

UQ Amplify

GUIDELINES

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1. DESCRIPTION AND PURPOSE

The University of Queensland (UQ) Strategic Plan highlights the need to *attract and retain highly talented, committed people who are leaders in their field*. UQ Amplify is a key component of this aim, representing an institution-wide approach to attracting, retaining and developing externally-funded Fellows. UQ Amplify:

- Coordinates and unifies the University’s investment in externally-funded Fellows;
- Positions UQ more competitively in the sector as a destination for externally-funded Fellows;
- Enhances career development for Fellows through an appropriately-scaled, active involvement in teaching; and
- Enhances career pathways for externally-funded Fellows.

For eligible externally-funded Fellows, (either currently at UQ or other institutions), UQ Amplify provides for:

- A fixed-term contract at UQ following conclusion of their externally-funded Fellowship subject to a successful application to this program; and
- Access to UQ’s teaching program through an agreed teaching portfolio.

Applicants should read these Guidelines in conjunction with the Funding Conditions and other supporting documentation.

2. FUNDING AVAILABLE AND DURATION OF SUPPORT

Post-Fellowship contracts supported by UQ Amplify are funded centrally in combination with the host School/Centre/Institute/Faculty. Eligible salary funding (salary and salary on-costs) for successful UQ Amplify candidates will be calculated at a flat per annum central contribution amount for each of the academic appointment levels from Level A to E, as per the indicative rates outlined below:

Table 1: Central funding amount per annum

Academic Level	Central funding amount (salary and salary on-costs in 2024\$)*
Level A	\$69,000
Level B	\$86,000
Level C	\$102,000
Level D	\$118,000
Level E	\$137,000

**Pro-rata allocations in the case of late starts and part-time status. Balance to be met by nominated host, including any merit or market loadings. Candidates already at UQ apply for funding under UQ Amplify at their current academic level. Central funding contributions are indexed each year.*

The remaining co-funding is provided by the nominated host School/Centre/Institute/Faculty.

The duration of the post-Fellowship appointment and the contract type varies depending on the external Fellowship held and the UQ host organisational unit. Post-Fellowship appointments in UQ Schools will be under a T&R academic contract, while post-Fellowship appointments in UQ Institutes will be under a Research-Focused (RF) contract. Post-Fellowship appointments in UQ research centres would normally be under a T&R contract.

Please note: Fellowship awardees from the following rounds and prior will NOT be required to teach during their fellowship: AQ Industry Research Fellowships 2019, ARC Future Fellowships 2016, ARC DECRA 2020 and NHMRC Investigator Grants 2019. Some exclusions apply. See Table 3 in Section 5. Requirements: UQ Amplify Teaching Plan.

Under UQ Amplify, an existing Fellowship holder from an Institute may wish to pursue a post-Fellowship T&R position in a School. In this instance:

- A host School must agree to the proposed arrangements at the time of application to UQ Amplify
- The position may be a joint appointment between the School and the Institute, with the two local units being responsible for an equal co-share of the non-central component of the salary costs. Alternatively, if the parties agree, a T&R post-Fellowship position may be 100% in the School.

The Teaching Plans under UQ Amplify will usually involve an Institute-based researcher delivering teaching into a School-based program. The transfer of teaching income from a School to an Institute in this situation is not to occur.

Table 2a: Eligible externally-funded fellowships (excluding ARC Industry Fellowships) and duration of appointments available

Type of externally-funded Fellowship	UQ Amplify post-Fellowship support *
Advance Queensland Research Fellowships (Early-Career), 2019 or earlier Advance Queensland Industry Research Fellowships (Early-Career), 2019 or earlier ARC Discovery Early Career Researcher Awards (DECRA) NHMRC Early Career Fellowships (ECF) [†] NHMRC Career Development Fellowships (CDF1) NHMRC and MRFF-NHMRC Investigator Grant: Emerging Leadership Fellowship (EL1, salaried) [^]	2-year fixed-term position
Advance Queensland Research Fellowships (Mid-Career), 2019 or earlier Advance Queensland Industry Research Fellowships (Mid-Career), 2019 or earlier NHMRC and MRFF-NHMRC Investigator Grant: Emerging Leadership Fellowship (EL2, salaried) [^]	3-year fixed-term position

ARC Future Fellowships ARC Discovery Australian Aboriginal and Torres Strait Islander Award (DAATSIA) NHMRC Career Development Fellowships (CDF2) NHMRC Boosting Dementia Research Leadership Fellowship NHMRC Research Fellowships NHMRC and MRFF-NHMRC Investigator Grant: Leadership Fellowships (L1-L3, salaried) [^]	5-year fixed-term position
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[†] Includes Full-time Overseas Based Early Career Fellowships such as the CJ Martin Biomedical Fellowship, Neil Hamilton Fairley Clinical Fellowship, Sidney Sax Public Health, and Health Services Research Fellowship.

[^] Staff who elect to undertake clinical duties for up to 20% of their NHMRC Investigator Grant time may request exemption from teaching during the semester(s) in which they are undertaking clinical duties, subject to approval by the Head of School (or delegate) of the School in which the teaching will occur.

* The end date of post-fellowship appointments funded under UQ Amplify is extended pro-rata for fractional appointments or periods of approved suspension. For example, a 2-year UQ Amplify appointment worked at 0.5FTE equates to a contract duration of 4 years.

Table 2b: ARC Industry Fellowships Eligibility, duration of appointment and requirements.

	Type of ARC Industry Fellowship	UQ Employee	Industry Employee <i>(Subject to continued engagement through the post-Industry Fellowship Partner Engagement Scheme Conditions[§])</i>
Appointment length	ARC ECR Industry Fellowship (funded for three years+ [◊]) ARC Mid-Career Industry Fellowship (funded for four years+ [◊])	2 year fixed-term position 5 year fixed-term position	12 month fixed-term position 12 month fixed-term position
0.2 FTE requirement		Continued R&D industry placement/engagement with the industry partner; otherwise defaults to teaching	To be determined in consultation with the local School/Faculty/Institute. Likely to be continued R&D with the UQ research group/s involved in the Fellowship.
<p>[◊] ARC ECR and MCR Industry Fellowships funded for lesser durations may be considered at the discretion of the Deputy Vice-Chancellor (Research and Innovation) or delegate.</p> <p>[§]ARC Industry Fellowship Partner Engagement Scheme Conditions to be met for Industry Employee wishing to access UQ Amplify</p>			
Industry Employee			
	ARC ECR/MCR Industry Fellowship		
Contract Research	1:4 matching of UQ cash with industry partner explicitly for Post Fellowship contract research (apply Linkage Project (LP) <i>Exempt Partner Organisations as per LP Guidelines</i> for non-commercial grants).		
Duration	Max 12-month project		

Funding	Up to \$50K DVCRI funds
Conditions	To be contracted in last year of Fellowship Subject to Fellow's ongoing appointment

3. ELIGIBILITY: UQ FELLOWS

To be eligible to apply for UQ Amplify funding, candidates must meet the following criteria:

- Be awarded and hold an eligible Fellowship in (Table 2), with UQ as the lead/Administering organisation;
- Be employed at UQ or hold a conjoint or secondment appointment;
- Not have an underlying continuing appointment at UQ;
- Be endorsed by the host Head of School/Centre or Institute Director; and
- Fulfil the requirements of a Teaching Plan **during** the external Fellowship.

Not all eligible externally-funded Fellowship awardees may wish to participate in a UQ Amplify Teaching Plan; a UQ Amplify post-Fellowship appointment will not be accessible in this circumstance.

ARC Future Fellows who have a pre-existing fixed-term post-Fellowship employment undertaking are also eligible to apply to UQ Amplify.

4. ELIGIBILITY: TRANSFER-IN FELLOWS

To be eligible to apply to UQ Amplify, candidates must meet the following criteria:

- Hold a current eligible Fellowship, as tabulated above;
- Not have an offer for, or an underlying, continuing appointment at UQ;
- In transferring into UQ while on the external Fellowship, bring at least half of the external Fellowship duration and/or value at the time of commencement at UQ; and
- Be endorsed by the host Head of School/Centre or Institute Director.

Fellows transferring into UQ would then remain on their externally-funded Fellowship until its completion. As the end of the external Fellowship approaches, the Fellow would apply for funding under a future round of UQ Amplify and does not need to teach during the Fellowship.

5. REQUIREMENTS: UQ AMPLIFY TEACHING PLAN

UQ Amplify aims to make the University an attractive host for new and existing Fellows and to enhance their career trajectories. It enhances the career development and pathways of Fellows through an appropriately scaled teaching commitment, consistent with either a T&R or RF post-Fellowship appointment. This provides the opportunity to build, grow and refine the candidate's experience in academic teaching and training, and better integrates leading researchers at all levels with the UQ teaching program. To this end:

5.1 Fellows currently on eligible fellowships:

- All **externally-funded Fellows** that commenced after 2021 are required to submit a Teaching Plan during their Fellowship (see Table 3 on next page).

Table 3: Process for developing a Teaching Plan on commencement of an eligible externally-funded fellowship that commenced after 2021

	School Action Required	Fellow Action Required
Within Four Months of commencement of Eligible Fellowship	<p>Head of School (HoS) or School Teaching and Learning (T&L) Chair provides certification to RO:</p> <p><i>I __, as HoS/T&L Chair of XX SCHOOL have met with APPLICANT and can confirm that she/he has expertise and experience that is consistent with the teaching program in our School. I commit to formulating a teaching plan with APPLICANT.</i></p>	<p>Ensure HoS/T&L Chair has sent email certification to internalschemes@research.uq.edu.au</p>
During Year 1 of Eligible Fellowship	<p>School works with Fellow to:</p> <ul style="list-style-type: none"> Formulate the Teaching Plan and agreed professional development requirements (e.g. Teaching@UQ program) 	<ul style="list-style-type: none"> Provide the UQ Research Office with the Teaching Plan as approved by the HoS/Institute Undertakes professional development to prepare for teaching where required Operationalises the Fellowship Research Program Commences teaching activities as appropriate for their professional development needs
Year 2 of Fellowship	<p>Undertakes Annual Performance and Development (with Institute where relevant)</p>	<p>Commences teaching duties at percentage relevant to experience (likely to be from 10% - 20% of their FTE).</p>
Year 3 to end of Fellowship	<p>Undertakes Annual Performance and Development (with Institute where relevant)</p>	<p>Fellow delivers 20% of their FTE as teaching activities.</p>
In last year of Fellowship		<p>Fellow submits UQ Amplify post-Fellowship application with School/Centre/Institute endorsement.</p> <p>A new Teaching Plan is only required if a Research Focused Fellow will be changing School when transitioning to a UQ Amplify appointment</p>

5.2 Researchers who have completed their externally-funded fellowship, and who are successful in securing a UQ Amplify appointment:

- **Appointees from Institutes/Centres under RF appointments** are required to submit a Teaching Plan that has been agreed with the School whose program the candidate is proposing to teach into, with the equivalent of 20% of their FTE to be provided in a teaching capacity (see Table 4 on next page for timing).
- **Appointees from Schools under T&R appointments** are not required to submit a Teaching Plan; teaching allocations under T&R appointments in Schools are the responsibility of the Head of School.

Table 4: Process for developing a Teaching Plan on commencement of a UQ Amplify appointment (for Centre/Institute based appointees):

	School Action Required	Fellow Action Required
During Year 1 of UQ Amplify Appointment	<p>School works with Fellow/UQ Amplify Appointee to:</p> <ul style="list-style-type: none"> Formulate the Teaching Plan and agreed professional development requirements (e.g. Teaching@UQ program) 	<ul style="list-style-type: none"> Provide the UQ Research Office with the Teaching Plan as approved by the HoS/Institute to internalschemes@research.uq.edu.au Undertakes professional development to prepare for teaching where required Operationalises the Fellowship Research Program Commences teaching activities
Year 2 onwards of UQ Amplify Appointment	Undertakes Annual Performance and Development (with Institute where relevant)	Commences teaching duties at percentage relevant to experience (likely to be from 10% - 20% of their FTE).

6. UQ AMPLIFY POST-FELLOWSHIP APPOINTMENT APPLICATION PROCESS

- All UQ Amplify candidates should initially discuss their proposed application with the relevant Head of School/Centre/Institute Director to ensure it aligns with the needs and strategies of the host School/Centre/Institute and Faculty and ascertain whether the School/Institute is prepared to support the application.
- Applications must be endorsed for submission by the relevant Head of School/Centre/Institute and Institute/Faculty, who may also comment on the candidate's research performance relative to opportunity and any strategic requirements for teaching. Faculty and Institute-based research management teams may support this part of the application process.
 - For Institute appointed staff, the Head of School in which teaching will occur must also endorse the application;
 - For School appointed staff, endorsement by the Executive Dean may be required due to proposed funding arrangements for the duration of the appointment, subject to Faculty practice;
- Applications will be reviewed by UQ's Research Office to ensure eligibility parameters under the UQ Amplify *Guidelines* are met.
 - Ineligible applicants will be formally advised by the UQ Research Office.
- Eligible Applicants will be invited to participate in a Faculty/Institute selection process. UQ Amplify applicants will be assessed against the *teaching and research* [Criteria for Academic Performance](#) relevant to their current academic level as determined by equating their current Fellowship salary (including any UQ top-up) to UQ salary scales. Strategic alignment with the host organisational unit will also be considered.
 - The Executive Dean/Institute Director or Delegate will confirm the Faculty/Institute selection process in conjunction with the relevant Senior Manager HR;
- Following the selection process applicants will be advised as to whether:
 - their application is being progressed;
 - if unsuccessful, feedback will be provided
- Endorsed applications will be forwarded to UQ's Research Office for finalisation.
- The relevant Human Resources Professional Services team will issue offers of appointment following advice from UQ's Research Office.

In *exceptional* circumstances out-of-round applications for UQ Amplify funding may be considered at the discretion of the Deputy Vice-Chancellor (Research and Innovation) or delegate.

7. APPLICATION FORMAT

- Applications are to be submitted on the [UQ Amplify Application Form](#) with accompanying supplementary attachments as specified in the form;
- Applications must be complete, in PDF format, and include the required attachments; and
- Applications must conform to the prescribed page and formatting limits.

8. ROUND TIMELINES

For indicative dates for the application and assessment cycle, please see the [Research Office website](#) and consult with your [host Faculty/Institute](#).

9. CONFLICT OF INTEREST

Where any party involved in the UQ Amplify assessment process believes that they may have a conflict of interest (COI) in providing an assessment, [UQ Policy and Procedure on COI](#) is to be followed.

10. CONFIDENTIALITY

It should be noted that applications under this program are submitted in confidence. Assessors are required to respect this confidence.

11. APPEALS

Unsuccessful applicants have the right of appeal against administrative processes employed in the UQ Amplify assessment process, but not assessment outcomes. The appeals process will be coordinated by the UQ Research Office and will not involve anyone who has participated in the assessment process.

12. FUNDING CONDITIONS

All awarded UQ Amplify funds are subject to the *Conditions of Funding* available on the UQ R&I website: <https://research.uq.edu.au/research-support/research-management/funding-schemes/uq-internal-initiatives/uq-amplify>.

13. CONTACTS FOR ASSISTANCE

Queries regarding UQ Amplify should be directed to the UQ Research Office at internalschemes@research.uq.edu.au