

<b>Policy title:</b>	<b>A08 Research</b>		
First approved:	August 2005	Approving body:	Academic Board
Current version approved:	February 2008	Responsibility:	Director, Academic
Applies from:	February 2008	First point of contact:	Taiorangahau Manager
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**Policy overview**

1. Purpose/Principles    2. Scope    3. Definitions    4. Policy    5. Procedures

1. Purpose/principles

- To actively encourage and support research, scholarship and creative work by staff and students at Bay of Plenty Polytechnic;
- To ensure that all research conducted under the Bay of Plenty Polytechnic umbrella meets the institution's quality standards in both ethics and research design;
- To establish the strategic importance and direction of research within Bay of Plenty Polytechnic
- To facilitate the implementation of Te Waka Hourua within the research functions of Bay of Plenty Polytechnic;
- To provide guidance for staff and students wishing to undertake research at Bay of Plenty Polytechnic;
- To ensure that clear ethical guidelines are in place to provide protection for members of the public;
- To ensure the mutual benefit of teaching and research especially in discipline areas of key strategic importance;
- To actively encourage the dissemination of research results through publication and public presentation.

2. Scope

This policy applies to all research activities of **staff and students** of Bay of Plenty Polytechnic

There are a number of possible scenarios in which students are currently involved in research at the Bay of Plenty Polytechnic (however, this is not an exhaustive list). These possibilities include:

- a) Programmes or courses that require students to complete individual, group or class research projects as part of gaining course credit;
- b) Students participating as research assistants in internal research projects carried out by staff members that have been approved by the Research Committee;
- c) Students participating as research assistants in projects carried out by staff members who are conducting research as part of their own post-graduate qualifications;
- d) Students participating as research assistants in projects carried out by staff members in conjunction with other organisations;
- e) Staff research projects (either internal or external projects) that recruit students as research participants;
- f) Students carrying out research projects within programmes run by other tertiary institutions.

3. Definitions

Taiorangahau	Pacific Coast Applied Research Centre. This is a support unit for research and consultancy activities at the Bay of Plenty Polytechnic. The Taiorangahau team consists of a Manager, other ancillary staff and Research Leaders representing each of the Schools and "non-school" staff.
Te Waka Hourua	Symbol of a twin-hulled waka moving in one direction with shared commitment and understanding

Research Research is original investigation undertaken in order to contribute to knowledge and understanding and, in the case of some disciplines, cultural innovation or aesthetic refinement. It typically involves enquiry of an experimental or critical nature driven by hypotheses or intellectual positions capable of rigorous assessment by experts in a given discipline. It is an independent, creative, cumulative and often long-term activity conducted by people with specialist knowledge about the theories, methods and information concerning their field of enquiry. Its findings must be open to scrutiny and formal evaluation by others in the field, and this may be achieved through publication or public presentation. In some disciplines, the investigation and its results may be embodied in the form of artistic works, designs or performances.

Institutional Research Institutional research is research conducted within an institution that provides information regarding the institution's characteristics, activities and performance in order to assist planning and decision-making. Institutional research is likely to include course appraisal, graduate destination surveys and study intention surveys.

#### 4. Policy

- 4.1 The Polytechnic is committed to ensuring that Te Waka Hourua is fully implemented into all aspects of research and that there will be due regard for the provisions of, and the spirit and intent of, the Treaty of Waitangi.
- 4.2 The Polytechnic will ensure that appropriate academic and operational procedures are in place to recognise and support the role of research within the institution.
- 4.3 The Polytechnic will comply with all statutory requirements related to the conduct of research.  
[Several sections of the Education Act (1989) and its subsequent amendments are relevant to the carrying out of research in Polytechnics:
1. The Education Act (1989) section 254 (3) states that degrees are to be "taught mainly by people engaged in research".
  2. The Education Amendment Act (1990) section 161 defines **academic freedom**, in relation to an institution, as "(b) the freedom of staff and students to engage in research".
  3. This same section also sets out in clause (3) that "in exercising their academic freedom and autonomy, institutions shall act in a manner that is consistent with:
    - (a) The need for the maintenance by institutions of the highest ethical standards and the need to permit public scrutiny to ensure the maintenance of those standards; and
    - (b) The need for accountability by institutions and the proper use by institutions of resources allocated to them".
  4. The definition of a polytechnic also states that "*A polytechnic is characterised by ... research, particularly applied and technological research, that aids development*" (Education Act, 1989, section 162 (4) (b) (ii))]
- 4.4 The Polytechnic will support research projects that have the potential to enhance the professional profile of staff, improve the content and delivery of educational programmes and develop or foster relationships with iwi, community and industry.
- 4.5 A Research Committee of the Academic Board will oversee all research functions, administer research funds and advise the Academic Board on research policy and procedures.
- 4.6 All research conducted by staff and students at Bay of Plenty Polytechnic will be required to go through formal approval processes. These procedures are fully described in the *Guidelines for Research at Bay of Plenty Polytechnic* booklet.
- 4.7 Projects which are submitted for external funding or being carried out by, or in conjunction with, collaborating organisations will be referred to the Chief Executive for final approval.
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4.8 Any research or teaching that involves animals requires the approval of the Animal Ethics Committee. This committee operates within the scope of the Animal Welfare Act 1999, reports to the Minister of Agriculture and Minister of Fisheries and advises the Chief Executive on all matters pertaining to the welfare of animals at Bay of Plenty Polytechnic.

5. Procedures

Refer to the handbook *Guidelines for Research at Bay of Plenty Polytechnic* which sets out detailed procedures for the approval of staff and student research.

<p>Related policies</p> <ul style="list-style-type: none"><li>• A03 Ownership of Intellectual Property</li><li>• Code of Ethical Conduct for Research or Teaching with Human Participants</li><li>• Code of Animal Ethics</li><li>• Human Ethics Panel Terms of Reference</li></ul>	<p>Related forms</p> <ul style="list-style-type: none"><li>• Application Form for Staff Research</li><li>• Student Research Template</li><li>• Animal Ethics Committee Protocol Application – Research</li><li>• Animal Ethics Committee Protocol Application - Teaching</li></ul>
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