

Vice-Chancellor's Staff Excellence Awards

2024 Vice-Chancellor's Award for Outstanding Research Communication

1 Award of \$5,000 - Nominations due by 4:00pm, Wednesday 19 June 2024

Guidelines for nomination

This award recognises and rewards current research staff, individually or as research teams, for demonstrating excellent performance in research communication by:

- Recognising the importance of targeted and focussed dissemination of research outcomes outside of the University;
- Recognising the importance of research that adds value and makes a positive impact by informing our communities, stakeholders and end-users about the importance and relevance of ECU research.

The award is aligned with the University's research priority to build its research profile for high quality and impactful research.

One award (individual or team) will be made annually. Award recipients will receive \$5,000 and a certificate presented by the Vice-Chancellor.

Eligibility Criteria:

Nominees are eligible to apply if:

They have received an invitation to submit a nomination by their Associate Dean Research, Director of ECUSRIC or Executive Dean via the online portal.

They are a current full-time or part-time ECU academic or professional staff members and teams, who have been employed by ECU for a minimum of 2 years and who are active in research.

All award winners will demonstrate:

- ECU's values of Integrity, Respect, Rational Inquiry, Courage and Personal Excellence;
- Involvement in research communication above the normal expectations of the nominee's role.

Awards **will only** be made in recognition of strongly engaged and effective communication around one research output (or set of linked outputs) or over a defined period of time. The focus is on communication to non-academic audiences.

This award is only for research communication activities undertaken at ECU, in relation to research conducted at ECU. A researcher who has undertaken research communication relating to a project not conducted at ECU, or in a previous place of employment, is not eligible to be nominated.

Nominees may only apply for one award in this category in any one year, with the exception that they may submit one individual application and one team application.

Expectations of Award Recipients:

Please note, as a condition of entry, successful nominees for the Vice-Chancellor's Outstanding Research Communication Award may be requested by the Deputy Vice Chancellor Research (DVCR) to display their nomination on the university website as an ECU research exemplar.

Selection Criteria (all criteria must be addressed):

Nominations will be assessed in relation to the following criteria:

- 1. Nature of the Research Communication**
- 2. Leadership and collaboration**
- 3. Communication Impact**

Nominations:

In conjunction with People and Culture, Research Services will call for nominations on an annual basis.

An invitation to nominate must be made by your Associate Dean Research, Director of ECUSRIC or Executive Dean via the [online nomination](#) portal.

An email invitation will then be sent to the nominee with instructions on how to submit their nomination for consideration of the awards selection committee.

Any queries should be directed to the Director, Research Services.

Management for Performance (MPS):

During performance review discussions, Line Managers are encouraged to identify, support and / or nominate staff members who may demonstrate exemplary research communication and promote their submission of a nomination.

Nomination guide and structure:

Once nominated, submissions for Outstanding Research Communication Award must include:

- 1. Statement** addressing Research Description and **all** Selection Criteria (3 to 5 pages):
 - **Research Description** – *a description of the research that was the basis of this communication activity*
 - **Nature of the Research Communication** - *Describe the topic area of the research communication. Describe what approach you used for this communication and why. Who was your target audience/s and what were your planned strategies for reaching them in your communication plan? What were your targeted avenues for communication?*
 - **Leadership and collaboration** - *This refers to how you have been recognised as an outstanding research communicator and how you have shared your knowledge and contacts to support the development of communication excellence in other ECU researchers. This could include a range of activities such as formal recognition of your communication skills, or mentoring activities such as co-authoring Conversation pieces with first time authors or sharing communication skills with peers through training.*

- **Communication Impact** - *Impact refers to how your communication activities have resulted in tangible benefits for ECU or the community. This could include funding or speaking opportunities that can be directly attributed to research communication efforts. Please describe how your communication activities have resulted in more community awareness or stakeholder investment, and/or or how your communication efforts have contributed to economic, social, environmental or health outcomes in Western Australia. Evidence needs to be provided and can include altmetrics, media mentions, social media tracking, number and type of media outlets, peak body links, conference details, proof of invitations to speak etc.*

2. **A brief CV** including a list of all relevant media and publicity items.

Nominations should avoid using acronyms or the use of discipline-specific language or jargon. It is important that all nominations are able to be fully read and understood by those not expert in this field.

Formatting requirements

Please ensure that all documents are A4 page size, fonts are 11 point Arial or Calibri, margins are at least 2cm all around, there is clear definition between paragraphs, and page numbers and section headings are included.

Submitting the nomination

The nominee should email their selection criteria as outlined above, their CV and referee reports to vcstaffawards@ecu.edu.au by the due date in **one (1) single pdf attachment**.

Award Selection Committee:

The committee will assess nominations and decide on winners. It will comprise the following, none of whom may be nominees or nominators:

- Deputy Vice-Chancellor (Research) or nominee as Chair;
- Chair, Academic Board or nominee;
- One ECU Professor elected by the Academic Board;
- Director, Research Services;
- Director, Brand and Marketing, or nominee, and
- Executive Officer, Research Services (non-voting).

Nominated and elected committee members will have a term of three years commencing 1 January.

The Award Selection Committee has the authority to seek further evidence from such persons it deems necessary to evaluate the nominations.

The Award Selection Committee reserves the right not to recommend an award if, in its assessment, there is no nomination of sufficient merit.

The Executive Officer shall present the nominations and any other relevant information to the Vice-Chancellor's Award Selection Committee.

The Vice-Chancellor will review the recommendations from the Awards Selection Committee and decide upon the winners. The Vice-Chancellor's decision will be final.

The winners will be formally advised of the outcome. A copy of the certificate will be filed in the respective personnel files.

Presentation of Awards:

The Vice-Chancellor will host an event to provide a formal and public recognition of the respective achievements and excellence of ECU's staff.

Successful recipient(s) may be asked to present at various public events. Event photography may be utilised to promote the awards.

Method of Payment:

Nominated staff must choose a preferred option for payment as part of their nomination prior to the event. An email will be sent prior to the event in November to request the preferred option for payment:

- **Cash lump sum payment** – default method if no selection made (paid through the payroll system and subject to income tax at the employee's marginal tax rate); or
- **Payment credited directly to your Superannuation Account as a pre-tax contribution**; If you select this option you may wish to seek personal financial advice as there are caps on the amount you can contribute to your super each financial year that, if exceeded, may result in additional tax implication; or
- **Nominated ECU project/research/school account to be paid into an ECU account of choice**. The prize monies must be used for work related expenditure and cannot be redistributed among team members for personal use. Nominees are advised to consult their respective Operations Manager before electing to nominate an ECU account, as there are limitations for time in which prize monies are to be spent. These funds will be allocated to your School or Centre in January of the following year and must be used within one year.

An email will be sent to all nominees prior to the event in November to request the preferred payment option. If no selection is made and the nominee is successfully selected as a winner of an award, payment of the award prize will default to payment via cash lump sum paid through payroll.

Work related expenditure does not normally attract Fringe Benefits Tax (FBT). However, if FBT does apply to the expenditure, it will form part of the award amount so the team members would only be eligible to spend the net-of-FBT amount. Nominees are advised to consult their respective Operations Manager or Finance Team if unsure.

For team-based nominations, prize monies will be divided between team members equally unless specified at the time of nomination to the PC Executive Officer.

Research Services Responsibilities:

On an annual basis Research Services in conjunction with PCSC shall:

- Advertise the awards including inviting members of the University to identify and encourage suitable nominations;
- Arrange for the panel to consider the nominations;
- Prepare all meeting Minutes and recommendations;
- Organise the final decision by the Vice-Chancellor;
- Invite the winners to participate in activities where they can share their expertise; and
- Report on the outcomes of the VC Outstanding Research Communication award to the Deputy Vice-Chancellor (Research) and then provide outcomes and necessary details to the Vice-Chancellor.