



<b>Policy Number:</b>	60
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Approved By:	VP of Operations
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## **Research Collaboration Policy**

### **Purpose**

The purpose of this policy is to encourage and facilitate collaborative research between ACATCM and external organizations, researchers, and stakeholders in order to advance the field of acupuncture and traditional Chinese medicine and to promote the College's research objectives.

### **Scope**

This policy applies to all faculty, staff, and students at the Alberta College of Acupuncture & Traditional Chinese Medicine (ACATCM) who are involved in research collaborations with external organizations and individuals.

### **Policy**

1. ACATCM recognizes the importance of collaboration with external organizations and individuals to advance research and achieve common goals. Research collaborations should be conducted in a manner that is consistent with ACATCM's mission, values, and policies.
2. Collaboration with external organizations and individuals may involve sharing of intellectual property, research data, and resources. In such cases, ACATCM will ensure that agreements are in place that protect the interests of all parties involved.
3. Collaboration with external organizations and individuals must be approved by the appropriate ACATCM authority, and comply with all applicable laws, regulations, and ethical standards.
4. All research collaborations must have a clear and defined purpose, goals, and objectives. The terms of the collaboration should be documented in a formal agreement, signed by all parties involved.
5. All research data generated as part of a collaboration must be properly managed, stored, and shared in accordance with ACATCM policies and regulations, and any applicable laws and regulations.
6. Any conflicts of interest arising from research collaborations must be disclosed to the appropriate ACATCM authority and managed in accordance with ACATCM's Conflict of Interest Policy.

## Procedure

### Approval Process

- a. Faculty, staff, and students seeking to enter into a research collaboration with external organizations or individuals must obtain approval from the Research and Scholarly Activities Committee (RSAC);
- b. The approval process will involve a review of the proposed collaboration, including its purpose, goals, objectives, and potential benefits and risks;
- c. The RSAC will determine whether the proposed collaboration is consistent with ACATCM's mission, values, and policies;
- d. If the proposed collaboration is approved, a formal agreement will be developed and signed by all parties involved.

### Intellectual Property

- a. Collaborations involving sharing of intellectual property must have a formal agreement in place that clearly defines the ownership and use of the intellectual property;
- b. ACATCM will ensure that any intellectual property generated as part of a collaboration is protected in accordance with applicable laws and regulations.

### Research Data

- a. All research data generated as part of a collaboration must be properly managed, stored, and shared in accordance with ACATCM policies and regulations, and any applicable laws and regulations;
- b. Data ownership and use must be clearly defined in the formal agreement;
- c. Data access and sharing must comply with applicable laws, regulations, and ethical standards.

### Conflicts of Interest

- a. Any conflicts of interest arising from research collaborations must be disclosed to the appropriate ACATCM authority;
- b. The appropriate ACATCM authority will determine whether the conflict of interest can be managed or if it requires disclosure to external parties;
- c. The management or disclosure of conflicts of interest must be consistent with ACATCM's Conflict of Interest Policy.

#### Termination of Collaboration

- a. The terms of termination must be clearly defined in the formal agreement;
- b. Any intellectual property or research data generated as part of the collaboration must be properly managed, stored, and shared in accordance with the terms of the formal agreement;
- c. Any outstanding obligations, including financial obligations, must be fulfilled in accordance with the terms of the formal agreement.