

## Monash University Policy

<b>Policy Title</b>	Responsible Conduct of Research Policy
<b>Date Effective</b>	23-February-2011
<b>Review Date</b>	23-February-2014
<b>Policy Owner</b>	Senior Vice-Provost and Vice-Provost (Research)
<b>Category</b>	Academic Quality and Standards
<b>Version Number</b>	1.0
<b>Content Enquiries</b>	<a href="#">Research Policy</a>
<b>Scope</b>	<p>This policy applies to:</p> <ul style="list-style-type: none"> <li>a. all staff employed by the University or any Controlled Entity;</li> <li>b. all former staff of the University or any Controlled Entity, where such former staff have been engaged in activities in any way connected with conduct that is the subject of, or related to the subject of, an allegation of misconduct in or in connection with research;</li> <li>c. all persons, including adjunct staff or visitors, engaged in research under the auspices of, or in the name of, the University or any Controlled Entity including but not limited to research that is conducted in conjunction with another entity whether in the public or private sectors and whether such entity be a University, research institute, a private research entity or endeavour or otherwise;</li> <li>d. all students (including past students) of the University who engage in research but subject to the operation of Monash University (Council) Regulations Part 7.</li> </ul> <p>For the purposes of this policy, "Controlled Entity" means a company over which the University has control within the meaning of section 3 of the Audit Act 1994 (Vic) and which has adopted this Policy.</p>
<b>Purpose</b>	<p>The purpose of this policy and its accompanying procedures is to articulate Monash University's commitment and approach to the responsible conduct of research and to outline procedures for handling matters when an allegation of research misconduct or serious research misconduct has been made.</p> <p><b>Supporting Research and Analysis</b></p> <p>Monash University has previously had a Code of Responsible Conduct of Research based on the 1997 version of the <i>NHMRC/AVCC Statement and Guidelines on Research Practice</i>.</p> <p>Following the release of the revised version of the <a href="#">Australian Code for the Responsible Conduct of Research 2007</a> (the Code) the research portfolio undertook a revision of all Monash research policies to align them with the Code and to provide a research governance framework suitable for the University's contemporary needs.</p> <p>This policy provides the overarching framework for the responsible conduct of research at Monash and formally adopts the central provisions of the Code. Where it has been deemed necessary individual policies have been developed to articulate Monash policies and procedures in particular areas (such as authorship, research data management, human and animal ethics and gene</p>

technology).

## POLICY STATEMENT

Monash University seeks to improve the human condition by advancing knowledge and fostering creativity. It does so through research and education and a commitment to social justice, human rights and a sustainable environment. It values excellence in research and scholarship, amongst other things, and aims to be one of the best universities in the world, distinctive because its research-intensive, international focus enables it to address important theoretical and practical challenges.

In pursuing these objectives the University is also committed to the highest standards of the responsible conduct of research. The University endorses the general principles of research as articulated in the [Australian Code for the Responsible Conduct of Research](#) and expects all researchers and research managers to be familiar with its provisions and to conduct their research and related tasks in accordance with these provisions and all other relevant legal, regulatory and policy requirements.

The University embraces the principles of a strong research culture, as laid out in the Code, and will foster an environment where individuals:

- conduct and manage research with honesty and integrity;
- respect human research participants, animals and the environment;
- demonstrate good stewardship of public resources used to conduct research;
- appropriately acknowledge the role of others in research; and
- communicate research results responsibly.

Specifically, in the responsible conduct of research the University expects researchers to:

- Conduct research by applying the highest ethical and safety standards through compliance with all relevant state and national legislation and protocols, the Monash [Ethical Research and Approvals Policy](#) and the Monash [Activities Involving Genetically Modified Organisms Policy](#);
- Retain and manage research data according to the provisions articulated in the Code and in the Monash Research Data Management Policy;
- Train, mentor, support and appropriately attribute research trainees in accordance with the Code and relevant Monash policies, including the [Research Outputs and Authorship Policy](#) and [research training policies](#). Research trainees/graduate students should seek guidance and participate in induction and training in the responsible conduct of research;
- Disseminate research findings responsibly, including the accurate citation of the work of other authors, in accordance with the detailed provisions in Section 4 of the Code and relevant University statutes and policies, including those concerning [Intellectual Property](#);
- Observe the provisions in Section 5 of the Code and in the Monash [Research Outputs and Authorship Policy](#), ensuring that the confirmation of authorship is conducted for all research outputs, Monash University is appropriately attributed and appropriate authorship records are kept;
- Seek and participate responsibly in peer review for all research outputs according to the provisions in Section 6 of the Code;
- Disclose any perceived or actual conflicts of interest in the course of any research conducted, according to the provisions in Section 7 of the Code and the Monash [Code of Conduct and Compliance – Conflict of Interest Procedure](#) (including Conflict of Interest in Research);
- Participate in collaborative research and comply with all relevant Monash policies and any multi-institutional agreements as per Section 8 of the Code.

Be aware of their obligation to report any suspected misconduct in a timely manner in accordance with the Procedures for Investigating Complaints Concerning Research Misconduct.

<b>Supporting Procedures</b>	<a href="#">Responsible Conduct of Research: Procedures for Investigating Complaints Concerning Research Misconduct</a>
<b>Responsibility for implementation</b>	<p>Monash researchers</p> <p>Staff supervisors</p> <p>Students involved in research</p> <p>Higher degree by research supervisors</p> <p>Professional staff involved in the management of research</p> <p>Heads of academic units (including centres and institutes)</p> <p>Associate Deans (Research)</p> <p>Monash Research Office</p> <p>Monash Research Graduate School</p> <p>Senior Vice-Provost and Vice-Provost (Research)</p> <p>Vice-Provost (Graduate Education)</p> <p>Vice Chancellor</p>
<b>Status</b>	New
<b>Approval Body</b>	<p><b>Academic Quality and Standards policies</b></p> <p><b>Name:</b> Academic Board</p> <p><b>Meeting:</b> 1/2011</p> <p><b>Date:</b> 23-February-2011</p> <p><b>Agenda item:</b> 14.6</p>
<b>Endorsement Body</b>	<p><b>Academic Quality and Standards policies</b></p> <p><b>Name:</b> Monash Research Committee</p> <p><b>Meeting:</b> 1/2011</p> <p><b>Date:</b> 08-February-2011</p> <p><b>Agenda item:</b> 6.1</p>
<b>Definitions</b>	
<b>Legislation Mandating Compliance</b>	<p><a href="#">Monash University (Council) Regulations Part 7</a></p> <p><a href="#">Monash University (Vice-Chancellor) Regulations Part 5</a></p>
<b>Related Policies</b>	<p><a href="#">Activities Involving Genetically Modified Organisms Policy</a></p> <p><a href="#">Ethical Research and Approvals Policy</a></p> <p><a href="#">Research Outputs and Authorship Policy</a></p> <p><a href="#">Code of Conduct and Compliance – Conflict of Interest Procedure</a></p> <p><a href="#">Research Data Management Policy</a></p>
<b>Related Documents</b>	<a href="#">Australian Code for the Responsible Conduct of Research</a>