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Research Policy

Office of Accountability:	Vice-President (Research and Innovation)
Office of Administrative Responsibility:	Vice-President (Research and Innovation)
Approver:	Board of Governors (Board Learning, Research and Student Experience Committee)
Scope:	Compliance with this university policy extends to all Academic Staff and Colleagues and Support Staff as outlined and defined in Recruitment Policy (Appendix A and Appendix B) in addition to third party contractors, visiting speakers, professor emeriti, undergraduate and graduate students, post-doctoral fellows and to all persons who conduct research involving humans within the jurisdiction or under the auspices of the University of Alberta and to all persons who use animals for research, teaching or testing.

OVERVIEW

The University of Alberta serves the community by the dissemination of knowledge through teaching and the discovery of knowledge through research. As one of Canada’s largest research-intensive universities, the University of Alberta is committed to excellence in research based on the highest national and international standards, and to actively promoting the important role of research in teaching.

PURPOSE

The policy states the University position with regard to its research activities.

POLICY

As part of its commitment to the creation and dissemination of knowledge, the University of Alberta will foster an environment of open inquiry and academic freedom in which individuals can pursue scholarly activities. To this end, the University will

- Ensure and promote the highest standards of scholarly practice and ethical conduct.
- Ensure that human research participants are treated safely and with respect.
- Ensure that teaching and research activities involving animals are performed with full respect for animal welfare.
- Ensure that principles of stewardship are applied to **research records**, protecting the integrity of the assets.
- Support and develop research and scholarship through prudent resource management and the securing of external funding.

All research must be compatible with established University policy and procedure, and comply with the terms and conditions agreed upon with granting agencies and donors.

DEFINITIONS

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use. [▲Top]	
Research Records	<p>Research information assets supporting both research and operational needs. This includes administrative information and records produced for analytic or evidentiary purposes. Research records include those documents and records and materials captured by or for a researcher that are necessary to document, reconstruct, evaluate, and validate research results and the events and processes leading to the acquisition of those results.</p> <p>Research records may be in many forms including but not limited to laboratory notebooks, survey documents, questionnaires, interview notes, transcripts, machine-generated data or performance outputs, recruitment materials, consent forms, correspondence, other documents, computer files, audio or video recordings, photographs including negatives, slides, x-ray films, samples of compounds, and components of organisms.</p>

With regard to research involving human participants or animal use, research records usually relate to the data collected about the subjects of the research, but may also include genomic sequencing and similar genetic information about animals used in research.

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[Research Records Stewardship Guidance Procedure Appendix A: Research Records](#)

[Management and Preservation Guidelines](#) (UAPPOL)

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