RESEARCH POLICY FRAMEWORK

1. PREAMBLE

SydneyMet encourages its staff to undertake research and scholarly activities but only under the auspicious of other institutions. The Research Policy Framework specifies the research requirements that all SydneyMet people must comply with in order to ensure effective and consistent research activity.

2. PURPOSE

The Dean is responsible for the overall management, strategic direction and stewardship of the research activities of SydneyMet. The Dean will use this policy framework to ensure a consistent approach to a range of research matters undertaken by SydneyMet staff. This policy framework recognises research as important, especially for the improvement of teaching and scholarship, but SydneyMet staff only undertake research activities under auspicious of other institutions. It promotes a culture of continuous improvement and excellence through research and innovation to help deliver a high quality and sustainable teaching and learning environment. The purpose of this policy framework is to ensure that research is compliance with the teaching focus of SydneyMet and relevant legislation, policies, standards, codes of conduct and best practice guidelines. It provides clarity about the expectation for SydneyMet staff to collaborate and undertake research and encourage its integration into teaching. Moreover, it supports for the consistent management of research governance and intellectual property across the SydneyMet work. This framework formally acknowledges that SydneyMet accepts and adopts the principles and practices outlined in the Australian Code for the Responsible Conduct of Research (2007) [here after called the Code].

3. SCOPE

All governing bodies, academic staff, and senior management, who are involved in research.

4. POLICY PROVISIONS

4.1   Responsible research practices

- The College endorses and adopts the principles and practices of responsible research outlined in Part A of the Code, and the process for the assessment of breaches of the Code and misconduct in research outlined in Part B of the Code. All staff, students, visiting fellows and scholars at the College, who are involved in the conduct of research associated with the College are expected to read and familiarize with the Code and conduct research in accordance with the principles outlined in the Code Part A.
- Researchers conducting research sponsored by external agencies should follow the terms and conditions of the sponsoring agencies but without violating the Code.
- The College will comply with relevant legislation, guidelines and codes relating to ethical practices in research.
- The College will establish an Ethics Committee to examine the ethical dimension of the research to be conducted through the College. Ethics approval is required prior to the research, and researchers should submit the application for this in prescribed format. If research is to be conducted and reported to the Committee regarding ethical conduct and issues arising in the research process.

4.2 Publication and dissemination of research and management of research data

- College expects that research findings are disseminated as broadly as possible and follow all the ethical practices related to publication like accuracy of publication and dissemination, proper citation, avoiding multiple publication of the same material and avoid self-plagiarism, and disclose research support accurately.
- College expects that researchers follow section 4 of the Code that outlines the responsibilities of institutions and researchers in responsible publication and dissemination of research findings.
- Research data should be properly managed and retained. SydneyMet will develop a framework for the management and retention of research data based on international practice.
- Researchers are encouraged to develop authorship agreement before publication. See Authorship and Copyright Policy.
- The College recognizes the importance of peer review and is committed to encouraging and supporting researchers to participate in the process in line with the Section 6 of the Code. There should be declaration of conflict of interest while reviewing the publications.

4.3 Research misconduct

The College will adhere to Part B of the Code to deal with allegations of research misconduct and establishing inquiries to determine whether research misconduct has occurred. See also Detection and Prevention of Academic Fraud Policy and Procedure and Academic Integrity Policy.

4.4 Research partnership

Researchers supported by Australian public funding should consider following the guideline provided by Section 8 of the Code on the responsibilities of institutions and researchers in managing collaborative research. In other cases, the terms and conditions

of the funding agencies need to be followed. In such cases, researchers are expected to be aware of, and comply with, all policies and written agreements affecting the collaborative research project and declare any actual or apparent conflicts of interest relating to any aspect of the collaborative research project.

4.5   Recording of research output

SydneyMet will develop a database system to record the research outputs that result from the research of its faculty members and staff. A standard format will be created for this purpose and will be maintained by Quality System Manager. This format will contain basic information on researcher, research topic, ethical clearance date, starting date, completion date, funding agency, total funds for research, team leader and team members (if a team), collaborating institutions and persons (if any) outputs, publication of outputs (standard reference style).