Outline

• Intention and goals of OSP
• Outcomes
• OSP and PhD completion
• Assessment:
  • Faculty OSP 2020 assessment criteria
  • Your application
  • Faculty OSP 2020 review process
• Report submission after your OSP
• Further information
OSP: The Intention

1. Contribute to Macquarie’s development as an internationally leading research intensive University.

2. Enhance the knowledge, skills and experience, connections and partnerships, access to new ideas and resources, and the international standing of its academic staff.

3. Produce tangible research outcomes through both the opportunity to engage with peers external to the University and the opportunity for an intense focus on research projects.
OSP: The Goal

OSP is considered a grant (grant of salary and/or grant-in-aid) by the University: It is an opportunity to focus on research for an uninterrupted, extended period.

- Clearly defined research activities (national or international focus)
- Building capacity as an individual or as an institution
- Clearly defined outcome(s)
## Internal versus External OSP

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<th>Internal</th>
<th>External</th>
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<td>Located in Metropolitan Sydney including Macquarie University</td>
<td>At least one month in total (but need not be in a single block) of six month period outside Metropolitan Sydney or overseas</td>
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<tr>
<td>Full salary entitlements</td>
<td>Full salary entitlements plus applicable grant-in-aid</td>
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**Considerations:**
- Collaboration (national, international)
- New techniques, theoretical approaches
OSP: Outcomes

Short-Term Outputs
• Journal Article
• Grant Proposal
• Book Chapter

Longer-Term Outputs & Outcomes
• Monograph
• Edited Volume
• Collaboration incl. Co-Tutelle Agreements
OSP and PhD Completion

- Staff enrolled in a PhD may apply for OSP for the purpose of completing the PhD if they are in the final stages of candidature.
- A condition of award of OSP is that the PhD must be submitted within 6 months of the end of the period of OSP.
- Applicants will also be expected to provide a detailed plan for publication outputs from the PhD.
- You must include in the supporting documentation a letter from your supervisor confirming the feasibility of the completion within the proposed timeframe.
Faculty of Arts OSP 2020 Assessment Panel will score each application according to the following criteria:

1. **Program (50%)**
   - the quality of the proposed program, including evidence of clear and detailed planning, appropriate choice of host institution(s), and outcomes that will be generated

2. **Applicant track record and outcomes of previous OSP (25%)**

3. **Contribution and internationalisation (25%)**
   - the contribution of the OSP to University, Faculty and Department research goals, and to the applicant’s own career development
   - how the program will enhance the international standing of the applicant in their discipline, and contribute to the development of Macquarie as an internationally leading research intensive University.
The Application

Quality of the Proposed Program (50%)

• Evidence of clear and detailed planning
  – Clear link to a well-articulated Research Strategy: how will the OSP experience assist in achieving outcomes over the next three years?
  – Dates and itineraries are coherent
• Appropriate choice of host institution
• Outputs and outcomes are defined and realistic – avoid setting yourself overly ambitious goals
• Differentiate between publications that will be completed or initiated during OSP
The Application (2)

Track Record and Outcomes of Previous OSP (25%)

• Faculty Publication Strategy and Guidelines document and the Faculty Research Productive Definition* will be used to assess applicants’ track records relative to research opportunity (ROPE).
  – These guidelines will also inform assessment of the intended outputs and proposed outlets of publications arising from the OSP.
  – *These can be found on the Arts Intranet under “Research” in the “Strategy Documents” section. Cut & paste the following url: https://staff.mq.edu.au/intranet/arts-intranet/research

• Section C1, ROPE section, for last 5 years (1/2 page)
The Application (3)

Contribution and Internationalisation (25%)

• Explain how the OSP program will enhance your track record and contribute to your research strategy

• Explain the benefits of the OSP program to your dept.’s, Faculty’s and University’s international research profile through e.g.:
  – High quality international publications
  – Co-tutelle agreements
  – International collaborations
  – National/international grants (NB. some funding must come via MQ)
The Application (4)

- Arrangements whilst on OSP -
  - Important for your Head of Department
- Head of Department comment:
  - Brief, generic comments are not helpful to either the applicants or to the panel members
  - Should be tailored to the individual’s application and should assess the feasibility of the program, the quality of selected publication outlets and the likely impact of a period of OSP on the applicant’s research trajectory

- Applicants - create a Pure record with a final OSP application attached by **Wednesday 19 June**
- This will be used for HoD and Faculty sign-off
REVIEW OF APPLICATIONS
Who is on the Review Panel?

• Applications are reviewed and ranked by a panel drawn from the Faculty Research Committee and other academics from across the Faculty.
  – Chair: Prof. Robert Reynolds, ADR, Faculty of Arts, and Faculty Research Manager
  – Plus 12+ FoA members: Departmental Research Directors or senior research leaders in the Faculty. All academic panel members are Research Active or Research Productive. Applicants for OSP are excluded from membership of the panel.
  – All applications are reviewed and ranked by the Chair and FRM
  – Other panel members review and rank about 10-11 applications
  – Panelists do NOT read applications from their own departments or collaborators
How applications are assigned

- ADR, FRM review all applications
- Academic assessors are not assigned an application from their own department due to the potential for conflict of interest
- Academic assessors are not assigned applications from applicants at higher academic levels (i.e., only Level Es assess applications from Level Es apart from the FRM).
- Each application is assigned to a lead reviewer who is responsible for introducing and speaking to the submission at the panel meeting.
Each reviewer is asked to email a completed scoresheet to the FRM prior to the meeting

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<th>Score / 100</th>
<th>Range</th>
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<td>90+</td>
<td>Excellent. A strong, well thought out OSP program, which is fully justified in terms of applicant’s research strategy and choice of host institutions. Excellent track record relative to opportunity. Excellent use of previous OSP, as evidenced by outputs and outcomes. Substantial and significant international outreach and benefit to MQ.</td>
</tr>
<tr>
<td>85-89</td>
<td>Very Good. A well thought out OSP program, with a clearly articulated research strategy and explanation of choice of host institutions. Strong track record relative to opportunity. Very good use of previous OSP, as evidenced by outputs and outcomes. Very good international outreach and demonstrable benefit to MQ.</td>
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<tr>
<td>75-84</td>
<td>Good. OSP program has been reasonably well thought out and explained with reference to applicant’s research strategy and choice of host institutions. Reasonable track record relative to opportunity. Good use of previous OSP, as evidenced by outputs and outcomes. Some international outreach and benefit to MQ.</td>
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<tr>
<td>70-74</td>
<td>Fair. OSP program is coherent, fit with research strategy and choice of institutions is explained; however some aspects of the application could be better articulated and justified. Fair track record relative to opportunity. Outcomes and outputs from previous OSP limited. Limited international outreach and benefit to MQ.</td>
</tr>
<tr>
<td>-70</td>
<td>Poor. OSP program, fit with research strategy and choice of host institution are poorly explained and justified. Poor track record relative to opportunity. Minimal outcomes and outputs from previous OSP. International outreach and benefit to MQ questionable.</td>
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The FRM compiles the following spreadsheets for the panel meeting

**Spreadsheet 1:**
All applicants listed by academic level (E-A).
Breakdown of the assessor scores: Program (50%), Applicant track record and outcomes of previous OSP (25%), Contribution and Internationalisation (25%), Total score by each assessor, Total average score for each application
Name of Lead Reader

**Spreadsheet 2:**
The information in spreadsheet 1, sorted by the score range for each applicant, from highest assessor score to lowest assessor score

**Spreadsheet 3:**
Initial ranking: a list of all the OSP applications in order from highest-ranked to lowest-ranked

**Spreadsheet 4:**
Initial ranking by level: a list of all the OSP applications in bands from Level E – Level A, ordered by highest to lowest-ranked within each Level

The FRM also aims to prepare a spreadsheet showing the range of scores for each assessor.
Meeting procedure

The evaluation of each OSP application commences with Level E applications, then Level D, Level C, Level B, Level A. Each OSP application is considered in the context of submissions from peers at the same academic level.

In cases where the panel is undecided, the Chair proposes that the OSP application be set aside for further discussion at the last stage of the meeting, once all the applications had been discussed.

During the last stage of the meeting, unresolved OSP applications are revisited in the light of the other funding decisions made by the panel.

Prior to the conclusion of the meeting, the Chair invites panel members to raise any issues or concerns before the meeting is closed.

Discussions and notes are strictly confidential.

Applicants receive feedback on their application in addition to their award notification.
REPORT SUBMISSION
After your OSP

• You will receive an automated email reminder to submit a report.

• Final report – signed by HoD - to be emailed to Arts Research Office within 6 calendar months of the end date of the program.

• Faculty panel reviews OSP outcomes against the initial proposal (makes recommendations to the Executive Dean)

• Arts Research Office sends approved reports to Research Services

• Research Services sends all approved final reports to HR

• Applicants are advised by Arts Research Office if their report has been accepted, or not, and receive feedback on their OSP program.
Preparing your submission

- Arts RO does not provide feedback on draft OSP submissions.

- Your Research Director can help organise a peer review of the draft application within your department.

- Examples of successful OSP applications are available in hard copy in the Arts RO grants library and in the MQ online successful grants library.

- It is strongly recommended that you read successful OSP applications (note that the 2020 OSP application form has changed) and seek feedback on your draft application from your mentor / members of the department.
Key information & deadlines

- Funding Rules, Application Form, FAQs on the Research Office website

- Researchers can check their exact eligibility dates with [ArtsHR@mq.edu.au](mailto:ArtsHR@mq.edu.au)

**Deadlines**

- **Create a Pure record by Wednesday 19 June** for HoD and Faculty sign-off with a final OSP application attached

- HoD approval must be completed in Pure by the final deadline of **5 pm** on **Wednesday 26 June** 2019.