

Research Policy

Policy Code: RES-003**Version:** 9.0**Effective Date:** 30 July 2022

Purpose

This policy outlines the College's position on research activities within the institution. As a learning and teaching institution the College is committed supporting staff research and scholarship that contributes to the evolution of natural medicine professions and informs teaching with new knowledge.

Definition of "College" – *In the higher education sector, the Australian College of Natural Medicine Pty Ltd (ACNM) trades as Endeavour College of Natural Health and Endeavour Wellness Clinic. For the purpose of this policy, any reference to 'College' or 'the College' should be considered a reference to each or any of these respective trading names / entities.*

Scope

- All campuses and clinics
- All staff
- All students

Policy Statement

The [Australian Code for the Responsible Conduct of Research](#) (2018) states that "The concept of research is broad and includes the creation of new knowledge and/or the use of existing knowledge in a new and creative way so as to generate new concepts, methodologies, inventions and understandings. This could include synthesis and analysis of previous research to the extent that it is new and creative."

The Code further sets out eight principles for responsible research conduct:

- "P1 Honesty in the development, undertaking and reporting of research
- P2 Rigour in the development, undertaking and reporting of research
- P3 Transparency in declaring interests and reporting research methodology, data and findings
- P4 Fairness in the treatment of others
- P5 Respect for research participants, the wider community, animals and the environment
- P6 Recognition of the right of Aboriginal and Torres Strait Islander peoples to be engaged in research that affects or is of particular significance to them
- P7 Accountability for the development, undertaking and reporting of research
- P8 Promotion of responsible research practices"

This policy draws on the principles of responsible research to ensure any research undertaken under the auspices of the College, or by College staff and students, meets the highest possible standards.

The College recognises the need for academic staff to be supported in evolving their fields of study and practice. The growth of the disciplines taught at the College depends on accessing quality research and publications that extend the boundaries of knowledge and describe the socio-economic benefits of these fields. Staff may engage in research as part of their professional development and scholarly activity.

Support for Staff Research

Endeavour College supports its staff to pursue research higher degrees through the provision of professional development assistance, both in terms of release time and financial support. The College encourages scholarship and research by staff however any research activities must not detract from time to meet core teaching activities. Research activities may form part of a staff members' scholarly and professional activities. Details of this support are outlined in the *Scholarly Activity and Professional Development – HE Academics Policy*.

Research Project Assessment and Management

Access to College Resources or Facilities

The College has a range of resources or facilities which may be accessed by a team of investigators for research intended for external dissemination (e.g. conferences, research publications, seminars). These include (but are not limited to):

- Endeavour Wellness Clinics
- Internal databases including the LMS and other student records
- Students
- Staff
- Alumni

Researchers interested in undertaking a research project requiring access to College resources or facilities will be considered by the College on a case-by-case basis. Investigators must submit an *Expression of Interest for Research Project* to the Director of Education.

Staff who are completing research that does not require access to specific College resources or facilities are not required to complete an *Expression of Interest for Research Project* form, however all other relevant approval requirements (e.g. ethics approval) must be satisfied before the project commences.

No research work by College staff can commence until all relevant approvals are gained. Publication or dissemination of unapproved research will be considered research misconduct.

Process for Submitting a Research Project Expression of Interest

An *Expression of Interest for Research Project* must be submitted to the Director of Education. The application must include:

- Information about the team of investigators
- Brief outline of the intended project
- Resource or facility access required
- Ethical considerations

- Expected outcomes and likely audience
- Timeline for the project
- Budget and Funding details
- Resources or facility access required
- Endeavour staff required to assist, and the tasks agreed upon
- Names and details of all people with access to the raw data

The Director of Education will consult with relevant Senior Leadership Team members regarding access to College resources or facilities and provide feedback and approval, if granted, to applicants.

Once access has been approved, the investigator/s must then submit an application to the College's Low-Risk Ethics Committee (LREC) and/or other relevant committees. For example, work in collaboration with a university or other external party may require additional approvals (e.g. radiation safety, biosecurity approvals). It is each researcher's responsibility that they are aware of the relevant approvals for their project and that records of correspondence and approval are kept securely and according to data storage and management guidelines.

Ethics Review

All projects which involve either animals or people (including their data or tissue) must be approved by either an Animal Ethics Committees (AEC), for work involving animals, or Human Research Ethics Committee (HREC) or other non-HREC ethical review body, for work involving people.

Low and negligible risk projects will be reviewed by the College Low-Risk Ethics Committee, while projects with higher risk must be reviewed by an institutional HREC outside of the College. Researchers are responsible for managing submissions with external HREC including any fees for submission.

More information about the process of ethics review at the College is outlined in the [Human Research Ethical Clearance Policy](#).

Responsibilities

The Academic Council has ultimate responsibility for development of research capacity at the College and will approve any delegation of funding decisions.

The Low-Risk Ethics Committee will have responsibility for reviewing and granting ethics approval for low and negligible risk projects to be conducted by Endeavour researchers or using Endeavour facilities.

Individual researchers are responsible for ensuring research best practice is followed including ensuring that appropriate approvals are gained prior commencement of any research.



Definitions

Discipline - in health, a specific class of therapeutic intervention such as massage, nutrition, herbal medicine, acupuncture, counselling, exercise therapy. (See also Whole medical systems)

Whole medical systems - complete systems of theory and practice that have evolved over time in different cultures and apart from conventional medicine. Examples of ancient whole medical systems include **Ayurvedic medicine** and **traditional Chinese medicine**. More modern systems that have developed in the past few centuries include **homeopathy** and **naturopathy**.

Related Procedures

Not Applicable

Further Information

Related Policies

Human Research Ethical Clearance Policy

Scholarly Activity and Professional Development Policy - HE Academics

Related Documents

Academic Governance Framework

Expression of Interest for Research Project

[Human Research Ethics Application](#)

Guidelines

Not Applicable

Benchmarking

University of the Sunshine Coast

Related Legislation

Not Applicable



Review and Approval

Policy Author

Director of Education

Policy Owner

Director of Education

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Recommending Body

Endorsed by Academic Leadership Team 20 July 2022

Approval Body

Academic Council

Approved: 29 July 2022

Policy Status

Revised

Responsibilities for Implementation

- Director of Education
- Heads of Department

Key Stakeholders

- Director of Education
- All Academic and Operational Staff
- External Researchers
- Students