



RESPONSIBLE RESEARCH CONDUCT POLICY

Purpose

AIB is committed to the highest standards of ethical and responsible Research. AIB expects all members of their community to conduct themselves in a manner consistent with its values of excellence, integrity and fairness. This policy is based on the [Australian Code for the Responsible Conduct of Research \(2018\)](#) (the Code). AIB expects all Researchers, Higher Degree by Research candidates, Research managers and Supervisors to be familiar with its provisions and to conduct their Research and related tasks in accordance with the Code, this policy and all other relevant legal, regulatory and policy requirements.

Scope

This policy:

- covers Research which can be reasonably regarded as the responsibility of AIB. It applies regardless of the Research funding source or whether the Research requires ethics approval.
- applies to all AIB Research candidates and staff, including full-time and part-time, continuing and casual academic staff. The policy also applies to consultants, contractors and other persons involved in Research collaboration with AIB staff or students, or engaged by AIB in Research activity.

Definitions

Unless otherwise defined in this document, all capitalised terms are defined in the [glossary](#).

Research

Research and scholarship occurs within the context of the Organisation for Economic Co-operation and Development (OECD) definition of Research and experimental development set out in the Frascati Manual (2015) and defined as:

'creative and systematic work undertaken in order to increase the stock of knowledge – including knowledge of humankind, culture and society – and to devise new applications of available knowledge¹.'

Conflict of Interest exists in a situation where an independent observer might reasonably conclude that the professional actions of a person are or may be unduly influenced by other interests (Australian Code for the Responsible Conduct of Research, 2018).

¹ OECD (2015), *Frascati Manual 2015: Guidelines for Collecting and Reporting Data on Research and Experimental Development*, The Measurement of Scientific, Technological and Innovation Activities, OECD Publishing, Paris, <https://doi.org/10.1787/9789264239012-en>.

Policy

1. General Principles of Responsible Research

- 1.1. Together with Research outputs, Research income is governed by the 2020 Higher Education Research Data Collection (HERDC). While AIB is not currently an Administering Organisation, it aims to partner with academics across other institutions and therefore adheres to the HERDC definition² of Research and experimental development (R&D) both of which are consistent with the OECD.
- 1.2. Within this context, all Researchers undertaking Research at, or in partnership with AIB must conduct Research in conjunction with the [Research and Scholarship Policy](#), the [Higher Degree by Research Policy](#) and [Procedure](#) and in reference to the Academic Integrity Policy and Procedure and [Academic Appointments and Promotions Policy](#).
- 1.3. AIB is committed to sound Research governance and management practices, promotion of responsible Research conduct, and providing a safe Research environment. AIB appoints academics with the strict expectation that they are personally and professionally responsible for conducting Research in a manner that is fully compliant with disciplinary, institutional and regulatory obligations.

2. Responsible Research in Practice

- 2.1 The Australian Code for the Responsible Conduct of Research, 2018 identifies the following principles as the hallmarks of responsible Research conduct. Researchers must:
 - (a) present information truthfully and accurately in developing, undertaking and reporting Research;
 - (b) ensure that Research methods, results and outputs are robust, justifiable, conducted with rigour and open to scrutiny and debate;
 - (c) communicate Research results in a responsible manner, acknowledge the contribution and role of others in Research, including authorship where appropriate, and disclose and manage actual and perceived Conflicts of Interest;
 - (d) ensure good stewardship of resources and minimise adverse effects of Research on individuals, communities and the environment;
 - (e) recognise, value and respect the diversity, heritage, knowledge, cultural property and connection to land of Aboriginal and Torres Strait Island peoples, engage with Aboriginal and Torres Strait Islander peoples prior to Research being undertaken, and report the outcomes of the Research back to those involved in the Research;
 - (f) comply with relevant legislation, policies and guidelines, ensure good stewardship of public resources used to conduct Research and consider the consequences and Research outcomes prior to its communication;
 - (g) Where Research requires ethics and/or other relevant compliance approvals, AIB undertakes to seek approvals in accordance with the Ethics Review Committee Terms of Reference and other applicable policies and procedures prior to conducting their Research, attain such approvals if necessary, and conduct their Research in a manner consistent with the approval given.

² Department of Education (2019), 2020 Higher Education Research Data Collection Specifications. Specifications for the collection of 2019 data. Accessed at: <https://docs.education.gov.au/node/53058>.

- 2.2 All individuals involved in any AIB Research activity must:
- (a) understand and promote responsible Research conduct;
 - (b) participate in relevant professional development and training to maintain currency of knowledge;
 - (c) treat fellow researchers fairly and with respect; and
 - (d) promptly raise concerns regarding questionable Research practices by themselves or others in line with AIB Whistleblower Policy and Procedure.

3. Suspected breaches of responsible Research Conduct

- 3.1 AIB expects Researchers, and any members of the AIB community, to act in a timely manner in reporting a case of suspected breach of the Code and/or this policy.
- 3.2 Failure to adhere to these principles, this policy and the Australian Code for the Responsible Conduct of Research is a serious matter that may be grounds for disciplinary action.
- 3.3 AIB's Responsible Research Conduct Procedure outlines how to make, receive and report allegations and complaints about suspected Research breaches or misconduct.

4. Standards of Responsible Research Conduct

Specific instances of Responsible Research Conduct are guided and governed by the following:

- 4.1. Management of Research Data and Primary Materials: section 2.10 [Research and Scholarship Policy](#)
- 4.2. Supervision of HDR: section 2.8-2.9 [Higher Degree by Research Policy](#)
- 4.3. Publication and Dissemination of Research: section 5 [Research and Scholarship Policy](#)
- 4.4. Authorship of Research: section 8 [Research and Scholarship Policy](#)
- 4.5. Peer Review: section 2.12 [Research and Scholarship Policy](#)
- 4.6. Conflicts of Interest: section 2.8 [Research and Scholarship Policy](#)
- 4.7. Research Partnership Agreements: section 9 [Research and Scholarship Policy](#)
- 4.8. [Responsible Research Conduct Procedure](#).

Related Policies and Procedures:

Academic Integrity Policy and Procedure
Academic Appointments and Promotions Policy
Higher Degree by Research Policy and Procedure
Research and Scholarship Policy and Procedure
Responsible Research Procedure
Whistleblower Policy and Procedure

Responsibility:

Academic Dean

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