available for future applications.

7. Eligibility and Conditions

All MIT full and part-time academic and general staff from both Sydney and Melbourne campus are eligible to apply for available grant funding. Casual staff may be involved if they are part of an MIT research group or collaborative project.

All research project work carried at MIT and or funded by MIT belongs to MIT

- If staff leave MIT, all data related to research project should be handed to PD and Scholarship coordinator prior to departure.
- If staff changes a full-time/part-time position to casual position, staff cannot claim funds for the work carried out for the research project.
- For any publication from the research project work, all authors should acknowledge MIT as the funding institute and use MIT email id as staff email id.
- Prior approval of MIT is required for any publication that has commercial implications for MIT's operations.
- MIT funded research must be attributed to MIT regardless of whether a staff member has left MIT or not.

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	Page 5 of 5