



## Research and Scholarship Policy

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<b>Related Documents</b>	Australian Code for the Responsible Conduct of Research (2018) Intellectual Property Policy Records Management Policy Research and Scholarship Procedure Student Misconduct Procedures

### 1. Purpose

- 1.1 The Research and Scholarship Policy outlines the expectations of how research and scholarly activities are conducted and managed at the Australian Institute of Police Management (AIPM).
- 1.2 The policy establishes the scholarly environment and research culture that support academic endeavour at the AIPM.

### 2. Scope

- 2.1 This policy applies to all staff and visitors (refer Definitions) and students engaged in research or other scholarly activity within the AIPM Higher Education Faculty or under the auspices of the AIPM.

### 3. Policy Principles

- 3.1 Research in the field of public safety and security is an important contribution that the AIPM makes to society. Though not all staff will engage in research activities, it is expected that teaching staff are active in scholarship as a means of maintaining the currency of their knowledge.
- 3.2 Members of the AIPM as defined in 2.1 will comply with the [Australian Code for the Responsible Conduct of Research 2018](#) (the Code) and other relevant state and national

legislation where it is appropriate to do so, as well as any other relevant AIPM policy and procedure.

- 3.3 The AIPM will provide staff and students with a scholarly environment that:
- Motivates and engenders inquiry and learning about public safety and security globally.
  - Encourages, facilitates and supports positive analytical, critical and creative discourse and awareness.
  - Promotes free intellectual inquiry.
- 3.4 The AIPM will support this scholarly environment by:
- Implementing procedures within this policy to ensure that research is conducted responsibly, ethically and with integrity (refer [Research and Scholarship Procedures](#)).
  - Promoting research and scholarly activity.
  - Promoting investigation, critical inquiry and innovation through research and scholarship.
  - Partnering with research organisations and with relevant subject matter experts.
- 3.5 All individuals involved in research activity at the AIPM are required to adhere to the principles of responsible research conduct (as set out in the Code) including:
- Honesty in the development, undertaking and reporting of research truthfully and accurately.
  - Rigour in the development, undertaking and reporting of research, with demonstration of robust methodology and attention to detail.
  - Transparency in declaring interests, using appropriate referencing, acknowledging contributors, and reporting research methodology, data and findings.
  - Fairness and respect in the treatment of others involved in the research (such as participants, co-workers, students, the wider community), and consideration of the needs of minority groups and/or vulnerable people.
  - Respect for animals and the environment.
  - Recognition of the rights of communities, in particular Aboriginal and Torres Strait Islander peoples engaged in research that affects, or is of particular significance, to them.
  - Accountability, financial and otherwise.
  - Promotion and fostering of a research culture and environment that supports responsible research practices.
- 3.6 Research activity in the AIPM is aligned with the AIPM Strategic Plan and approved by the Academic Governance Board then endorsed by the Executive Leadership Capability Advisory Committee (ELCAC).

## 4. Policy Statements

### *Research*

- 4.1 The AIPM supports independent academic research into areas of interest to policing and public safety organisations. Staff members who engage in research activity will have the relevant qualifications, experience and skills relevant to the type of research that they will be undertaking and these will be reviewed as part of the approval process by the AIPM.
- 4.2 Research undertaken must be subject to appropriate approvals within the AIPM and any conditions must be adhered to during the course of research. Before carrying out any research activities, researchers must undertake appropriate due diligence and risk assessments.
- 4.3 All formal research must be approved by the Academic Governance Board. Medium- or high-risk research will be approved by a Human Research Ethics Committee.
- 4.4 Where relevant, research members will appropriately engage and consult with Aboriginal and Torres Strait Islander peoples and respect their legal rights and local laws, customs and protocols.
- 4.5 It is the intent of the AIPM to publish the findings of research that it undertakes, with due consideration of jurisdictional concerns and confidentiality of operational matters. If particular research contains information regarding a sensitive or security related issue, it will not be published openly and appropriate distribution within law enforcement and public safety agencies will be an acceptable form of publication.
- 4.6 All published research will be peer-reviewed, in order to maintain the high academic standard of the AIPM's research. Articles published in peer-reviewed journals will go through the normal blind peer-review process.
- 4.7 The AIPM owns all intellectual property (IP) created by staff undertaking research, apart from material developed under the principles identified in the [Intellectual Property Policy](#). This includes intellectual property created by staff:
  - In the course of their employment with the AIPM.
  - In the course of using funding, facilities or resources of the AIPM, other than as a student.
  - In the conduct or creation of any works commissioned by the AIPM by way of separate agreement, other than the contract of employment, unless agreed otherwise.
  - Which vests in the AIPM at law.
- 4.8 As stated in the [Intellectual Property Policy 3.4](#), the AIPM does not assert ownership of IP created by students, however there may be scenarios where assignment of student IP may be required for a student to work on an AIPM project or where the AIPM may request an assignment of IP owned by a student if the student created the IP in the course of undertaking education at the AIPM or when the student is involved in a joint research project with other agencies or individuals.
- 4.9 Where the AIPM is involved in a joint research project with other agencies or individuals, an agreement must be reached in writing with the collaborating organisation detailing matters of:
  - Intellectual property that partners are bringing to the project.
  - Ownership of intellectual property produced in the course of the project.
  - Confidentiality.

- Sharing of any commercial outcomes.
  - Responsibility for ethics and safety approvals.
  - Authorship of any articles arising.
  - Reporting to appropriate organisations.
- 4.10 As stated in the [Intellectual Property Policy 3.5](#), the AIPM does not, as a matter of course, assert ownership of IP created by affiliate staff or visitors. However, where the affiliate staff or visitor is working as part of a project or research activity, in particular where the activity is externally funded or makes use of the AIPM facilities and resources, then the AIPM may require the affiliate staff or visitor to agree to an IP assignment or licence in order to become involved, or continue involvement in, the activity.
- 4.11 The AIPM will maintain an accurate and up-to-date recording of the research outputs of staff and students (refer [Records Management Policy](#)).
- 4.12 Suspected breaches of this policy will be managed under [Research Misconduct and Complaints](#) as set out within Research and Scholarship Procedures. Breaches by students will be managed under the [Student Misconduct Procedures](#).

### *Scholarship*

- 4.13 Staff will display a sound understanding and up-to-date knowledge of their subject and/or professional practice and draw on scholarship, research and professional experience to facilitate student learning.
- 4.14 Staff will be expected to incorporate evidence based, validated and contemporaneous pedagogic practice, conducting teaching from a research led/informed perspective.
- 4.15 Staff must undertake scholarly activity that:
- Encourages research, intellectual and creative inquiry, critical thinking and learning.
  - Informs and enhances teaching and learning.
  - Develops professional capability.
  - Reinforces reflection and continuous improvement.
  - Involves dialogue with colleagues and fellow professionals.
  - Focuses on student achievement of learning outcomes.
- 4.16 Staff members are encouraged to engage in scholarly activity in conjunction with colleagues beyond the AIPM.
- 4.17 Outcomes of scholarly activity may be published, including in internal reports and presentations at conferences or seminars.
- 4.18 All publishing and presentations of scholarly activity must be authorised by the Head of School. Potential for publication or presentations should be identified in the initial research proposal; however, this is not to constrain opportunities for publication or presentation that may arise after initial approval for the project.

## **5. Definitions**

**Author** is an individual who has made a substantial intellectual contribution to a research output and is accountable for that research output.

**Authorship** is the act of attributing authors to their research work and recognising contributions to research.

**Breach** is a failure to meet the principles and responsibilities of the Australian Code for the Responsible Conduct of Research or the AIPM Research and Scholarship Policy or Procedures. More serious breaches may be referred to as research misconduct.

**Courseware** pertains to all materials produced in the course of, or for use in, teaching at the AIPM (for example, lecture notes and materials, handouts, study guides, course software and assessment materials) regardless of format. Personal lecture notes that are not made available to students or personal notes taken by students to assist in study are excluded from this definition, as are Scholarly Works.

**Creative works** are original works in which copyright subsists, including artistic works, literary works, dramatic works, musical works, cinematograph films, sound recordings, broadcasts, digital media works, multi-media works and related works, that are primarily intended to be artistic or entertaining in character (but excluding Scholarly Works or Courseware).

**Intellectual Property (IP)** means all statutory and other proprietary rights (including rights to require information be kept confidential), anywhere in the world, whether registered or unregistered, in respect of inventions, copyright, trademarks, designs, patents, plant breeder's rights, circuit layouts, know-how, trade secrets and all other rights as defined by Article 2 of the Convention establishing the World Intellectual Property Organisation of July 1967.

**Scholarly activities** are activities that lead to new or improved understanding or insights into a field of knowledge, or engaging with and keeping up to date with advances in the respective field.

**Scholarly Works** are works in which copyright subsists, being works and materials that are the conventional output of academic staff, and are based on the staff's scholarship, learning or research, including, but not limited to, academic publications, journal articles, presentations, papers, and books (including textbooks), and any such materials produced by staff using any and all electronic means, whether they are delivered in a copy or digital format (but not including Courseware).

**Staff** includes continuing, fixed-term, casual, visiting and affiliate staff associated with the learning, teaching and scholarly activities of the AIPM.

**Visitors** are persons visiting the AIPM for a period of time, who are not staff or students, and who may be given access to the AIPM resources for the purposes of undertaking academic study, education, research or development. Visitors may include persons with unpaid appointments made by the AIPM.

REVISION HISTORY				
Version	Endorsed By	Approved By	Approval Date	Description of changes
1.0	ELCAC	AGB	1.7.23	New document.