

## Writing Programme for Equity & Widening Participation Practitioners 2019 Australian Program

### Information & Application Form

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#### Program Overview

It is increasingly important that higher education institutions reveal the significant impact of equity and widening participation initiatives, including strategies to support access, transition and retention of students from historically under-represented backgrounds.

One way to achieve this is through greater integration of practitioner informed research about equity and widening participation practice.

The **University of Newcastle**, Australia in conjunction with **Sheffield Hallam University**, UK and the **Office for Fair Access**, UK, have developed a writing programme to enhance the relationship between equity and widening participation practitioners and academics.

The aim of the programme is to:

- enhance the relationship between widening participation practitioners and academics
- raise the profile of robust research and evaluation of widening participation activity nationally and internationally
- support widening participation practitioners to present research and evaluations of their practice in refereed academic journals, enabling practitioners and academics to share their work with broader audiences.

#### Program Outline

The Writing Program for Equity & Widening Participation Practitioners involves practitioners working in Higher Education participating in a series of workshops on the craft of researching and writing academically, along with being mentored by leading academics in the field.

Program workshops cover some of the important methodological approaches underpinning equity practice and the process of producing and disseminating a research paper from start to finish, including:

- writing and research techniques
- producing an abstract
- presenting a research poster
- searching for literature
- methodology
- presenting findings
- submitting papers to journals

At the end of the program a selection of the papers produced through this programme will be published in special issues of national and international peer reviewed widening participation journals, and more will be presented at conferences hosted in both England and Australia.

The Australian program is endorsed by the [Equity Practitioners in Higher Education Australasia](#) (EPHEA), and is facilitated by [Professor Penny-Jane Burke](#), Director Centre of Excellence for Equity in Higher Education, [Dr Anna Bennett](#) Head Research and Development for the Centre for English Language and Foundation Studies, along with Mr [Matt Lumb](#), Associate Director and Dr [Matt Bunn](#), Research Fellow, within the Centre of Excellence for Equity in Higher Education at the University of Newcastle.

### **Time Commitment**

The 2019 program consists of 4 x 2 day workshops held from March to November 2019. Each workshop is held on two consecutive days (day one: 9:30am – 5pm & day two: 9am – 2:30pm). All workshops are held in Newcastle.

There is also an expectation that participants have access to 2-3 hours per week to dedicate to workshop tasks.

### **Cost**

There is no participation cost for the program. Costs associated with travel and accommodation for program also needs to be met by the participant or their institution.

In 2019 [EPHEA](#) and [NAEEA](#) have provided in-principle support for providing a limited number of travel grants to association members who are in precarious employment arrangements and/or who have limited institutional financial support.

### **Selection Process**

In 2019 there are up to 14 places in the program.

Please be aware that submission an application does not guarantee a place on the program.

We expect to receive more applications than we have places for and so will be selecting participants to ensure that we have:

- A cross-section of representation including participants from different types of institutions, in different job roles etc.
- Papers exploring different aspects of equity and widening participation in Higher Education (for example, outreach activities, retention initiatives etc.)
- Different sorts of papers e.g. using those drawing on different sorts of data, methodologies, concepts or approaches
- Mentors available to support the writing of the selected papers

Unfortunately, if your application is not successful, we will not be able to enter into individual feedback. However, we will be able to share broader feedback (for example how many applications we received).

## Writing Programme for Equity & Widening Participation Practitioners Expressions of Interest

Please submit your application **no later than 5pm Friday 22 February 2019**

Applications should be emailed to [belinda.munn@newcastle.edu.au](mailto:belinda.munn@newcastle.edu.au)

Applications should consist of an unsigned word version and a signed pdf version.

Successful applicants will be notified during the week starting 4 March.

### **About You**

Name	
Institution/organisation	
Position Title	
Appointment Type (eg fixed term, ongoing, casual etc)	
Email address	
Why would you like to take part in this program? (maximum 300 words)	
Please indicate that you already have some data e.g. some survey results, interview materials etc. OR that you will be writing a paper which does not need data e.g a literature review	Yes    No
Please indicate that you commit to attending all timetabled sessions except under exceptional circumstances	Yes    No
Please indicate that you commit to completing the between-session writing tasks (approx. 2-3 hours per week)	Yes    No

Please add in here a 150 - 200 word abstract which will describe the paper you are hoping to write (please see suggestions for writing this below - it does not have to be perfect or fully formed!)

### **Writing your abstract (150-200 words)**

We clearly don't expect you to have a perfectly formed abstract yet (otherwise you probably don't need to come on the programme!). You might only be able to write bits of the abstract and that is ok. There is also no direct link between the calibre of the abstracts we receive and the offer of a place on the programme (see above). However, having a go at writing an abstract will help us to identify what sort of paper you are hoping to write, and why, and enable us to allocate mentors.

There is no set formula for writing abstracts. However, we suggest Kamler & Thomson's (2004) 4 moves

1. Focus - on what the paper will be about
2. Locate - in the current literature or debates in the field
3. Explain - compress your methods and data
4. Implications - tell the reader what the paper contributes

Or you could follow these steps:

1. What you set out to do and why
2. How you did it
3. What you found
4. (recommendations - if you have any)

Or these:

1. Reason for writing
2. Problem
3. Methodology
4. Results
5. Implications

### **Financial Support**

In 2019 [EPHEA](#) and [NAEEA](#) have provided in-principle support for providing a limited number of travel grants to association members who are in precarious employment arrangements and/or who have limited institutional financial support.

The amount of each grant will be determined by participant needs, based on the information provided in this application form. Travel claims will be assessed within the context of the [ATO Recommended Travel Allowance Rates](#).

The grant recipients will be selected by the relevant association Executive Committee in consultation with Prof Penny Jane Burke.

Are you able to access financial support from your institution?	Yes	No
Please indicate the reasons that you are not able to access financial support from your institution. (150 – 200 words)		
Please outline your travel budget (please attach quotes where relevant)		
Airfares		
Ground transport		
Accommodation		
Meals		

### **Line Manager Approval**

Name	
Role	
Email address	
Please indicate that you support the applicant to attend all timetabled sessions (except under exceptional circumstances)	Yes No
Please indicate that arrangements can be made to ensure that the applicant will have sufficient time to undertake the between session tasks (approx. 2-3 hours per week).	Yes No

## 2019 Workshop Schedule

*An outline of each workshop will be provided in early 2019*

*An additional Showcase Day will also be held in the middle of the year. Date & Location TBC.*

<b>Dates</b>	<b>Location</b>
Tuesday 26 March 10am – 5pm	Newcastle
Wednesday 27 March 9am – 2pm	Newcastle
Wednesday 15 May 10am – 5pm	Newcastle
Thursday 16 May 9am – 2pm	Newcastle
Wednesday 21 August 10am- 5pm	Newcastle
Thursday 22 August 9am – 2pm	Newcastle
Wednesday 6 November 10am – 5pm	Newcastle
Thursday 7 November 9am -2pm	Newcastle

### **Signatures**

**Your Signature:**

**Your Line Managers Signature:**

### **Questions**

If you have any questions about the programme please do not hesitate to contact:

Professor Penny Jane Burke  
Director  
Centre of Excellence for Equity in Higher Education  
[Pennyjane.burke@newcastle.edu.au](mailto:Pennyjane.burke@newcastle.edu.au)

Or

Ms Belinda Munn  
Associate Director  
Centre of Excellence for Equity in Higher Education  
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