GUIDELINES

Associate Investigator Nomination Guidelines

Overview

These guidelines outline the Associate Investigator nomination process for the ARC Centre of Excellence in Cognition and its Disorders (CCD). Associate Investigators provide additional expertise and valuable contributions to the research directions and achievements of the Centre.

NOMINATION PROCESS

Associate Investigators

Associate Investigator nominations should be submitted, in writing and with a current CV, and emailed to the relevant CCD Program Leader for their consideration. The CCD Program Leaders are:

- Belief Formation - Associate Professor Robyn Langdon
- Language - Professor Stephen Crain
- Memory – Associate Professor Olivier Piguet
- Person Perception - Professor Gillian Rhodes
- Reading - Professor Anne Castles

It is a prerequisite for a recent CCD graduate nomination that the candidate has received Academic Senate approval for their PhD.

Appropriate nominations will then be submitted by the Program Leaders to the Chief Operations Officer for consideration at the next CCD Research Management Committee meeting (held quarterly). Nominations will either be approved or declined by the Research Management Committee, which comprises of the Centre Director, Program Leaders and the Chief Operations Officer.

The official list of the CCD investigators, including Chief, Partner and Associate Investigators is on the Centre website [www.ccd.edu.au/people](http://www.ccd.edu.au/people).

ACCEPTANCE PROCESS

Associate Investigators

Nominees will be notified of the outcome from the Research Management Committee. If an Associate Investigator nomination has been approved by the Research Management Committee, the Chief Operations Officer will contact the approved nominee to get their acceptance and to request a copy of their CV (if not provided), including qualifications, a short research profile, contact information (phone, fax, office number, mailing address), current publications and grants. These details can be obtained from the nominee’s webpage if
requested. Once the acceptance and CV are received, the Associate Investigator status is confirmed, and a CCD web profile will be established and they will be added to the CCD Associate Investigator email list. Current CCD members are listed on the CCD website: www.ccd.edu.au/people/

Associate Investigators are required to include the ARC Centre of Excellence in Cognition and its Disorders as part of their affiliation/author byline on any CCD-related research outputs (e.g., journal articles, book chapters, conference presentations, etc.) For more details, please see the CCD Affiliations/Acknowledgement Policy: www.ccd.edu.au/information/members/policy/

A series of CCD templates (e.g., letterhead, PowerPoint, posters), logos/colours and mailing lists are available: www.ccd.edu.au/information/members/

As part of the CCD Annual Reporting requirements to the Australian Research Council, CCD Associate Investigators will be contacted to provide the details of any CCD-related publications, outputs, grants, conference presentations, hosted visitors, and visits to other institutions. This information will be included in the Annual Report to the Australian Research Council, and also will be incorporated into the Associate Investigator’s CCD webpage. Our Annual Reports are available online: www.ccd.edu.au/publications/

Associate Investigators will be given the opportunity to attend the CCD Annual Workshop, to contribute and learn about the various research activities of the Centre’s researchers and students. More information about the Research Programs of the CCD is available on the website: www.ccd.edu.au/research/

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<th>Contact Officer</th>
<th>CCD Chief Operations Officer</th>
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<tbody>
<tr>
<td>Date Approved</td>
<td>20 June 2012</td>
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<tr>
<td>Approval Authority</td>
<td>CCD Research Management Committee</td>
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<tr>
<td>Date of Commencement</td>
<td>1 July 2012</td>
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<tr>
<td>Review/Amendment Dates</td>
<td>19 August 2013, 5 December 2014, 21 June 2016, 16 May 2017</td>
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<td>Date for Next Review</td>
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<td>Related Policies, Procedures, Guidelines, Forms or Templates</td>
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