



**EXCELSIA  
COLLEGE**  
— Sydney —

### **Objects of Excelsia College**

Motivated by the Christian faith, as expressed by the Apostles' Creed and Nicene Creed, with fidelity to the Scriptures as the Word of God, the Objects of the College are the advancement of the Christian faith and higher education.

### **Document Number**

**GUI-RES-01**

### **Document Name**

**RESEARCH EXCELLENCE AWARDS GUIDELINES**

### **Document Status**

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## 1 Purpose of Awards

The Excelsia College Research Excellence Awards recognise outstanding research and celebrates achievement within the Excelsia College research environment. Through its 2020–2025 Strategic Plan, Excelsia is committed to growing its reputation as a leading higher education provider, with research excellence and innovation as core tenets of its activities.

The awards provide a platform for the College to showcase some of the outstanding work being carried out in research and supervision. They also increase our capacity to attract, retain and develop talented staff, and to build organisational strength.

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## 2 Eligibility

- The nominee must be employed by Excelsia College or have an honorary appointment and would normally have completed probation and/or have no impediments to their continued employment.
- Casual staff may be nominated where appropriate.
- The nominee(s) must have been employed at Excelsia College for a minimum of 2 years at the time of nomination. For team nominations, the majority of the team must have been at Excelsia College for a minimum of 2 years and the coordinating nominee must have been at Excelsia College for a minimum of 2 years.
- The nominated activity must have been conducted at Excelsia College.
- An individual or team can be nominated for multiple categories in any given year, but only once per category.
- Previous winners are not eligible to be nominated a second time in the same category within 3 years.
- Unsuccessful nominees are eligible to re-apply in a subsequent year.
- Nominations are invited from individuals and teams from across the College. Multi- or cross-disciplinary nominations are highly encouraged for all awards where appropriate.

Additional eligibility and selection criteria are outlined under each award category.

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## 3 Awards

At least one award will be available each year, for an individual or team, in the following categories:

- Early Career Researcher Award
- Excellence in Research Award
- Excellence in HDR Supervision Award

### Early Career Researcher Award

Awarded to an outstanding individual academic or professional staff member actively engaged in research, who is within 5 years of PhD completion. Honorary staff may also be considered, providing their research is primarily based at the College.

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The award recognises individuals who have shown outstanding performance in research relative to opportunity in the following areas over the past 2 years:

- research outputs and citations
- research income
- research training: involvement in the Higher Degree by Research (HDR) supervision.

In addition, the selection committee will consider the contributions of individuals to the college in terms of engagement in collaboration and innovation activities.

The winner of the Early Career Researcher Excellence Award will receive \$1,000 to be used to fund activities related to research in the year following the announcement of the award (e.g., conferences, research assistance for research-related papers or projects).

### Selection Criteria

- Nominations will *not* be sought for this award.
- A selection committee, appointed by the Chief Academic Officer, will decide the award based on data on research activity in the areas described above.
- Researchers will be assessed within their Schools and the researcher within each school who has achieved the most outstanding composite result in the categories above will be shortlisted for the award.

### Excellence in Research Award

To be eligible for this award the nominee must have at least 10 years of research experience since the award of their PhD (or equivalent research qualification).

To be considered competitive for this award, a nomination should demonstrate that the nominee:

- is recognised internationally as being influential in expanding the knowledge of their discipline area
- has made independent and original contributions to research, which have a significant impact on their field of expertise, and
- leads and fosters excellence in research, including research training and supervision.

### Selection Criteria

- Recognition – the level of recognition being received by the nominee and the College through the achievement of the nominee’s high-quality research outcomes (publications, intellectual rights, patents, awards, prizes, citations, etc.).
- Leadership – the level of leadership, focus and strategic direction that the nominee provides to research and scholarship projects and activities, and the extent to which they build research and scholarship capabilities within other individuals and the Excelsia community.
- Development – the extent to which the nominee contributes to the building of significant, enduring, and sustainable research and scholarship activities through the receipt of grants, affiliations, HDR supervision, collaborations, and partnership with industry and the community.
- Significance – to what extent the nominee’s research and scholarship has provided/is providing any practical, innovative solutions for industry, supported the development of new business opportunities, and/or the development of a socially useful intellectual discipline or outcome.

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Priority weighting will be given to work performed in the previous 12 months.

Applications will be assessed based on evidence supporting the nomination.

The winner of the Excellence in Research Award will receive \$1,000 to be used to fund activities related to research in the year following the announcement of the award (e.g., conferences, research assistance for research-related papers or projects).

### Application Procedure

Applications should be made directly to the Chief Academic Officer at [cao@excelsia.edu.au](mailto:cao@excelsia.edu.au)

### Excellence in HDR Supervision Award

Quality supervision is critical to the success of any research candidature, including timely completion of milestones and the development of appropriate academic and research integrity practices. This award recognises an outstanding research supervisor and the important role they play in supporting the research achievements and development of Higher Degree Research (HDR) candidates at Excelsia College.

The Award for Excellence in HDR Supervision reflects Excelsia College's commitment to achieving and acknowledging outstanding supervision, mentoring, and training of HDR candidates in alignment with the College's vision and strategic goals.

### Eligibility

The nominee should:

- have a minimum of 3 years of service at Excelsia College. In the case of a team application, the majority of nominees must meet this criteria
- be eligible to supervise as principal supervisor. In the case of a team application, all nominees must be eligible to supervise as either associate or principal supervisors
- be currently active in HDR student supervision at Excelsia College
- have supervised to completion at least 3 HDR candidates within the past 5 years.

### Selection Criteria

The committee will consider the following criteria.

#### 1. Track record in research supervision at Excelsia College (past 5 years)

A report summarising all current, completed, withdrawn, and transferred higher degree candidates, completion rates, time to completion, candidature details, and thesis classification outcomes for completed candidates over the past 5 years, which will be compiled for all nominees by the Research Office.

#### 2. Demonstrated engagement in high quality and innovative research supervision practice

Examples include:

- organising discipline-based seminars or workshops for HDR students
- critical analysis of student work with timely, appropriate, helpful, and explanatory feedback

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- scaffolding student learning by maintaining a balance between guidance and encouragement to develop students as independent researchers
- programs or initiatives that support HDR students' mental health and wellbeing
- fostering and facilitating students' development of academic skills, graduate attributes and self-direction
- additional assistance with students' accessing of specialist expertise and resources (e.g., statistics, computing, language)
- demonstrating cultural competency when working with students from diverse backgrounds
- effective approaches to guidance during the planning of research projects
- engagement of research students in the broader intellectual life of the discipline, School and College, or evidence external to Excelsia College
- induction of students into the national and international research communities in their fields
- ensuring good practices with respect to research integrity and ethical conduct.

### **3. Co-publication or production of other research outputs with or by candidates**

Examples include:

- supervision practices that lead to students publishing and/or presenting papers at prestigious conferences, or winning prizes and awards
- list of co-authored articles, or production of other research outputs
- list of HDR candidate publications where support/mentoring was provided.

### **4. Leadership in research supervision including the provision of mentoring to less experienced supervisors**

Examples may include:

- mentoring academic staff new to supervision
- participating in and contributing to supervisor workshops and training
- contributing to the development of School or Research Committee policies or processes to enhance research training supervision and accountability
- influence beyond Excelsia College into the broader research community.

### **5. Development of HDR candidate's employability skills and professional networks, and promotion of industry engagement**

Examples may include:

- mentoring of students in career development and/or developing a career plan or CV
- advising students on job contacts and possibilities
- encouraging students to utilise internship opportunities
- encouraging students to join professional associations and develop their own professional networks
- induction of students into the national and international research communities in their fields
- engagement with end-user or industry-based projects and supervisors
- assisting/supporting students to apply for research funding, including awards, grants and travel awards
- encouraging students to develop social media and academic media online research profiles.

### **6. Positive outcomes of candidates**

Examples may include:

- supervision practices that lead to students publishing and/or presenting papers at prestigious conferences, or winning prizes and awards
- supervision practices that led to research projects and research theses judged by examiners to be of outstanding quality

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- positive post-graduation outcomes of candidates, such as awards and graduate destinations.

Applications will be assessed based on evidence supporting the nomination.

### Nominations

Senior academic staff familiar with the discipline's research training program may nominate an eligible supervisor. Alternatively, nominees can self-nominate. During performance review discussions, Heads of Schools are encouraged to identify, support and/or nominate staff members who demonstrate excellence in research supervision and promote their submission of a nomination.

### Application Procedure

- Nominations for the award can be made by any member of the Excelsia community, including staff, current HDR candidates and alumni. Self-nomination by a registered HDR supervisor is also permitted.
- Nominations shall be endorsed by the nominee (unless self-nominating) and relevant Head of School (or equivalent manager of the unit).
- Completed applications and portfolios shall be submitted electronically to the Chief Academic Officer at [cao@excelsia.edu.au](mailto:cao@excelsia.edu.au)
- Where a nomination is accepted, the Research Office shall prepare and supply to the nominee:
  - confirmation of registration as a supervisor
  - evidence of attendance at Excelsia College supervisor professional development activities within the last 2 years
  - relevant statistics relating to current load, completion and attrition rates, examination outcomes, and time to completion for the nominated individual and/or group. These statistics shall also reflect the nature of the supervision relationship (e.g., being from time of admission, compared with circumstances where the supervisor has joined partway through the candidature).

The winner of the Excellence in HDR Supervision Award will receive \$1,000 to be used to fund activities related to research in the year following the announcement of the award (e.g., conferences, research assistance for research-related papers or projects).

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## 4 Selection Committee

The Selection Committee is appointed and chaired by the Chief Academic Officer. Its membership includes a member of the Research Committee, a member of Learning and Teaching Committee, and a representative from the Management Committee.

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## 5 Application

For each award, the application must include the following:

- a statement addressing the selection criteria (4 x A4 page limit)
- statement of support from the Head of School (1 x A4 page limit)
- evidence that supports nomination.

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## 6 Related Documents and References

PO-STA-37 College Excellence in Teaching Award

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## 7 Document History

This document has been amended as follows:

Version	Amendments / Date / Notes

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