



## RESEARCH INTEGRITY POLICY

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Approved by	Academic Board
Responsible Body	Academic Board
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Superseded documents	
Related documents	<i>Research Misconduct Procedure</i>
Related HE Standard	4.4.1, 4.2.1.a, 4.2.4, 5.2.
Student Lifecycle Stage/s	

### 1. PURPOSE

To ensure ACT research culture is based on the principles espoused in the *Australian Code for the Responsible Conduct of Research* and the *National Statement on Ethical Conduct in Human Research*.

### 2. DEFINITIONS

**ACT** is the Australian College of Theology Limited.

**Affiliated College** is an institution approved to offer an accredited higher education award of the ACT.

**Candidate** is a student enrolled for a course of study.

**Code for Research** is the *Australian Code for the Responsible Conduct of Research (2018)*.

**Director of Research** is the officer of the ACT who manages all research and research training through the **Graduate School of Research**.

**Graduate School of Research (GSR)** is the division of ACT which oversees research and research training, managed by the **Director of Research** and overseen by the **Research Committee**.

**HDR** stands for Higher Degree by Research.

**HDR candidate** see **Higher Degree by Research candidate**.

**Higher Degree by Research candidate** is a candidate enrolled in the MTh, DMin, ThD and PhD degrees. Also known as an **HDR candidate**.

**HREC** is the *Human Research Ethics Committee* of the ACT – the committee with responsibility for ethics review of human participant research.

**Research Committee (RC)** is the committee which oversees research and research training within the ACT through the **Graduate School of Research**.



**Research Coordinator** (also known as the **Postgraduate Coordinator**) is the academic staff member in an **affiliated college** who has responsibility for oversight of research and research training in that college. They also act as the **Research Integrity Advisor**.

**Research Integrity Advisors** assist in the promotion and fostering of responsible research conduct and provide advice to those with concerns about potential breaches of the **Code for Research**.

**Research Integrity Office (RIO)** is the unit with responsibilities that include the management of responses to potential and found breaches of the Code at an institution. This is under the direction of the **Director of Research**.

**Research misconduct** is an infraction which involves all of the following:

- a breach of the **Code for Research**
- intentionality, recklessness or gross and persistent negligence
- serious consequences, such as false information on the public record, or adverse effects on research participants, animals or the environment.

Repeated or continuing breaches may also constitute research misconduct where these have been the subject of previous counselling or specific direction.

**Researcher** is an individual who is affiliated with ACT who conducts research activities. This includes staff of ACT Ltd, staff of an ACT affiliated college, or another associated researcher undertaking research in association with ACT. It also includes ACT's HDR candidates, and includes other ACT students conducting human participant research.

**Statement on Ethical Conduct** is the *National Statement on Ethical Conduct in Human Research (2007) – Updated 2018*.

**Supervisor** is a person who supervises a research candidate enrolled in a research course of the ACT.

### 3. SCOPE

This policy applies to all ACT affiliated researchers and HDR candidates, as well as students conducting human participant research.

### 4. POLICY STATEMENT

The Australian College of Theology is committed to research which is conducted responsibly, ethically and with integrity, built on the principles articulated in the *Australian Code for the Responsible Conduct of Research* (the Code). These principles are summarised below:

- Honesty
- Rigour
- Transparency



- Fairness
- Respect
- Recognition of the rights of Aboriginal and Torres Strait Islander peoples
- Accountability
- Promotion of responsible research practices

All **researchers** affiliated with the ACT must familiarise themselves with the Code, as well as the *National Statement on Ethical Conduct in Human Research* (Statement on Ethical Conduct), if they are conducting human participant research.

**Researchers** who breach the Code or the Statement on Ethical Conduct will be dealt with in accordance with the *Research Misconduct Procedure*. Academic misconduct arising during coursework, including coursework associated with HDR candidature, will be dealt with under the *Academic Misconduct Policy*.

## 5. PRINCIPLES

### General Principles

- 5.1.1 The primary responsibility for ensuring the integrity of research lies with individual **researchers** and institutions.
- 5.1.2 In line with the principles of the Code, where permitted, the use of artificial intelligence tools (including, but not limited to, ChatGPT or similar) must be acknowledged.
- 5.1.3 HDR Candidates must have written authorisation from their principal supervisor in order to utilise artificial intelligence tools (including, but not limited to, ChatGPT or similar) for text generation, and appropriately reference as outlined above.

### ACT's responsibilities

- 5.2.1 Through its research culture, the ACT will foster responsible research conduct, encouraging and supporting it.
- 5.2.2 The ACT will do this in accordance with the responsibilities of institutions outlined in the Code.
- 5.2.3 The ACT will ensure that **researchers** have access to the Code and the related Guides, as well as the Statement on Ethical Conduct, where required.
- 5.2.4 Research Coordinators (Postgraduate Coordinators) from each affiliated college act as Research Integrity Advisors. RIAs will be trained through the Research Integrity Office and provided with a copy of the Research Integrity Advisor Guide.
- 5.2.5 Supervisors will be trained through the Graduate School of Research and provided with a copy of the Guide on Supervision.
- 5.2.5 The requirements of the Code will be included in induction training for HDR



candidates through the Graduate School of Research.

### Researcher's responsibilities

- 5.3.1 **Researchers** will uphold the principles of responsible research conduct in all aspects of their research, in accordance with the responsibilities of researchers outlined in the Code.
- 5.3.2 If **researchers** need guidance on a particular matter, they should contact a Research Coordinator (RIA), either at their own college or at another affiliated college, if they prefer. Researchers who are HDR Candidates or coursework students may also discuss the matter with their supervisor or project coordinator.

### Supervisor's responsibilities

- 5.4.1 Supervisors of HDR candidates have particular responsibilities and must act in accordance with the Guide on Supervision.

### Breaches of the Code and Research Misconduct

- 5.5.1 All allegations of breaches of the Code will be dealt with by the Research Integrity Office in accordance with the *Research Misconduct Procedure*.

## 6. RELATED LEGISLATION AND GUIDES

[Australian Code for the Responsible Conduct of Research \(2018\)](#)

[Guidance to support the Code](#)

[National Statement on Ethical Conduct in Human Research \(2007\) – Updated 2018](#)

## 7. VERSION HISTORY

Version	Approved by	Approval Date	Effective Date	Changes made
1	R&RSC	28 April 2017	28 April 2017	New document updating and reformatting previous policy
2	R&RSC	24 July 2020	24 July 2020	New template
3	Board of Directors	14 November 2022	14 November 2022	Renamed from HDR Candidate Academic Integrity Policy; scope broadened; principles linked directly to the Code
4	Academic Board	10 March 2023	10 March 2023	Introduce explicit reference to the acknowledgement of the use of artificial intelligence tools



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