



Charles Sturt
University

Researcher Induction

Guide for new staff

Office of Research Services and Graduate Studies,
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For further information please contact

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Your Guide to Research @ Charles Sturt

Welcome to research at Charles Sturt University. This guide contains an orientation to the University's research community and support services, and information to assist you with understanding the systems, processes, policies and strategies for undertaking your research at Charles Sturt. The guide also helps you to find the information you need to develop as a successful researcher and become part of our vibrant research community. For further support or advice please get in touch with our friendly staff in the Research Office.

Associate Professor Jason White
Director, Research

Title	Description	Further information
Orientation		
Deputy Vice-Chancellor (Research)	<p>The DVC(R) is responsible for research, research training, partnerships with industry, commercialisation, Indigenous education and research leadership, and a number of other important strategic areas of the university relating to research, development and industry.</p> <p>Under the University's Delegations and Authorisations Policy, the DVC(R) is the delegated position with the authority to approve the submission of research funding applications and sign research-related funding agreements.</p>	<p>DVC(R) webpage</p> <p>Delegations and Authorisations Policy</p>
Office of Research Services and Graduate Studies	<p>The Office of Research Services and Graduate Studies provides services to academic staff, Higher Degree by Research (HDR) candidates, HDR supervisors, research support staff, and the University's academic leadership to support Charles Sturt's research strategy and goals. Key areas of the Research Office are Research Analytics, Research Legal, Research Support, Grant Management, and HDR & Scholarships.</p>	<p>Research Office profile</p>
Faculties	<p>Charles Sturt's three Faculties (Arts and Education; Business, Justice & Behavioural Sciences; and Science and Health) comprise a number of Schools for specific areas of study and research.</p> <p>The Faculties support researchers with:</p> <ul style="list-style-type: none">• Approvals and administration of research projects• HDR candidature administration and management• Internal funding schemes• Forums, networking and collaboration	<p>List of Faculties and Schools</p> <p>FoAE Research</p> <p>FoBJBS Research</p> <p>FoSH Research</p>

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Research Institutes	Charles Sturt has three Research Institutes designed to bring together staff around coherent research theme: <ul style="list-style-type: none"> • Gulbali Institute • Rural and Regional Health Research Institute • Cyber Security and Data Science Institute 	Research Institutes
Research facilities and infrastructure	Our facilities range from world class agricultural precincts to state-of-the-art laboratories and collaboration spaces. <ul style="list-style-type: none"> • AgriPark • Charles Sturt Regional Archives and University Art Collection • Charles Sturt Rhizolysimeter • Creative industry equipment • Environmental and Analytical Laboratories • Exercise and Sport Science Laboratories • High Performance Computing Facilities and Labs • National Life Sciences Hub (NaLSH) • School of Medicine clinical facilities and equipment • Veterinary Diagnostic Laboratory 	Research facilities at Charles Sturt
Who are the support people?	Academic support is provided by the Associate Deans (Research) and the Sub-Deans Graduate Studies across the three Faculties at Charles Sturt, as well as the three Research Institute Directors. <p>Additional support is provided by staff in the Office of Research Services and Graduate Studies and Student Services, including:</p> <ul style="list-style-type: none"> • Graduate Research Management • Grant Development Team • Grant Management Team • Researcher Development Team • Research Integrity Unit <p>Practical support for research projects is provided by Library Services, Spatial Data Analysis Network (SPAN), and Quantitative Consulting Unit (QCU).</p>	Research support contacts Associate Deans (Research) Sub-Deans Graduate Studies Research Institute Directors

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Understanding University systems, processes, policies, strategies		
Research Narrative	The Research Narrative sets the University's research priorities within three interdisciplinary research spheres: resilient people, flourishing communities, and sustainable environments.	Charles Sturt Research Narrative
Research landscape	Charles Sturt's research strengths lie across a number of Fields of Research, with a focus on: <ul style="list-style-type: none"> • Agriculture, land and water • Cultivation of a civic and just society • Cybersecurity • Education and Professional Practice • Indigenous research • Regional development • Sustaining resilient healthy communities 	Fields of research
CRO – Charles Sturt University Research Outputs	Charles Sturt University Research Output (CRO) is the University's repository for research and scholarly outputs created by Charles Sturt staff and students. There is a public showcase website, and a restricted database available only for staff access.	Getting started with research outputs Charles Sturt Output information page
MyResearch	Research Master is the University's research management system (also referred to as MyResearch). MyResearch is used to review and manage HDR students and their progress, funded projects, ethics, and research personnel.	MyResearch login
Research code of conduct	Charles Sturt researchers are obliged to comply with the Australian Code for the Responsible Conduct of Research (2018) in their research practices. Enquiries in relation to the Code and its application at Charles Sturt should be directed to the Research Integrity Unit .	Charles Sturt Code of Conduct Research Policy Australian Code for the Responsible Conduct of Research (2018)
Ethics and compliance	Ethics and safety in research is managed by our Research Integrity Unit. All researchers must obtain appropriate ethics approvals before commencing research involving animals or human participants. Charles Sturt also has a commitment to sustainability including a University Sustainability Statement.	Research Integrity Unit webpage Charles Sturt Sustainability webpage
Policies and procedures	A number of University policies govern the management of research. Everyone involved with research at Charles Sturt needs to refer to the relevant policies.	University policies

Title	Description	Further information
Grant processes	<p>Before you apply for a grant, you should understand the processes related to seeking approval, developing, submitting and managing a research project. All applications for external funding should be submitted via the Research Project Request (RPR) Form in MyResearch.</p> <p>As a Charles Sturt researcher, you can access and find funding opportunities through the Pivot-RP funding database.</p>	<p>Application Approval and Submission webpage</p> <p>Funding and Grants webpage</p> <p>Pivot-RP</p>
Internal funding opportunities	<p>There are various internal funding opportunities available. Ask about the various opportunities for seed grants, travel and conference support, leverage funding, infrastructure support, awards and fellowships.</p>	<p>Internal funding opportunities</p>
Supervising HDR students	<p>Research supervision is undertaken by a team of qualified academic staff who guide and support our Higher Degree Research (HDR) students. Researchers who are supervising HDR student projects must be listed on the Charles Sturt Register of Supervisors. Workshops to support new and upcoming supervisors are provided by the Office of Research Services and Graduate Studies Research Training Calendar.</p>	<p>Research supervision webpage</p> <p>Register of Supervisors</p> <p>Research Training Calendar</p>
Tools for researchers	<p>Access Charles Sturt's Research website for a range of tools, guides and electronic forms to undertake and manage your research projects. Including:</p> <ul style="list-style-type: none"> - Data analysis software - Referencing software - SurveyMonkey - Cloud and supercomputing - GIS, image analysis and statistics support <p>The Library also has information and resources to support researchers through every stage of the research cycle.</p> <p>Sustainability @ Charles Sturt have also published Sustainable Research Guidelines.</p>	<p>Research data, methods and tools</p> <p>Research forms and guides</p> <p>Specialised units – SPAN & QCU</p> <p>Library support for researchers</p> <p>Sustainable Research Guidelines</p>

Developing as a researcher

Responsibilities and expectations	<p>The standards of performance required of researchers at Charles Sturt depends on the research work function of staff appointments (e.g. research only, teaching and research, or adjunct), which are outlined in the Enterprise Agreement. For teaching and research staff, the allocation of research is typically 30% of an academic workload.</p> <p>Research Active is an ongoing assessment of individual research performance and is currently used to determine eligibility for HDR student supervision.</p>	<p>Academic workload research allocation</p> <p>Research Active for HDR principal supervision: The Research Productivity Index (RPI)</p>
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Research plan	Academic staff need to complete a 3-year research plan for the Employee Development and Review Scheme (EDRS).	Academic EDRS
Researcher development	<p>The Office of Research Services and Graduate Studies Researcher Development team provides a range of programs, workshops, and resources to support your professional development at any stage in your research career. Early career researchers are encouraged to enrol in My Research Career, to help get you started. You can participate in researcher development programs or register for a session on the Research Training calendar, and access previous recordings and resources from the Office of Research Services and Graduate Studies Interact2 site.</p> <p>Charles Sturt supports the professional development of academic staff members seeking to obtain a Higher Degree by Research qualification through a Research Workload Support Scheme.</p>	<p>Researcher development webpage</p> <p>Research Training calendar</p> <p>Academic staff HDR workload support scheme</p>
Networking and mentoring	<p>Many opportunities for networking occur informally at the School or discipline group level, including research meetings, seminars, and communities of practice. Faculties offer a range of networking events for researchers, such as Research forums and HDR forums. The Mentoring @ CSU Handbook provides guidance on how to go about organising or requesting a mentor.</p>	Employee Mentoring Program
Becoming part of the research community		
Create a web profile	Ask your School and/or Research Institute about creating a profile on their webpages, and establish a profile on Charles Sturt University Research Output (CRO).	Researcher Profile Library Guide
Research Groups	<p>Consider joining one of the many research groups across the University:</p> <ul style="list-style-type: none"> • Faculty of Arts and Education • Faculty of Business, Justice and Behavioural Sciences • Faculty of Science and Health 	
Sign up for Bulletins	The Office of Research Services and Graduate Studies provides a monthly Bulletin, bringing together research news from around Charles Sturt.	Research Bulletin
Register on Vitae	Vitae provides tools and resources for the professional and career development of researchers. You have full access to the Vitae website as part of our member subscription.	Vitae membership information
Join The Conversation	Researchers at Charles Sturt regularly publish articles in The Conversation to extend the reach and impact of their work among broader audiences.	The Conversation

Title	Description	Further information
Follow on social media	Connect with Charles Sturt researchers through the CSU social hub and other social media platforms including Facebook, Instagram and Twitter.	CSU Social Hub
Engage with CSU News	Subscribe to CSU News, tell the world about your research story, and join Charles Sturt's list of experts to comment in the media on your area of expertise.	CSU News
