

This policy statement forms a broad foundation for the proper conduct of all matters pertaining to research within the College's activities and functions. As such, it applies to all of its organizational elements, faculty (including all part-

As the need for collaborative research increases with the advancement of scientific technology and the diverse approach to the investigation of complex problems, the responsibility for multi-authored or collaborative studies has become increasingly important but also more difficult to define.

Any allegations of misconduct in academic research must be taken seriously. The College will attempt to ensure that those making allegations in good faith are protected from reprisals but will not tolerate allegations that are frivolous, unreasonable or without foundation.

The College will endeavor to protect the identities of both the respondent and the individual making the allegations at all stages of the process, pending the final outcome. Both the respondent and the individual making the allegations are strictly bound to protect each other's identity.

If there is an allegation of misconduct involving research performed at the College but the respondent is no longer a member of the College community, the College shall nevertheless have the right to pursue the complaint under this policy. In such circumstances, the respondent shall be given reasonable notice of the complaint and the opportunity to answer the allegations as outlined in this policy. If the respondent fails to respond or make him/herself available for the proceedings, the College shall have the right to proceed without his/her involvement.

All complainants are encouraged to pursue the possibility of informal resolution under the auspices of the Department Chair before filing a formal complaint. Where no such resolution is possible, these steps will be followed:

The initial allegation or suggestion of research misconduct may come from a variety of sources both within and without the College. In the first instance, such an allegation or suggestion should be directed to the Department Chair. Allegations must be in writing and must be signed by the person making them. Thereafter all proceedings will be limited strictly to the written allegations.

After receiving formal notification of a complaint, the Chair will provide the respondent with a copy of the complaint and inform the Dean that a complaint has been made. The respondent will be provided with adequate time to prepare a defense. Normally the respondent will furnish a written (and, if appropriate, documented) response to the allegation or suggestion within one calendar month of receiving it. The Chair may grant an extension of this deadline only upon receiving written explanation of the need for it.

If the complainant remains unsatisfied by the respondent's written answer, the complainant must inform the Chair in writing within ten working days.

Upon receiving such written notification by the complainant, the Chair will inform both complainant and respondent that an ad hoc Committee must be established. It shall be composed of the nominee of the Chair, the nominee of the respondent, and a third party chosen by the other two members of the Committee. Each party shall name his/her nominee within 5 working days of the date when the Chair indicated the need to establish the Committee.







determine whether this warrants an investigation by a newly constituted Tribunal. A decision must be communicated in writing to the appellant within 30 d