

POLICY IDENTIFICATION
Policy Title: SCBS Funding of Staff Travel to Research Conferences and Scholarly Events
Policy No: RES 001
Revision No: 2

*NOTE: This policy only applies for funds sought from the **SCBS general operating conference assistance budget**. Conference expenses utilising other funding sources do not need to be considered by RESCOM. Normally travel approval is required in these instances.*

It is the aim of Southern Cross Business School to support academic staff in developing their research careers. This policy outlines the procedure and criteria for requesting funding to attend research conferences or similar related scholarly events.

1. These conferences can be in Australia or Overseas provided they are organised or endorsed by an institute of higher education (or equivalent) and the conference:
 - a. directly aligns with the applicant's research profile;
 - b. directly aligns with a current research node and SCBS supported Field of Research (FOR) code;
 - c. is a SCBS recognised conference (refer **Attachment A**); and
 - d. for non-SCBS recognised conferences, written support from the relevant Research Node Leader is provided.

2. Funding will be granted when:
 - a. the conference is tied to the previous 3 years journal publication output; and
 - b. an individual is presenting a paper for which they are a named author on that paper and where the 'extended abstract' or 'full paper' has been through the standard academic peer review process (in exceptional circumstances, funding may be approved without this condition but only with special prior approval from the RESCOM Chair or Head of SCBS). It should be noted that the standard peer review process can be open, blind or double blind reviews provided that the proceedings are recognised by DEST to be an E1 endorsed publication.

3. When the staff applicant is also a higher degree student then an application should include a supporting statement from their principal supervisor.

4. It is recognised that developing researchers (academic level A, B & C) require greater support than established researchers (academic level D & E).

5. Currently the total amount of support for each calendar year is a maximum of \$3,500 towards approved expenses for attendance at one (1) conference per year*.

6. Expenses must relate to the conference attendance only and would normally include air travel, conference registration, publication costs (where applicable), local travel, meals or per-diems (when permitted by SCU) and accommodation expenses.
7. Applications can be submitted at any time throughout the year, although it is highly advisable to seek funding support prior to acceptance of your attendance at the event since acceptance of a paper does not guarantee any funding by SCBS.
8. Applications should be sent to the SCBS Research Leaders Management Committee (RESCOM) via rescom.scbs@scu.edu.au and should include as a minimum the following details:
 - a. name of SCBS academic staff member and their status, i.e. academic appointment level and if Full-time or Part-time (normally, 50% appointment minimum);
 - b. name of the Conference or Scholarly event to attend and if it is a SCBS recognised conference;
 - c. evidence of the quality of the event (e.g. number of years it's been running, who are the organisers/principal sponsors, evidence of past acceptance rates for papers);
 - d. the relevance to the individual's research profile and the last 3 years research output;
 - e. the relevance to SCBS research node and ERA code;
 - f. evidence of acceptance of paper or abstract;
 - g. the total costs sought and the estimated or known budget break-down for each item of expense, and;
 - h. the staff member has the option to present at Research Week.
9. The Head of SCBS has the final delegation to approve funding following a recommendation from RESCOM.

NOTE: SCBS financial rules and policies will apply to reimbursement of funds.

*SCBS aims wherever possible to fund each academic who meets the criteria but it should be noted that financial support depends on the current budget position of SCBS and may be withdrawn at any stage throughout the year. Applicants should not rely on financial support until an application has been recommended by RESCOM and approved by the Head of SCBS. Acceptance of a refereed paper does not automatically qualify the applicant to funding. It should be noted that funding is always subject to approval, should not be regarded as a right for the academic and cannot be accumulated or rolled-over into subsequent calendar years.

For more information contact:

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Applications are to be submitted to:

RESCOM Secretariat, Southern Cross Business School, Building B, Room 6.25, Gold Coast Campus, Southern Cross University, Southern Cross Drive, Bilinga, QLD 4225.

Email: recom.scbs@scu.edu.au

Telephone (07) 5589 3198

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ATTACHMENT A: SCBS Recognised Conferences

Entrepreneurship Node

- Small Enterprise Association of Australia and New Zealand (SEAANZ) Conference
- International Council for Small Business (ICSB Conference)
- Australian and New Zealand Academy of Management (ANZAM) Conference
- Academy of Management - US (AofM) Conference
- British Academy of Management (BAM) Conference
- International Research Society for Public Sector Management (IRSPM) Conference
- Babson College Entrepreneurship Conference
- INSEAD Social Entrepreneurship Conference
- London Business School Entrepreneurship Conference

Human Resources and Workforce

- Academy of Management Conference
- British Academy of Management (BAM) Conference
- Australian and New Zealand Academy of Management (ANZAM) Conference
- IRSPM

Marketing & International Business

Marketing

- American Marketing Association (AMA) Winter and Summer Educators Conferences plus any Special Interest Group Meetings announced by the AMA
- Academy of Marketing Science Conferences – including the annual conference plus the biennial World Marketing Congress and Cultural Perspectives in Marketing Conference
- European Marketing Academy Conference (EMAC)
- Association of Consumer Research (ACR) Conferences - US and European
- Australia and New Zealand Marketing Academy Conference
- World Social Marketing Conference
- Consumer Culture Theory Conference

International Business

- Academy of International Business (AIB) Annual Meeting
- European International Business Academy (EIBA) Conference

- Australian and New Zealand International Business Academy (ANZIBA)
- Academy of International Business South East Asia Regional Conference (AIBSEAR)
- Academy of Global Business Advancement Conference
- Academy of World Business, Marketing and Management Development Conference

Information Technology and Information Systems

- Health Informatics Conference
- International Conference on e-Health Networking, Application & Services
- Australasian Conference on Information Systems
- IEEE International Conference on Pervasive Computing and Communications
- IFIP International Information Security Conference
- Intl. Conf on Information and Knowledge Management
- ACM SIGIR Conf on Information Retrieval
- European Conference on Information Retrieval
- Intl Conf on Electronic Commerce and Web Technologies
- ACM Conference on Electronic Commerce
- Americas Conference on Information Systems
- European Conference on Information Systems
- European Conference on Knowledge Management
- International Conference on e-business
- International Conference on Electronic Business
- International Conference on Electronic Commerce
- Wuhan International Conference on E-Business
- International Conference on Information Systems
- International Conference on Health Informatics
- Pacific Asia Conference on Information Systems
- Australasian Computing Education Conference
- International Computing Education Research Conference
- SIGCSE Symposia
- Conference on Innovation and Technology in Computer Science Education
- Australasian Women in Technology conference
- Australian conference on Science and Mathematics Education
- Australasian Association for Engineering Education Conference

Accounting and Economics

Economics

- Annual Australian Conference of Economists
- Singapore Economic Review Conference
- Japanese Economic Policy Association Conference
- Annual Conference on Global Economy and Finance
- Annual Australian Agricultural and Resource Economics Conference
- Annual American Economic Association Conference
- Econometric Society Australasian Meeting

Finance

- Accounting & Finance Association of Australia (AFAANZ) Conference
- Australasian Finance & Banking Conference
- European Finance Association (EFA) Conference
- American Finance Association (AFA) Conference
- Global Accounting, Finance & Economics Conference
- Financial Globalisation and Sustainable Finance Conference
- Asian Finance Association Conference
- International Conference on Emerging Trends in Finance and Accounting
- International Conference on Finance & Banking

Education

- ASCILITE
- Ed-Media
- E-Learn