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Scholarly and Research Policy

Purpose

The purpose of the Research Policy is to provide an overall framework in ACATCM relationship to research and to create and promote a culture of research among the faculty at ACATCM.

Definition

“ACATCM” means Alberta College of Acupuncture & Traditional Chinese Medicine Corp.

Scope

This applies to all ACATCM members involved in research

Policy

Education and research are important to reaching the successes of tomorrow. ACATCM recognizes this importance and encourages all academic staff to keep abreast of the latest research and developments to advance education and knowledge.

Scholarly Activities

Faculty members, regardless of professional credentials and/or academic program level, should strive to reflect their professional and academic expertise by creating scholarly products related to the discipline. Scholarship includes those activities that contribute directly to the cumulative knowledge or creative resources in a faculty member’s discipline. This work can take many forms, including:

1. Refereed publications
 - a. books,
 - b. contributions to books (e.g., chapters),
 - c. journal articles, and
 - d. conference papers.

2. Other publications and presentations
 - a. invited journal, magazine and conference publications,
 - b. invited presentations (e.g., keynotes),
 - c. other conference, workshop and public presentations,
 - d. industrial collaboration reports,

- e. technical reports, and
 - f. other unrefereed publications.
3. Recognition of research and research stature
 - a. the leadership and impact arising from the faculty member's scholarship and professional achievements, appropriate to rank and experience,
 - b. research funding obtained.
 4. Other measures
 - a. public presentations related to college activities,
 - b. effort to acquire research funding,
 - c. other professional contributions related to research and professional practice,
 - d. industrial interaction, collaboration with industry,
 - e. community based research and its impact,
 - f. research networks and partnerships,
 - g. technology transfer and exchange,
 - h. knowledge mobilization and transition.

Research Conduct

1. ACATCM employees are to engage in research activity with integrity and in an environment that supports and encourages the ethical exercise of the rights and responsibilities of academic freedom. In addition, where funded from external sources, research and activities must meet the conditions of the funding body;
2. ACATCM establishes and maintains standards and procedures applicable to employees who engage in research and innovation. They are to achieve the objectives of this policy to the satisfaction of the College and applicable external funding agencies;
3. ACATCM employees are free to participate in research and the progression of their field of study so long as it does not interfere with their professional priority towards previously agreed upon obligations.
4. Academic staff members participating in research conducted by the College are required to be free of any conflict of interest. If there is knowledge of any conflict of interest, the academic staff member must disclose that there is a conflict and remove themselves from the scholarly activity.

Intellectual Property

1. ACATCM holds the rights to research that it conducts and academic staff members who participate in the research understand and acknowledge that ACATCM holds the right to that research unless previously agreed before the research commenced;
2. Subject to the terms of any collective agreement or other terms and conditions of employment with respect to work created, invented, developed or produced, and in the absence of any written agreement to the contrary between ACATCM and the employee, ACATCM is the owner of all intellectual property rights in any work or innovative work:
 - a. Where invented, created, developed or produced by an employee in the course of employment with or commissioned by the ACATCM;

- b. Where invented, created, developed or produced by using any resources, facilities or property of the ACATCM
3. Intellectual property that has been created, developed, or produced by the employee outside of ACATCM and without the use of ACATCM resources, facilities, or property is owned by the employee.
4. Scholarly activities that academic staff participate in that originated from the College or a third-party institution understand that the College reserves the intellectual property rights to research that conducted when college facilities and support is used. The academic staff members who participate in that research understand and acknowledge that the College holds the intellectual property rights to that research unless previously agreed between the academic staff member and ACATCM before the research commences;

Academic Freedom

1. Academic freedom generally refers to the ability of a faculty member to engage freely and openly in scholarship, research and innovation activities. It includes the right to question and challenge traditional norms, and the freedom to define research questions, to pursue answers to those questions by way of unrestricted but proper investigative techniques and to disseminate the knowledge to academic peers and community.
2. Academic freedom is not absolute. Individual members of institutions are limited by the degree of autonomy available to the institution and are subject to legal parameters, professional requirements, and peer review. The autonomy of ACATCM members are limited by statute, policies established by the Government of Alberta, and ethical review boards.
3. Academic freedom also has corresponding obligations, which include a high degree of respect for evidence; integrity in the research in accordance with the conventions of the discipline; impartial reasoning; and honesty in reporting both the underlying assumptions and the results of the inquiry.
4. Within its means, ACATCM seeks to provide the opportunities, infrastructure, facilities and academic freedom necessary to support and maintain a high level of scholarship.
5. Research and scholarship are conducted ethically and in ways that fully respect human rights as defined in law. Individuals are expected to use their right for academic freedom responsibly, with respect for the rights of others and in a manner that is appropriate to and consistent with the individual's College appointment.
6. ACATCM faculty members and researchers as appointed by the ACATCM are members of an educational institution whose special position in the community imposes unique obligations. As such and as a group, they must be cognizant of their position as institutional representatives. When such persons exercise their rights for academic freedom or through individual rights as independent citizens, they should be free from institutional censorship or discipline, but must nonetheless recognize that the public may judge not only their personal credibility but also their profession and their institution by statements, publications or public pronouncements. Hence, faculty and researchers shall be accurate; shall exercise appropriate respect for the opinions of others; and shall clearly indicate whether they are presenting personal rather than institutional views, as the former opinions clearly fall outside the purview of rights associated with academic freedom.

7. All members of ACATCM community who are engaged in research and scholarly activity in the course of their academic appointment or who are otherwise authorized in writing by ACATCM for purposes of research and investigative endeavours as governed by this policy are individually accountable to comply with this policy. ACATCM takes appropriate action for breach of this policy.

Academic Integrity

Any allegations of academic dishonesty pertaining to staff shall be made in writing and directed to the President.

1. The President or designate shall notify the individual(s) named in the allegation and determine whether an investigation is required. The privacy of all individuals(s) will be protected during the complaint process;
2. The President or designate may convene a Committee which will determine an investigative procedure suitable to the circumstance;
3. The Committee shall report to the President, in writing, as to its finding and the President shall determine the appropriate course of action.

Student Engagement

The College recognizes the value and importance of providing opportunities for students to engage in research and scholarly activities. ACATCM has established guidelines and procedures for student involvement in research and scholarly activities, ensuring that such involvement is conducted in an ethical and safe manner.

1. Students who wish to engage in research and scholarly activities must obtain approval from their Preceptor or the Dean of Students, and comply with all relevant policies and guidelines of the College.
2. Students who engage in research and scholarly activities must receive appropriate training and education, and adhere to all safety procedures and ethical guidelines established by the College.
3. The College recognizes that student involvement in research and scholarly activities may result in the creation of intellectual property. In such cases, ownership and management of the intellectual property will be governed by the College's Intellectual Property Policy.
4. The College will provide resources and support to facilitate student involvement in research and scholarly activities, including but not limited to funding opportunities, access to equipment and facilities, and mentorship programs.
5. The College will monitor and evaluate student involvement in research and scholarly activities on an ongoing basis, and make any necessary adjustments to policies and procedures to ensure that such involvement is conducted in a safe and ethical manner.
6. The College will provide recognition and support for students who engage in research and scholarly activities.

Procedure:

1. Students who wish to engage in research and scholarly activities must submit a proposal to their Preceptor or the Dean of Students, outlining the nature and scope of the proposed project, and detailing any safety or ethical considerations.
2. The Preceptor or the Dean of Students will review the proposal, and provide feedback and guidance as necessary. If the proposal is approved, the Preceptor or the Dean of Students will oversee the student's involvement in the project, and ensure that all safety and ethical guidelines are followed.
3. The College will provide resources and support to facilitate student involvement in research and scholarly activities, including funding opportunities, access to equipment and facilities, and mentorship programs. Students may apply for such resources and support through established channels.
4. The College will monitor and evaluate student involvement in research and scholarly activities on an ongoing basis, and make any necessary adjustments to policies and procedures to ensure that such involvement is conducted in a safe and ethical manner.
5. Students who engage in research and scholarly activities must provide regular progress reports to their faculty advisor or designated supervisor, and must adhere to any deadlines or requirements established by the College or the Preceptor or the Dean of Students.
6. Students who engage in research and scholarly activities must adhere to all safety procedures and ethical guidelines established by the College.

Related Policies

- Intellectual Property Policy