

## A.08 ETHICAL CONDUCT IN RESEARCH

APPROVED BY	<b>ACADEMIC BOARD</b>	VERSION	<b>2015v1</b>
REVIEW STAKEHOLDERS	▪ ACADEMIC BOARD MEMBERS	Last reviewed	2015
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PURPOSE	These guidelines are intended to ensure consistency and impartiality across the institute in matters pertaining to research and related teaching practice, as well as to provide protection for all involved.		

## 1 PURPOSE

BTI is committed to robust, just research and related teaching practices which advance the well-being of people and communities.

These guidelines apply to all research and related teaching activities involving academic staff and/or students in the role of researcher or participant.

BTI recognises that academic staff have specific expertise in their discipline and experience with assessing ethical considerations within their own professional practice as well as through their own research endeavours. These guidelines are intended to ensure consistency and impartiality across the institute in matters pertaining to research and related teaching practice, as well as to provide protection for all involved. All research and related teaching practices are subject to these guidelines and must be approved by the Research Ethics Committee before commencing.

## 2 OVERARCHING PRINCIPLE

Research conduct by BTI staff and students is guided by a commitment to justice in accordance with biblical understandings. This commitment includes a view of people within social and cultural contexts as being made *imago dei*; being unique, diverse, valued, and deserving of respect and conduct that demonstrates fairness.

This commitment to justice, in general, is expressed in ways of being that:

1. Honour the Treaty of Waitangi Principles of Partnership, Participation and Protection;
2. Respect and care for individuals, whanau and communities; and
3. Respect and care for the natural environment.

This commitment to justice will also be evident in research that:

1. Respects privacy and confidentiality;
2. Minimises conflict of interest;
3. Ensures informed and voluntary consent; and
4. Respects intellectual and cultural property ownership.

## **3 POLICY**

### **3.1 Honour the treaty of Waitangi principles of partnership, participation and protection**

Research involving any aspect of the BTI community will honour the treaty principles of partnership, participation and protection.

#### **3.1.1 Partnership**

Where appropriate researchers should work with Iwi, Hapu, whanau and Māori Communities to ensure Māori aspirations and rights are respected.

#### **3.1.2 Participation**

Where research includes participants because they are Māori, then Māori should be involved in the design, management, implementation, analysis and outcomes of the research

#### **3.1.3 Protection**

Through partnership and participation researchers will ensure that their actions serve to protect Māori individual and collective rights, te reo and tikanga, and cultural and intellectual property. (i.e. right disposition) [see te reo policy, research proposal form, ethics approval, supervision, course critique]

### **3.2 Respect and care for individuals and their groups**

Research involving any aspect of the BTI community will:

#### **3.2.1 Demonstrate respect for an individual's personal dignity and beliefs.**

This includes but is not limited to age, gender, abilities, spirituality, ethnicity, culture, sexual orientation.

#### **3.2.2 Recognise that people live in complex socio-cultural settings and demonstrate awareness of and sensitivity to those contexts.**

This includes both the researcher and their responsibility to the academic and socio-cultural community, and the participants and their connection with and responsibility to their contexts.

#### **3.2.3 Respect people's time and commitments.**

This includes realistic time and work expectations, right to withdraw from participation in research without penalty or consequence up until the commencement of data analysis, working in ways that do not waste time. No explanation of the reason for withdrawal is needed.

#### **3.2.4 Demonstrate an ethic of care in working with participants.**

This includes but is not limited to providing appropriate support such as independent counselling for possible unintended consequences of participation in research.

### **3.3 Respect and care for the natural environment**

Research involving any aspect of the BTI community will:

- a) Demonstrate stewardship of our natural environment and resources. This includes a commitment to sustainable practices and ensuring that research practices have no detrimental long term consequences for future generations.

### 3.4 Respect privacy and confidentiality

Research involving any aspect of the BTI community will:

- a) Respect the privacy and confidentiality of individuals, communities, institutions, and ethnic groups and be proactive and intentional in protecting the confidentiality of its participants and their settings.
- b) Provide assurance of confidentiality and anonymity only to the extent that these can be guaranteed. This includes but is not limited to keeping the law (e.g., the Privacy Act, <http://www.privacy.org.nz>), reducing the risk of inadvertent disclosure, managing data storage, retrieval and dissemination, ensuring diligence with recognised anonymity protocols when publishing and disseminating findings, exercising care with audio and visual recordings which may reveal the participant's identity.
- c) Obtain a Confidentiality Agreement from any person involved in transcription or translation, or any other engagement with the data.

### 3.5 Avoid conflict of interest

Research involving any aspect of the BTI community will:

- a) Ensure that where they exist power relationships are identified and areas of conflict of interest are minimised. These include such relationships as educator/student; counsellor/client; social worker/client.
- b) Consider any potential conflicts of interest when recruiting participants. This includes those who may have a close relationship with the researcher which may compromise or be perceived to compromise normal aspects of one's professional role.
- c) Declare any personal, professional or financial interests which may be perceived to present a potential conflict of interest.
- d) Ensure that any sponsorship or funding of research does not jeopardise any aspect of the research process from design to publication.
- e) Not present a conflict of interest which jeopardises, or may be perceived to jeopardise the integrity or reputation of the institution. This includes for instance supporting research which is funded and sponsored from activities which may be perceived to be at odds with the institute's foundational values and beliefs, or which may place the institution at risk of litigation and/or loss of reputation.

### 3.6 Ensure informed and voluntary consent

Research involving any aspect of the BTI community will:

- a) Recognise that potential participants have a fundamental right to be fully informed and to provide consent to participate without coercion.
- b) Ensure that participants receive and comprehend sufficient information on which to make informed decisions related to participating in the research. This includes outlining the expectations and requirements of participation, anticipated time investment, nature of the task, the provision for withdrawal without consequence, the dissemination of findings, the confidentiality, privacy and anonymity assurances, possible involvement consequences (potential benefits and risks), any compensation, etc.
- c) Ensure that the potential participants are competent to make an informed decision. In circumstances where a potential participant does not have the capacity to give informed

consent, such consent must be gained without coercion from a person or agency recognised as having the right to do so on that person's behalf.

- d) Not involve any communication or procedure which is intentionally deceptive. However, where the efficacy of research design following established methodologies requires withholding of some information (e.g., placebo, control groups) it is essential that participants be fully informed of this as part of the consent process and participate in an appropriate debriefing after the project has been completed.

## 3.7 **Respect for intellectual and cultural property ownership**

Research involving any aspect of the BTI community will:

- a) Respect the property of others including legal rights to land, goods, and intellectual (including confidential information, trademarks, patents, and design rights). This includes individual and collective property rights associated with cultural, artistic and sacred knowledge and expressions.
- b) Abide by the Copyright Act 2011 and its subsequent amendments.
- c) Not infringe legal property rights.
- d) Identify and account for any matters associated with property rights or ownership of data at the time of seeking consent and monitor these throughout the research process.
- e) Ensure that the Research Proposal for Ethics Approval includes consideration of rights and ownership consistent with BTI Intellectual Property Policy (B.10)