



## MEMORANDUM

To : SCE colleagues  
From : Research Management Committee (RMC)  
Date : 3 September 2020  
Subject : **NEW Initiatives for the strategic direction of SCE on “Building up Research Capability”**

To follow up with the strategic direction of SCE on “**Building up Research Capability**”, in addition to the previously announced “Strategic Research Areas” and “Dean’s Award (Research Excellence)”, we are pleased to announce that the School has approved the following NEW initiatives to encourage academic/teaching staff to engage in research-related activities, and to promote research culture and quality:

### **A) Incentive measures to encourage colleagues to conduct research**

#### **1. The employment of relief teacher to release PI’s time for research during post-funding periods** (refers to external grant/ funding only)

- The individual recipient of external grant/ award with the amount of \$300,000 or above, will be granted with teaching relief of 1 course for an academic year, with a max. of 3 consecutive academic years *subject to the approval of the Research Management Committee (RMC)*.
- E.g. QESS/ QEF/ ECF/ HMRF funding/ grants, *excluded funding which allows teaching relief of the PI.*

#### **2. Counting the research award/ funding towards annual performance**

- To recognise academic/ teaching staff who secured/awarded (i) external grant/ fund/donation for research project, or (ii) research-related external award, for PI(s) who:
  - a. successfully secured/ be awarded an externally funded research-related funding/ grant/ donation of HK\$100,000 or above; or
  - b. had the outstanding progress of a research project/ had the outstanding research deliverables (e.g. impactful journal papers); or
  - c. be awarded a research-related award from a professional body or a recognised organisation

would generally be considered “**Excellent**”\* in Scholarly work during the relevant academic year. (\*As referred to the existing rating of annual performance)



### 3. Continuation of Seed Grant Funding (SGF) Scheme for 2021/22, 2022/23, 2023/24 and 2024/25

- a) The SGF Scheme was established in December 2018 to provide competitive initial start-up funding for SCE colleagues to carry out some preliminary/ exploratory research and investigation to prepare for external grant application. The Scheme was approved by the SCE-EC to carry out for 3 years (i.e. 2018/19, 2019/20, 2020/21).
- b) In order to further encourage staff's engagement in research-related activities, the SCE-EC approved the continuation of SGF for 4 years (i.e. 2021/22, 2022/23, 2023/24 and 2024/25).

#### **B) Initiatives to promote research culture and quality**

The following initiatives were approved to promote research culture and quality for building up of SCE's Research Capability:

	Items	Details
a)	Enhance administrative support	1. To streamline the internal administrative procedures on research to encourage more participation in research-related activities.
b)	Enhance research quality	1. To provide professional English editing services by engaging external professionals from respective industries. 2. To regularise the RMC workshops on proposal writing/ grant application/ statistics as training sessions for colleagues to enhance their skills. 3. The Statistics Advisory Team was formed to provide professional advice on statistics.
c)	Promote research culture	1. To organise a school-wide internal Research Symposium to engage SCE academic/ teaching staff and provide a platform for them to present papers as Professional Development opportunities. 2. To regularly invite external renowned scholars to deliver talks/ exchange with SCE academic/ teaching staff on SCE's strategic research areas, and to provide training, advise and mentor our faculty and co-develop research proposals and collaborate on projects.

The Research Management Committee (RMC) is charged to coordinate the actions/strategies in promoting and developing the SCE Research Capability. Please feel free to contact Dr. Sam Lau at 3027/ [samlau@hkbu.edu.hk](mailto:samlau@hkbu.edu.hk) or Ms. Teresa Tsang at 3127/ [teresa\\_tsang@hkbu.edu.hk](mailto:teresa_tsang@hkbu.edu.hk) of the RMC Secretariat if you have any ideas on the strategic initiatives.