

Section: Academic/Student (AC)

Subject: Applied Research

Legislation:

Effective: March 28, 2001

Revision: August 1, 2003 (reformatted); January 20, 2006; March 31, 2008; September 1, 2016 (reformatted)

**APPROVED:** \_\_\_\_\_  
**President and CEO**

## POLICY

The policy of the Board of Governors is to establish principles and procedures to ensure the integrity and accountability of research that students, staff, and independent contractors conduct at SAIT on SAIT's behalf.

## PROCEDURE

### GOVERNING PRINCIPLES

1. Integrity in research is best promoted through awareness and education about integrity, accountability and responsibility.
2. The vice president, academic shall ensure that an information package on research integrity is prepared, including SAIT's intellectual property policies/procedures. These materials shall be provided to all schools/departments for distribution to all those involved in research.
3. All research conducted at SAIT shall be guided by the following principles:<sup>1</sup>
  - a) Recognition of the substantive contributions of collaborators and students, using unpublished work of other researchers and scholars only with permission and with

<sup>1</sup> In accordance with the Tri-Council Policy Statement on Integrity in Research and Scholarship, Appendix Four of the NSERC Researcher's Guide.

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due acknowledgement, and using archival material in accordance with the rules of the archival source;

- b) Using scholarly and scientific rigour and integrity in obtaining, recording and analyzing data, and in reporting and publishing results; and
- c) Revealing to sponsors, educational institutions, journals or funding agencies, any material conflict of interest, financial or other, that might influence their decisions on whether the individual should be asked to review manuscripts or applications, test products or be permitted to undertake work sponsored from outside sources.

Misconduct in research is defined as a breach of any of these principles of integrity.

4. This procedure shall cover any research in the following categories:

- a) Any research that occurs on premises controlled by SAIT or using SAIT resources or equipment; and
- b) Any research funded by grants provided to SAIT.

## **POLICY/PROCEDURE REFERENCE**

AC.4.2	Research Integrity policy
AC.4.2.2	Research Code of Conduct procedure

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