

# Vice-Chancellor's Award Guidelines - Research Supervision Excellence

## Section 1 - Purpose

(1) Charles Sturt University (the University) has established Awards for Research Supervision Excellence to acknowledge outstanding research supervision by individuals and supervisory teams. Supervisors and supervisory team members who believe their approach to supervision enhances the quality of research training and the progress of a research candidate or candidates in a significant way are invited to nominate.

## Section 2 - Glossary

(2) Nil.

## Section 3 - Policy

(3) Nil.

## Section 4 - Procedures

(4) Nil.

## Section 5 - Guidelines

### Part A - Objectives

(5) Encourage staff of Charles Sturt University (the University) to improve and enhance their own performance and the capability of others to develop to their full potential.

(6) Formally recognise and encourage academic and adjunct staff who, as individuals or a supervisory team, have made a major contribution to the supervision of a research higher degree student or students by: maintaining an exceptional record of quality research supervision measured in terms of feedback from students and/or graduates, time for completion, research publications of current and previous students, levels of assessment by examiners, especially within the last three years.

(7) Support ongoing professional and career development of University staff.

### Part B - Number of Awards

(8) There is one Vice-Chancellor's award allocated in recognition of Research Supervision Excellence for either an individual or a team.

## Part C - Staff Eligibility Criteria

(9) The Vice-Chancellor's Award for Research Supervision Excellence is open to staff who meet the following eligibility criteria for an individual or team nomination:

a. Individual award nominations:

- i. All academic staff members who currently hold a continuing or fixed term appointment at Charles Sturt University on a full-time or fractional basis of 0.4 or greater, have completed a minimum of two years of service at the University, and have successfully completed probation are eligible to apply. No researcher is entitled to receive more than one Vice-Chancellor's Award in any three year period.

b. Team award nominations:

- i. All staff members and members of the research team, including technical staff and research assistants and other significant contributors who are not members of staff of the University, should be included in the team nomination.

## Part D - Nominations

(10) Any Charles Sturt University staff member, student, member of the University community or an external professional partner of the University may nominate a staff member or team that he/she considers to be deserving of a Vice-Chancellor's Award.

(11) Staff may not be nominated or receive an Individual Award and a Team Award for the same achievement in any year.

(12) Staff are not eligible to receive or to be nominated for an Individual Award if they have been a recipient of an Individual Award in this category within the past three years.

(13) Each nomination must meet all relevant eligibility criteria for either an individual or team nomination to be considered for an award.

(14) Self-nominations are not accepted for this award category.

(15) Original plus five copies of the application for the award are to be signed and commented on by one of the following: Head of School, Centre Director, Sub-Dean and Executive Dean and lodged with the Deputy Vice-Chancellor (Research, Development and Industry) during the nomination period.

(16) Applications should not exceed five A4 pages in at least 11 point font. Material presented in excess of five pages will be removed.

(17) In addition to this, applications may be supported by testimonials from the student or students and any graduates. Academic colleagues familiar with the teams' activities should also be asked to provide testimonial.

## Part E - Selection Process and Criteria

(18) All nominations must be based on excellence in research supervision, which demonstrates clear alignment with the University's Strategy, culture and values.

(19) The selection committee meets to evaluate the nominations for the Vice-Chancellor's Award for Research Supervision Excellence against each of the following selection criteria:

- a. interest and enthusiasm for undertaking supervision and for promoting supervision excellence;
- b. ability to organise the supervision process cogently and imaginatively;

- c. participation in the effective and sympathetic guidance and advising of students;
- d. provision of appropriate advice, including the provision of worthwhile feedback to students on their learning;
- e. professional and systematic approach to supervision; and
- f. participation in professional activities and research related to supervision.

## **Part F - Selection Committee**

(20) The selection committee will be chaired by the Deputy Vice-Chancellor (Research, Development and Industry), or nominee, and comprised of three members of the Board of Graduate Studies, and one of the previous year's recipients. The committee must be comprised of at least two females.

(21) Depending upon the quality of the nominations received, the selection committee will normally recommend one individual or team for an award to the Vice-Chancellor.

(22) The selection committee's recommendation and the Vice-Chancellor's determination of an award are not subject to internal appeal or review.

## **Part G - Expectations of Award Recipients**

(23) The recipients of the Award will be expected to present a seminar regarding their supervision at a University-wide forum, and members of the team will be expected to make themselves available as mentors to colleagues.

## Status and Details

<b>Status</b>	Historic
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