



# **Quinquennial Review Submission Proforma**

## **QUT Faculty Research Centre Collaborative Research Centre**

### **Submission Report**

Nine (9) copies of the Quinquennial Submission, not exceeding 20 pages in length (excluding appendices) should be forwarded to the Deputy-Vice-Chancellor (Research and Commercialisation) by 1 June.

### **Review Process**

University Research and Development Committee appoints a panel to review the centre. The review panel for research centres will normally comprise

- the Deputy Vice-Chancellor (Research and Commercialisation) or nominee as chairperson
- the Director of Research and Research Training
- the Manager, Office of Research or nominee
- one member of Council
- two members of University Research and Development Committee preferably not drawn from the faculty or faculties in which the centre is located, and
- an eminent academic with expertise in the area and who is external to QUT

The Review panel will then visit the Centre and interview the Centre director, other key staff as appropriate, and a group of postgraduate research students. The panel will submit a Quinquennial Review Report to the Dean of Faculty. This report will include recommendations arising out of the review process for the Faculty's consideration and response.

The University Research and Development Committee will then consider the Faculty's response and the Quinquennial Review Report and use these make recommendations on the Centre's future status.

It will be then be forwarded to the University Academic Board to finalise the recommendations.

The Deputy Vice-Chancellor (Research and Commercialisation) will then liaise with the Dean of Faculty regarding the implementation of the recommendations.

## Recommendation of the Faculty

This report is endorsed by the Faculty and confirms continued financial and resource support from the Faculty for the Research Centre over the next five years

.....  
**Dean of Faculty**

.....  
**Date**

# Quinquennial Submission

## 1. Summary

Major achievements and research impact of the Centre over the reporting period (max 1 page)

## 2. Research Centre Structure

- a) Detail any variations to the Centre's structure and operational details, over the reporting period, including
  - Organisational structure (including reporting lines)
  - Director of Centre
  - Executive and Advisory Committees
  - Key academic staff and their time commitment (including commitments to other centres and concentrations)
  - Organisational links and support at QUT
  - Physical location and other resource matters
  - Continuing library and computing infrastructure (details should be provided from the Division of Technology, Information and Learning Support)

## 3. Research Students

- a) Detail the Centre's ability to attract quality students and ensure the timely completion of their degrees over the reporting period
- b) Comment on the extent to which the Centre's research focus and activities are complemented by the postgraduate research student degrees
- c) Describe the Centre's achievements and strategies to enhance the quality of postgraduate research training and supervision

## 4. Researchers

- a) Summarise the major achievements of the Centre's researchers including:
  - Continuing and major contributions to the body of knowledge by research and/or by critical analysis of existing knowledge, resulting in published articles in refereed journals, professional reports, books and other notable publications
  - Significant research outcomes including commercialisation from projects
  - Major prizes or honours by external bodies in recognition of research endeavour, including higher doctorates
  - Panel memberships such as ARC, NHMRC Boards and Editorship
  - Mentoring and leadership of research teams

- b) Indicate the extent to which the centre has been successful in nurturing early career researchers and in developing the research capacity of all researchers in the Centre
- c) Describe the role senior researchers (associate professor level and above) have played and how the Centre has maximised the benefit of their expertise

## 5. Research Outputs

- a) Each Faculty Research Centre and Collaborative Research Centre is expected to contribute a minimum of 3% on average annually to QUT's total research income, completions, student load and DEST weighted publications. Comment on the Centre's performance in the key research output areas, over the reporting period
  - Research Income
  - Completions
  - Student Load
  - Publications
- b) Describe the strategies that have been used to improve the research output of the Centre

## 6. Commercial Research

Outline the role commercial research has played in the Centre during the reporting period and any major achievements realised

## 7. Budget

- a) Detail and comment on how the Centre has performed, over the reporting period, in the context of its original budget predictions for the operating account of the Centre, detailing the Faculty's financial investment in the Centre and RTS/IGS funding
- b) Comment on how the Centre has performed over the reporting period with regards to external income from research grants, commercial research etc and their expenditure. Detail any major variation from the planned budget and how the Centre has adjusted

## 8. Consistency with University and Faculty Strategic Research Plan

Describe the evolution of the Centre's role, and the extent to which development has been and will continue to be, in accord with the University's and Faculty's strategies of research excellence, concentration and selectivity

## 9. Research Links

- a) Indicate the extent to which the Centre has achieved collaboration within QUT
- b) Describe any national research links the Centre has developed including those with Cooperative Research Centres (CRCs)
- c) Outline the degree to which the Centre has achieved an international profile and the effect this has had on the Centre
- d) Comment on the extent to which the Centre has achieved an internationally benchmarked quality standard for its research output

## 10. Business Plan: Future Developments for the Centre

Provide a five year business plan including

- a) Indicate the expected direction of the Research Centre over the next five years, including the development of any major research collaborations or funding opportunities, new key researchers and infrastructure, in particular those that will enhance the international profile of the Centre
- b) Key Research Performance Data Targets
- c) Strategies to be employed to achieve key performance targets
- d) Details of the Centre's plan to assure the quality of its research output
- e) A detailed budget statement which provides targets for all the expected income sources (both external and internal) for the Centre and the expenditure of these over the next five years. Briefly describe the strategies that will be used to achieve these targets

## 11. External Referees

Quinquennial Submissions will be subject to independent external referee review and assessment. They should therefore include the name, affiliation, address, phone, fax and e-mail address of three referees, at least one of which must be external to Australia.

External referees should have an internationally recognised reputation in the area of research associated with the Centre and a brief abbreviated curriculum vitae should be provided to illustrate this.

Referees will be asked to comment on:

- the capacity of the Centre to meet its objectives
- the international standing of the Centre
- the appropriateness, effectiveness and achievement of the research
- the performance quality standard adopted by the Centre
- the quantity, quality and impact of the research output
- the grants, publications and completions of the Centre compared with other international Centres in similar areas.

University Research and Development Committee may elect to nominate an additional external referee to comment on the performance of the centre