Policy: Integrity in Research & Scholarship

POLICY STATEMENT

Seneca College agrees to that it is the responsibility of Seneca College to ensure that all scholarly and research activities associated with the College adhere to accepted ethical, legal and integrity standards.

Seneca College agrees to:
- promote integrity in all research and scholarship;
- investigate all possible instances of misconduct in research or scholarship, including: determining whether a breach of integrity has taken place; and imposing appropriate sanctions in accordance with its own policies.
- report its findings to appropriate persons and agencies when an allegation of misconduct has been forwarded to the College by an Agency regardless of the outcomes of the enquiry(ies); and an allegation of misconduct, made directly to the College and involving, directly or indirectly, funds from an Agency grant or award, has been upheld by the College.

The report should include information on the process that was followed, the conclusions that were reached and the actions that were taken when a breach was determined to have occurred.

If the report is unclear or the process followed by the College in conducting its investigation appears to be in any way inadequate or inconsistent with the College’s policy, the Agency may request that the Institution provide clarification or additional information.

All individuals conducting research associated with Seneca College are responsible for upholding the following principles as stated in the

a. recognizing the substantive contributions of collaborators and students; using unpublished work of other researchers and scholars only with permission and with due acknowledgement; and using archival material in accordance with the rules of the archival source;

b. obtaining the permission of the author before using new information, concepts or data originally obtained through access to confidential manuscripts or applications for funds for research or training that may have been seen as a result of processes such as peer review;

c. using scholarly and scientific rigour and integrity in obtaining, recording and analysing data, and in reporting and publishing results;

d. ensuring that authorship of published work includes all those who have materially contributed to, and share responsibility for, the contents of the publication, and only those people; and

e. revealing to sponsors, universities, colleges, funding agencies, any material conflict of interest, financial or other, that might influence their decisions on whether the individual should be asked to review manuscripts or applications, test products or be permitted to undertake work sponsored from outside sources.

Administrative Guidelines
The primary responsibility for ensuring the integrity of scholarly and research work rests with the individuals involved in these activities. Seneca faculty and staff and all other persons conducting research associated with the College are responsible for the integrity of their work and upholding the principles and responsibilities as stated in the Tri-Council Policy Statement: Integrity in Research and Scholarship. The College will provide and/or promote professional development opportunities specifically related to integrity in scholarly and research work for Seneca faculty and staff.

Allegations of failure to demonstrate integrity in research and scholarly work will be investigated by the Dean, Applied Research & Innovation in consultation with an academic integrity investigation committee.