



Title	Ethical Conduct for Research Involving Humans
Policy No.	F.1.1
Approval Body	Board of Governors
Policy Sponsor	Vice President, Academic & Research
Last Revised/Replaces	April 5, 2013; April 26, 2007
Effective Date	September 27, 2017

CONTEXT AND PURPOSE

Vancouver Community College (VCC; the College) recognizes the importance of research to the educational process.

This policy establishes the principles and procedures that will guide the College in ensuring the ethical conduct of research involving humans carried out under the auspices of the College.

The College is committed to ensuring the highest level of ethical standards in research involving humans and to seeing that participants' safety, welfare, dignity, and rights are protected.

This Policy and related Procedures establish principles and procedures to guide and ensure the ethical conduct of research involving humans carried out within the jurisdiction of Vancouver Community College or under its auspices. This policy and procedures is implemented to be in compliance with *Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans (2018)*:

The College's Research Ethics Board (REB) evaluates and monitors the quality and ethical standards of college research involving humans. The REB has the authority to terminate research activity that has not been approved through the College's Ethics Review process.

SCOPE AND LIMITS

This policy applies to any research activities conducted within the jurisdiction of Vancouver Community College or under its auspices that include human participants:

- a. Inclusion of College employees and/or students either as researchers or participants.
- b. Affiliation between the College and other institutions and/or members of the public.
- c. Non-College individuals or organizations using the College name or its resources and/or conducting research on College students and/or employees.

This policy does not apply to the normal administration, evaluation, or improvement of an operation, program, service, or activity within the College. Such activities include, but are not limited to, quality assurance studies, performance reviews, or testing within normal educational requirements.

STATEMENT OF POLICY PRINCIPLES

1. The College ensures oversight of its research activities involving humans by establishing an appropriate structure within the College.
2. In carrying out its responsibilities, the College is at all times guided by the *Tri- Council Policy Statement* or future standards as may come to stand in its place. In particular the College will adopt as the College's research ethics principles the core principles contained and defined within the *Tri-Council Policy Statement*. As such, the guidelines in this policy are based on the following three core principles:
 - a. Respect for Persons
 - b. Concern for Welfare
 - c. Justice
3. The College will recognize the independence and authority delegated to the REB and may not override, without a formal appeal process, negative REB decisions reached on the grounds of ethics.
 4. The College will establish a Research Appeal Board, to hear appeals of REB decisions according to the *TCPS: Ethical Conduct for Research Involving Humans* guidelines.

DEFINITIONS

Ethics Review: Ethics Review means the processes and guidelines by which research proposals are evaluated to determine if they meet the quality and ethical principles and standards for research involving humans. The College will follow the *Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans**.

Minimal Risk: Minimal Risk means risk that is considered to be within the range normally encountered by, and acceptable to, the participant in everyday life.

Principal Researcher/Principal Investigator: Principal Researcher and Principal Investigator are considered by the College to mean the same thing and will be used interchangeably through these policy and procedures documents; Principal Researcher/Investigator refers to the person primarily responsible and accountable for a particular research project, "and is typically an employee (faculty, staff and/or administrator) at VCC."

Research: Research refers to an undertaking intended to extend knowledge through a disciplined inquiry or systematic investigation.

Risk: Risk refers to the likelihood that something harmful might occur and to the potential magnitude of the harm.

Sponsor: Sponsor refers to a VCC dean/director who assumes responsibility for research implemented by an individual or organization outside of VCC during the period of the research project.

* federal guidelines developed by Canadian Institutes of Health Research, Natural Sciences and Engineering Research Council of Canada, and Social Sciences and Humanities Research Council of Canada; *Tri-Council Policy Statement 2: Ethical Conduct for Research Involving Humans (2018)*

RELATED LEGISLATION & POLICIES

Legislation

Federal Government, *Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans (2018)*

Policies

- A.3.1 Prevention of Harassment, Discrimination, and Bullying
- A.3.3 Freedom of Information & Protection of Privacy (FOIPPA)
- A.3.6 Standards of Employee Conduct and Conflict of Interest
- D.4.3 Student Code of Conduct (Non-Educational matters)
- D.4.5 Student Educational Conduct
- F.1.2 Ethics and Integrity in Research and Scholarly Activity
- F.1.3 Conflict of Interest Related to Research

RELATED PROCEDURES

Refer to F.1.1 Ethical Conduct for Research Involving Humans Procedures

ACKNOWLEDGEMENTS

This policy is based upon the Research Ethics for Human Participants Policies of British Columbia Institute of Technology, Douglas College, Langara College, Camosun College, and George Brown College.