

Policy xxxx: Administration of Applied Research and Innovation

A. PURPOSE

Applied Research and Innovation at Selkirk College provides opportunities for innovation, enhances student learning and employability, supports socio-economic development, fosters technology development and commercialization, and advances partnerships with external organizations. The purpose of this policy is to set out the authority and responsibility for Applied Research and Innovation activity at Selkirk College and to ensure administration is in accordance with Tri-Council guidelines.

B. SCOPE / LIMITS

This policy applies to all college personnel that conduct applied research and innovation projects undertaken in collaboration with external partners, and projects that make more than incidental use of college resources. This policy does not include administration of research conducted by students in academic programs. All research involving human participants is subject to and governed by federal, provincial, and local laws, and by the standards and obligations of particular disciplines under which Research Personnel must comply.

C. PRINCIPLES

- Be compliant with funder requirements, including Tri-Council guidelines.
- Advance strategic priorities through applied research and innovation.
- Be inclusive and highly collaborative.
- Demonstrate respect for and be accountable to Indigenous Peoples' scholarship, methodologies, and contributions.
- Disseminate knowledge and enable technology access.

D. DEFINITIONS

Applied Research and Innovation

Applied Research and Innovation is the development of innovative solutions to real-world challenges. It tackles practical problems by applying the latest technology and knowledge to create new products, services, and processes, and/or improving current products and practices.

Applied Research and Innovation Intern

A student enrolled in the Applied Research and Innovation training program.

Applied Research and Innovation Personnel

Any person associated with the College who conducts Applied Research and Innovation projects.

Applied Research and Innovation Partner

External partners who are participating in Applied Research and Innovation projects with the college.

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Confidentiality Agreement

An agreement used to ensure confidential information is not disclosed.

Collaborative Research

Applied Research and Innovation undertaken in partnership with research partners designed to solve real world challenges.

Collaborative Research Agreement (CRA)

Written agreements between the College and Research Partners that delineate the terms, rights and responsibilities of each party's contributions to a research project undertaken collaboratively between the College and the Applied Research and Innovation Partner.

Statement of Work

Form used to scope project deliverables, budget and payment schedule.

Fee for Service Research

Applied Research and Innovation work that does not leverage external grant funds. Project budget is 100% covered by the Applied Research and Innovation Partner.

Granting Agencies

Granting Agency is a private or public organization that provides financial support for Applied Research and Innovation projects.

Grant Application

Grant application is a proposal developed by Applied Research and Innovation Personnel that is submitted to a Granting Agency for the purpose of securing funds for a research project.

Grant Holder Delegation of Signing Authority Form

The form used to transfer grant signing authority from the Principal Investigator to the senior educational administrator who will administer the grant on behalf of the institution.

Incidental Use of College Resources

Use that does not interfere with a user's duties or responsibilities and neither interferes with another user's access to the College Resource nor creates a direct cost to the College. Incidental Use does not include use for personal financial gain or for commercial purposes.

Indigenous Peoples

Persons of Indian (more commonly referred to as First Nations), Inuit or Métis descent, regardless of where they reside and whether their names appear on an official register. Self-identification is a fundamental criterion for defining Indigenous peoples.

Indigenous Research

Research in any field or discipline that is conducted by, grounded in or engaged with First Nations, Inuit, Métis or other Indigenous nations, communities, societies or individuals, and their wisdom, cultures,

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experiences or knowledge systems, as expressed in their dynamic forms, past and present. Indigenous research can embrace the intellectual, physical, emotional and/or spiritual dimensions of knowledge in creative and interconnected relationships with people, places and the natural environment.

Institutional Submission

The grant applicant is a senior educational administrator who is delegated by the college President to create, prepare and complete grant applications with all required documentation and to manage the grant.

Intellectual Property (IP) Assignment Form

Form used to transfer Intellectual Property from the employee to the institution.

Non-Disclosure Agreement (NDA)

A contract in which one or more parties agree not to disclose private or confidential information that is shared between them while they work together.

Principal Investigator

Applied Research and Innovation personnel who have primary responsibility for a given applied research and Innovation project.

Professional Services Agreement

A service agreement used for fee for service Applied Research and Innovation projects.

Research

An undertaking intended to extend knowledge through a disciplined inquiry or systematic investigation.

Traditional Knowledge

The knowledge held by First Nations, Inuit and Métis peoples, the Indigenous peoples of Canada. Traditional knowledge is specific to place, usually transmitted orally, and rooted in the experience of multiple generations. It is determined by an Indigenous community's land, environment, region, culture and language.

E. RELATED COLLEGE POLICIES

1. 8815 Commercialization of Intellectual Property
2. 9100 Contract and Other Self-Funding Activities
3. 8701 Care and Use of Animals in Research and Teaching
4. 6000 Employee Code of Conduct and Conflict of Interest
5. 3400 Student Code of Conduct – Rights and Responsibilities
6. 8710 Integrity in Research
7. 8700 Ethical Conduct of Research Involving Humans
8. 6550 Protection of Privacy
9. 8150 Academic Freedom
10. 9000 Signing Authority

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11. 8370 Co-operative Education

Responsibility, Recommendation and Approval Dates

Executive Responsibility: Vice-President, Education

Administrative Responsibility: Director, Applied Research and Innovation

Recommended by Administrative Policy Review Committee:

Recommended/Approved by Education Council: N/A

Approved by President:

Linkage to Board Policy: EL100 Applied Research; E30 Value Statements and Commitments; E40 Strategic Directions.

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