



Australian Government

Australian Research Council

ARC College of Experts 2024 Nomination Kit

This document provides some general information about the ARC College of Experts and the Nomination process.

General information

To support the advancement of knowledge and contribute to national innovation, the Australian Research Council (ARC) engages an ARC College of Experts to play a key role in identifying research excellence. Its members are experts of international standing drawn from the Australian research community: from higher education, industry and public sector research organisations.

The College of Experts assists the ARC by:

- assigning external assessors;
- assessing and ranking ARC grant applications submitted under the National Competitive Grants Program;
- moderating external assessments;
- providing recommendations for fundable applications to the ARC CEO;
- assisting with recruitment through the nomination of new assessors;
- providing advice for peer review reforms; and
- providing advice to the ARC on emerging disciplines, cross-disciplinary developments, and strategic and other organisational activities relevant to the National Competitive Grants Program.

Nominations

The ARC is seeking nominations from suitably qualified and experienced individuals, including from senior research academics, people of Aboriginal or Torres Strait Islander origin, researchers with industry expertise, and end-users across the private, public and not-for-profit sectors with peer review experience. Strong emphasis will be placed on multi-disciplinary and cross-disciplinary expertise and nominations are welcome from all disciplines. A high regard is also placed on applicants who have strong institutional support to meet the commitment required from College of Expert members.

The ARC is calling for nominations for all discipline fields but have the below priority discipline areas for 2024.

3101 Biochemistry and cell biology	4016 Materials engineering
3103 Ecology	4017 Mechanical engineering
3105 Genetics	4018 Nanotechnology
3107 Microbiology	41 Environmental sciences
3209 Neurosciences	43 History, heritage and archaeology
33 Built environment and design	4407 Policy and administration
3403 Macromolecular and materials chemistry	45 Indigenous Studies
3406 Physical chemistry	4602 Artificial intelligence
3502 Banking, finance and investment	4701 Communication and media studies
3705 Geology	4702 Cultural studies
3801 Applied economics	48 Law and legal studies

4004 Chemical engineering	49 Mathematical sciences
4005 Civil engineering	5101 Astronomical sciences
4008 Electrical engineering	5109 Space sciences

The ARC is committed to improving the diversity of membership on the ARC College of Experts and encourages qualified people from a broad range of groups to nominate. This includes but is not limited to:

- Gender diversity
- People of Aboriginal or Torres Strait Islander origin
- Industry
- Public sector organisations

Please note that international nominees are eligible to apply on the condition that they are able to attend meetings in Australian time zones, noting that ARC meetings are normally held via videoconference.

The ARC College of Experts is assisted and coordinated by Executive Directors who have scheme and interdisciplinary responsibilities at the ARC. Nominees are encouraged to contact their Research Office or equivalent in the first instance. Any further enquiries should be directed to college@arc.gov.au.

Commencement

Members of the ARC College of Experts are generally appointed for a three-year term.

An induction workshop will be scheduled for November/December 2023. Successful nominees must be available to commence in early 2024, to assign and assess applications for funding, as well as to be available for one or two selection meetings each year, in addition to regular videoconferences for meeting preparation. Please note that some Selection Advisory Committee (SAC) meetings are conducted via videoconference and members must be available for these, where relevant.

Time Commitment

Members of the ARC College of Experts may be appointed to form a SAC. While not all members of the ARC College of Experts will be called to be part of a SAC at one time, SAC membership requires a significant time commitment, including working to specified, non-negotiable timeframes. The ARC SAC meetings are held throughout the year to recommend applications for funding under the National Competitive Grants Program. Members must be available to attend at least one of these meetings each year and undertake assignments, assessments and moderations in preparation for the meetings. Depending on the scheme, meetings could take from one day up to one week.

ARC College of Experts members may be called upon to assign, read and assess, up to 150 to 200 funding applications each year. The number of meetings, volume of assignments and assessments vary per year according to the scheme and number of applications received from different discipline areas.

Members of the ARC College of Experts will be requested to indicate their availability for meetings each year over a three-year period. Should members intend to be an applicant for funding under one or more ARC schemes over the next three years, the ARC will make arrangements to ensure integrity in the assessment process. Being a member of the ARC College of Experts does not exclude individuals from applying for funding from the ARC.

In all circumstances where members are assigning, assessing or moderating, the [ARC Conflict of Interest and Confidentiality Policy](#) applies.

Remuneration

SAC Members will be remunerated through sitting fees and reading rates. Sitting fees are guided by the ARC Administrative Arrangements for Committees and received per day for meetings attended. ARC College of Experts members, serving on a Selection Advisory Committee are paid a sitting amount of \$565 per day (GST exclusive) for up to ten (10) days per calendar year. The position of Panel Chair is paid an amount of \$635 per day (GST exclusive) for the period that the Member holds this position, for up to 10 days per calendar year. ARC College of Experts members will be paid \$45.45 (GST exclusive) for each completed assessment as other Carriage, and \$90.90 (GST exclusive) for Carriage 1. More information on these positions can be found [here](#).

There may be instances where additional assessments for applications are required at short notice where insufficient assessments have been received through the normal external assessor process.

If applicable the ARC will cover reasonable travel costs, for attendance at selection meetings in Canberra, including international travel and visa application costs for members based overseas.

Nomination Submission

Nominations **must** be submitted electronically by the nominee's primary employer (an approved nominator or delegate — see Table 1) to the ARC via the [ARC's Research Management System \(RMS\)](#) by **5pm (AEST) Thursday 1 June 2023**. Nominations will not be accepted directly from nominees (except those submitting as self-employed). Nominees who hold an honorary or adjunct appointment or other affiliation with a higher education institution are encouraged to apply through that institution.

International nominees should submit a nomination through the Australian higher education institution they are affiliated with. If an international nominee is not affiliated with any Australian organisation, the nomination should be submitted through their primary employer.

The Nomination Form is available on RMS. For more information, please see the [Instructions to Applicants](#) on the ARC website.

Late nominations will not be accepted. Amendments, replacements or additions to 2024 Nomination Forms will not be accepted after closing, unless invited by the ARC.

Table 1: Approved nominators are:

<u>Primary Employer</u>	<u>Approved Nominators</u>
Higher education institution	Vice-Chancellor/Deputy Vice-Chancellor (Research) or equivalent
Industry or business	Chief Executive Officer or equivalent
Government	Agency Head / Deputy Secretary or equivalent
Self-employed	Self-nominate

Advice on outcomes of the nomination process

It is anticipated that successful nominees and nominating primary employers will be advised of the outcome in October 2023.

Confidentiality

The ARC will treat information contained in nominations as strictly confidential. However, nominated referees may be contacted to discuss the suitability of nominees.

Privacy

The information collected may be passed to third parties for the purposes of obtaining an assessment of the nomination.

The ARC is bound by the provisions of the *Privacy Act 1988*. Section 14 of the *Privacy Act 1988* contains the Information Privacy Principles (IPPs) which prescribe the rules for handling personal information.

References

For more information about the nomination process and the ARC College of Experts, please visit [ARC College of Experts page](#) or email any queries to college@arc.gov.au.

Successful nominees into the College of Experts will need an up-to-date RMS account. If you do not already have an RMS account please use the [RMS Register New User page](#) to request one.

More information on how to create an RMS profile is contained in the [RMS User Management Guide](#), on the RMS Information page under the heading Key documents and links.

Contacts

Please direct your inquiries to college@arc.gov.au or phone 02 6287 6600.