

A quick guide to the services of the

# Research Services Directorate

## Division of Research and Innovation

Research Services supports the research endeavour at JCU through best practice in research management, commercialisation, and supporting research partnerships.

Director: **Rochelle Finlay**

0429 225 915

[DirectorRS@jcu.edu.au](mailto:DirectorRS@jcu.edu.au)

<http://www.jcu.edu.au/researchservices>



Service Areas	Research Grants	Business Development, Contracts & Consultancies	Innovation & Commercialisation and Intellectual Property	Research Ethics and Compliance	Research Systems and Performance Data
<b>Head and key email contact</b>	Tina Langford, Manager, Research Ethics & Grants <a href="mailto:researchoffice@jcu.edu.au">researchoffice@jcu.edu.au</a>	Rochelle Finlay, Director Research Services <a href="mailto:directorr@jcu.edu.au">directorr@jcu.edu.au</a> (BD) Jim Campbell, Research Contracts Officer <a href="mailto:researchcontracts@jcu.edu.au">researchcontracts@jcu.edu.au</a>	Mohan Sridhar, Innovation & Commercialisation Associate <a href="mailto:ic@jcu.edu.au">ic@jcu.edu.au</a>	Tina Langford, Manager, Research Ethics & Grants <a href="mailto:ethics@jcu.edu.au">ethics@jcu.edu.au</a> Mohan Sridhar, Innovation & Commercialisation Associate <a href="mailto:ic@jcu.edu.au">ic@jcu.edu.au</a> (DTC & Biodiscovery)	Marianne Brown, Manager, Research Information <a href="mailto:research.information@jcu.edu.au">research.information@jcu.edu.au</a> Bradley Smith, Manager, Research Strategy & Performance* <a href="mailto:bradley.smith@jcu.edu.au">bradley.smith@jcu.edu.au</a>
<b>Services</b>	Point of contact for the university research community regarding all research grant funding information and advice. Provide specific advice on funding rules & guidelines for external funding applications and tenders. Manage NHMRC & ARC funding rounds including pre & post award administration. Manage pre award processes for other external research funding and administer internal grant funding. Provide oversight and assistance to researchers using Research Professional funding opportunities database.	Support and promote JCU's expertise, capabilities, and resources and work alongside researchers to match these to funding and partnership opportunities with industry, community, and government. Work with Innovation & Commercialisation on engagement awareness training and on developing commercial partnerships. Contracts & Consultancies: Advise researchers with respect to research funding agreements, including drafting or review of legal agreements relating to research. Provide clarification of terms of research agreements to researchers.	Advise researchers on commercial potential of research outcomes Engage with researchers to identify, protect, develop and commercialise IP by licensing or through the formation of start-up ventures. Deliver education & training to develop awareness and knowledge of innovation & commercialisation processes & industry engagement. Support researchers through identification and development of commercial partnerships across JCU. Coordination of commercial grant applications. Marketing of university technologies. Advisement of students' intellectual property rights. Management of the university patent portfolio.	Provide guidance & strategic advice on research ethics & integrity policy, and discharge of legislative obligations regarding human & animal ethics. Provide administrative support and advice to JCU Human Research Ethics Committee and JCU community in regard to research and teaching activities involving human participants including clinical trials and research governance oversight. Provide administrative support and advice to JCU Animal Ethics Committee and JCU community in regard to animal ethics applications and reporting. Provide expert veterinary advice for best practice in the wellbeing & care of animals for scientific purposes including user training, monitoring and inspection of facilities in compliance with relevant legislation. Provide advice on Defence Trade Controls (DTC) and Biodiscovery Act 2004 (Qld) regulations & requirements.	Prepare research output reports for external bodies, eg: Excellence in Research in Australia (ERA). Develop and maintain Research Information Management System (RIMS) supporting research management & public accountability. Research performance analysis, benchmarking and reporting. Provide information relating to research performance to research researchers, OrgUs, Deans, DVCs and VCAC. Provide advice & guidance to researchers on research metrics & benchmarking tools. Develop the Research Performance Model. (* Bradley reports directly to the SDVC/DVC(R&) but works closely with Research Services and Marianne Brown on some key functions, including ERA and the RPM.)
<b>Key resources</b>			JCU Intellectual Property Policy. Guidelines on Confidentiality in Commercial Projects.	Various legislation and codes	SciVal/Scopus/Web of Science. JCU Research Portfolio. Research Performance Data portal.