	Research Framework Policy
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1. Purpose

S P Jain School of Global Management (S P Jain / the School) is a registered Institute of Higher Education under the TEQSA Act (2011). The School delivers a range of undergraduate and postgraduate courses, some of which are Higher Degree Research (HDR) degree/courses. As a higher education provider that offers research training to students and those academic staff, professional staff or students may be involved in research, the School has developed this *Research Framework Policy* that sets out our approach to fostering, managing and undertaking research.

2. Scope

This *Research Framework Policy* is designed to provide information about the School's approach to research and research training where it applies to:
a. students enrolled in the School's HDR degrees/courses;
b. students undertaking or participating in research projects;
c. academic staff with responsibilities for supervising students undertaking research projects;
d. academic and/or professional staff undertaking or participating in research projects;
e. members of the S P Jain community involved in publication, authorship, and creation of intellectual property;
f. members of the S P Jain community collaborating with any external partners for research, and
g. academic and/or professional staff with responsibilities for recording and managing research outputs.

3. Definition of Research

a. The Department of Education and Training (Australia) [1] defines research based upon the OCED definition as:
"the creation of new knowledge and/or the use of existing knowledge in a new and creative way so as 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"[2].

b. S P Jain considers the following activities as constituting research (as distinct from scholarly activities):
   i.   Undertaking research projects for the purposes of an HDR degree/course;
   ii. Undertaking approved collaborative research projects with industry partners; government agencies, NGOs, or peer institutions;
   iii. Undertaking individual research projects for the purpose of contributing new knowledge to a field of study or discipline;
   iv. Creation of intellectual property for application in the industry or the community, and
   v.   Research activities that lead to new findings and assessed or scrutinised by peer-review or independent review by experts in the field.

c. Outcomes of research can include:
   i.   Production of a peer-reviewed monograph or thesis;
   ii.   Publications in any medium and including in peer-reviewed and reputable journals;
   iii. Authorship of or in a published book, whether as an editor, contributor, author or co-author;
   iv.   Creation of new products or prototypes including instructional software;
   v.   Development of new academic or educational programs;
   vi.   Competitive research awards;
   vii. Dissemination of research at conference proceedings amongst other scholarly communities, and
   viii. Contributions to practice including the development of discipline-based practice tools, and published reports.

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[1] *Final 2019 HERDC Specifications for the collection of 2018 data*

[2] OECD (2015), *Frascati Manual 2015: Guidelines for Collecting and Reporting Data on Research and Experimental Development, The Measurement of Scientific, Technological and Innovation Activities*, OECD Publishing, Paris, pp 44-45.

4. Research Culture at S P Jain

a. The *Research Framework Policy* is focussed on the achievement of a critical mass of research outputs that are of a high quality by creating and sustaining supportive, creative, collaborative and vibrant culture. The research culture aims at a high quality of research engagement with students, academic and professional colleagues, industry, business and professional communities.

b. While pursuing research activities, all academics, professional staff, students and members of the S P Jain community are required to comply with professional standards for research and the School's *Research Ethics and Integrity Policy*. The School has adopted the principles of ethical human research as set out in the Australian National Statement on Ethical Conduct in Human Research (2007, updated 2018).

c. To support the School's vision and mission, S P Jain is committed to promoting and creating an environment for academic staff, professional staff and students. S P Jain is committed to a research culture to facilitate the following intended outcomes:

   i. **Outcome for students:** Develop individual and collaborative research skills and knowledge and establish publication record to facilitate career entry.
   ii. **Outcome for Academic Staff:** Develop research profile, facilitate academic promotion, and enhance knowledge and skills to inform teaching and learning.
   iii. **Professional staff:** Support professional staff willing to undertake research.
   iv. **Outcome for Industry Partners:** For industry partners, research can inform emerging and developing trends of practices in the sector.
   v. **Outcome for S P Jain:** Contribute to the School's strategic objectives, enhance the research capabilities of the School and develop the global brand image for the school in the field of research.

5. Research Principles

The School's approach for research adheres to the following research principles:

a. **Distinctive expertise:** The basic principle of the research lies in its unique contribution with exhibition of the expertise of the researcher in a relevant discipline or inter disciplines.
b. **Collaboration:** The academic staff of S P Jain are encouraged to conduct and disseminate disciplinary and inter-disciplinary research for publication or for conference proceedings including joint authorship with:

   i. S P Jain students either on research-based projects undertaken by students as a requirement for the course of study or in partnership on specific projects with students;
   ii. Other academic staff including adjunct faculty,
   iii. S P Jain's professional staff, and
   iv. With experts from industry and other organizations including education institutions.

c. **Academic Freedom:** S P Jain is committed to the protection and promotion of academic freedom and free intellectual inquiry. Individual researchers and scholars at S P Jain are guided by the *Academic Freedom and Free Intellectual Inquiry Policy.*

d. **Ethical and Safe:** Research techniques must not violate recognised research ethics (including clause 4b supra) with respect to the health, safety, privacy, and other personal rights of those being researched. All research proposals that require ethics approval must be submitted in line with the definition of minimal risk proposals as set out in the *Research Ethics and Integrity Policy.*

e. **Originality:** All research must be original without violating intellectual property developed by others, and by accurately citing the work of others and appropriately recognising others' contribution to authorship. They are guided by the *Intellectual Property and Copyright Policy.*

f. **Theoretical and Applied:** S P Jain supports an environment conducive to all forms of research with a view to applied research to solve complex problems in the community and service the needs of industry.

6. **Fostering Research Activities**

a. The School fosters, manages and oversees research activities through:
   i. Establishment of the *Research and Knowledge Creation Committee (RKCC)* as a sub-committee of the *Academic Board* which follows a planned approach to research activities by developing and monitoring a two-yearly Research Plan;
   ii. Approving all research activities as detailed in the *Research Ethics and Integrity Policy*;
   iii. Inclusion of research activities as a key criterion for academic staff performance evaluation and academic staff recruitment;
   iv. Implementing a faculty workload model that considers and accounts for research allocation designed to be tailored and balanced against other teaching and learning duties;
   v. Conducting monthly faculty research skills development training workshops and/or seminars by leading researchers internally and externally, and
   vi. Conducting joint research that is of industry relevance through partnerships with students and/or organisations.

7. Faculty Research Expectations

a. Research expectations may vary across individual academic and professional staff. The expectations are set out in each academic staff's contract or via agreement with Faculty Heads. Annual staff evaluation processes assess the level of research activities.

b. On average 30% of faculty time, in aggregate, should be concentrated on research for the School.

c. Research performance is one factor in the annual assessment process for increments and bonuses. All full-time academic staff are expected to:
   i. Achieve impactful research outcomes ((ISI, ABDC journal listings, citation and impact indicators)
   ii. Disseminate their research findings to be used in a variety of ways such as engaging with industry and students
   iii. Foster a spirit of enterprise through research, education and practice
   iv. Deliver high quality theory development and/or practice relevant research education

d. To achieve the above goals, academic staff are expected to:
   i. Publish regularly in scholarly refereed journals, both regional and international.
   ii. Disseminate their research by attending conferences, giving seminars and colloquiums to corporations, students etc.
   iii. Use their research findings to inform curriculum, pedagogical approaches and course development.

8. Rewarding Research

a. To reward research and recognise research impact, the School evaluates research publications by academic staff according to the following schema applied in their evaluation processes and against eligibility for promotion:

   i. **Good:** Publications must be on current topics in outlets valued by trade, industry and government in ABDC "C" ranked Journals or ISI Thomson with an impact factor from 0.00 but less than 0.50
   ii. **Superior**: Publications must be on current topics in outlets recognized by his/her peers in the same field of research (e.g. journals, conferences, and/or book chapters). Articles published in ABDC "B" ranked Journals or ISI Thomson with an impact factor of more than 0.50 but less than 1.00
   iii. **Outstanding**: Publications must be on current topics in top tier application and/or peer reviewed journals, with ABDC "A or A*" ranked Journals or ISI Thomson with an impact factor of 1.00 and above
   iv. **Additional weighting:** Publications included in the FT Ranking Journals will have more weightage irrespective of category mentioned above

9. Academic Staff Research Workload Allocation

a. Each Head of Department makes an initial allocation of teaching load by considering the following (not a complete list):
   i. Expertise of the academic staff
   ii. Evaluation of experience in teaching the same or similar course as part of teaching load
   iii. Earlier teaching evaluations
   iv. Leave entitlements
   v. Number of academic staff on leave

b. S P Jain will adjust the workload of the academic staff who publish in the ISI Thomson/ABDC ranked journals on the following criteria:
   i. Good: 100 points
   ii. Superior: 200 points
   iii. Outstanding: 300 points
   iv. FT Ranking Journals: 400 points

10. Research support

a. The School provides faculty with the following support mechanisms to encourage and enable research across the School:
   i. Training and development of research activities by internal as well as external experts;
   ii. Regular monthly meetings or discussions on matters of research interest;
   iii. Financial incentives based on quality of the publication as stated below;
   iv. Collaborative research is encouraged with students; mentored and closely supervised by academic mentor and industry mentor;
   v. Financial support and leave for presentation of papers published in journals or presentation in conferences. Eligibility for funding is detailed in the *Scholarship of Learning and Teaching Policy;*
   vi. Sharing of research findings is encouraged with students in the classes or workshops or seminars, and
   vii. Shared research projects and joint authorship with students, industry, as well as experts in other institutions, is encouraged.

11. Intellectual Property (IP)

a. Intellectual property rights for research activities are detailed in the *Intellectual Property and Copyright Policy.*

12. Research Partnerships and External Funding

    a.   Where external resources and funding are involved, an MoU or agreement needs to be signed by all parties specifying the contribution of each party to the research project, any IP and publication constraints noted, and the protections available to all parties if the research project proves to be not viable or that one or more parties no longer wishes to continue the research collaboration.

13. Breaches of Research Integrity

The School is committed to robust academic and research integrity as detailed in the *Research Ethics and Integrity Policy*.

14. Student-Led Collaborations

    a.   In the case of student-led research projects in collaboration with an industry mentor or partner, the research topic is finalised by student(s), academic mentor and the industry mentor as a collaboration.

    b.   The student's research project is closely monitored by the academic mentor and industry mentor in various stages of review namely initial proposal, mid-review and final presentation.

    c.   When the draft project report is ready, the final presentation by the student(s) is carried out in the form of a public viva in which both academic and industry mentors may be present.

    d.   This process allows the student researcher to receive critical and constructive feedback and scrutiny and which may inform amendments or modifications to the research project.

    e.   Once the research project is finalised, and if the academic mentor finds the research promising and substantive enough to pursue publication options, the faculty will then support the student towards publication in a reputed journal listed in ISI Thomson, ABDC, Scopus and Cabells. The academic mentor may be recognised in the authorship of the publication and may present the paper as a co-author to a reputable and peer-reviewed conference as further dissemination and discussion that may subsequently inform the pedagogical content and teaching and learning activities of students.

15. Management of Research Output

    a.   The School records, documents and maintains all records relating to:
        i.   Research proposals and outcomes;
        ii.   Research ethics applications and outcomes;

  iii. Contracts or funding agreements with external parties as research partners

  iv. Intellectual Property claims or ownership records

  v. Breaches of Research Integrity

  vi. Research outputs including articles, publications, conference papers and other public events where research has been disseminated.

 b. The Chair of the RKCC is responsible for maintaining and managing records relating to the School's research activities.

Related Policies

a. Academic Freedom and Free Intellectual Inquiry Policy

b. Intellectual Property and Copyright Policy

c. Research Ethics and Integrity Policy

d. Scholarship of Learning and Teaching Policy

e. Staff Grievance and Complaint Policy and Procedures

f. Student Grievance and Mediation Policy and Procedures