



**POLICY ON ETHICAL CONDUCT  
IN RESEARCH INVOLVING HUMAN PARTICIPANTS**  
#5.3

<b>CATEGORY:</b> Senate Policy	<b>APPROVAL DATE:</b> April 27, 2020
<b>EFFECTIVE DATE:</b> May 1, 2020	<b>REVIEW DATE:</b> Five years from effective date
<b>APPROVAL:</b> Senate	
<b>SPONSOR:</b> Vice-President, Research & Innovation	
<b>CONTACT:</b> Director, Office of Research & Innovation	
<b>PREVIOUS VERSIONS:</b> June 2004	

**Purpose:**

The purpose of this policy is to provide guidance to the OCADU community on the ethical conduct of research involving human subjects.

**Scope:**

This policy applies to any member of the OCAD U community engaging in research involving human participants under the auspices of OCAD University.

**Definitions:**

“Research” broadly refers to all types of research including research-creation; both funded and non-funded research; research that involves humans, biological materials, and animals.

**Policy:**

1. All members of the OCAD U community involved in research are expected to adhere to the highest standards of ethical conduct and in a manner consistent with certain fundamental principles in all aspects of their research activities:
  - Protection of academic freedom and respect for the norms of academic responsibility, as set forth in the [Policy on Integrity in Research and Scholarship](#), [OCAD University Freedom of Expression Statement and Policies](#) and [Article 5 of the Memorandum of Agreement Between Ontario College of Art & Design University And Ontario College of Art & Design Faculty Association](#);
  - Upholding the core principles stated the Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans – TCPS 2 (2018) including respect for persons, concern for welfare, and justice; and
  - Demonstrating competence in both conducting the research and safeguarding the welfare of the research subjects.
2. All members of the OCAD U community involved in research involving human

participants must comply with the Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans 2 (TCPS2).

3. The OCAD U Research Ethics Board (REB) is constituted and given authority by the OCAD U Senate. The OCAD U REB is independent in their decision making and are accountable to the highest body that established them for the process of research ethics review (TCPS2, Art. 6.1).
4. The activities and operations of the OCAD U REB are guided by the Terms of Reference and Standard Operating Procedures. The OCAD U REB shall be authorized to review and to approve or disapprove, and to state conditions for, the conduct of any research involving a human subject or subjects in accordance with the TCPS 2.
5. All research and research-creation activities involving human participants conducted under the auspices of OCAD U must receive REB approval prior to the commencement of research, unless these are specifically exempted as per the TCPS 2.
6. Instructors who assign or supervise research projects and exercises (such as, but not limited to, theses, major research projects, and course-based research) conducted by students are responsible for providing sufficient ethical oversight to ensure that the student conducts their research ethically in accordance with the TCPS2 (2018).
7. Researchers shall disclose their source of support for the research to potential participants for the purpose of transparency in obtaining consent and disclosure of potential conflicts of interest.
8. Researchers may indicate their position at OCAD U, but shall not represent that the research is sponsored by the University or a department within the University except by explicit arrangement with appropriate administrative authorities.

**Procedures:**

The President (or their designate) is authorized to issue Guidelines pursuant to this Policy relating to the ethical review and conduct of research projects involving human subjects and, from time to time, to amend those Guidelines.

The President (or their designate) shall present the Guidelines to the Senate Academic Policy & Planning Committee upon their issuance and, promptly thereafter, any amendments to those Guidelines.

Until such time as the President (or their designate) shall issue these Guidelines, the review and conduct of research projects involving human subjects shall continue according to the administrative regulations in place at the date of the adoption of this

Policy and shall be considered to be in compliance with this Policy.

OCAD University (OCAD U) acknowledges that upholding the Policy on Ethical Conduct in Research may necessitate reference to other policies and laws. OCAD U also acknowledges that upholding the Policy on Ethical Conduct in Research may necessitate reference to other OCAD U policies and collective agreements. Depending on the circumstances, aspects of research misconduct may be dealt with under such other policies in addition to or instead of the Policy on Ethical Conduct in Research. Each situation must be assessed based on its own particular facts to determine how to respond to an allegation.

**Reference laws and policies:**

[Criminal Code of Canada](#)

[Personal Health Information Protection Act \(2004\)](#)

[Freedom of Information and Protection of Privacy Act](#)

[Tri-Agency Framework: Responsible Conduct of Research](#)

[Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans 2 \(2018\)](#)

[OCAD University Freedom of Expression Statement and Policies](#)

[Memorandum of Agreement 2016-2020, OPSEU Agreements](#)

[Academic Misconduct Policy](#)

[Non-Academic Misconduct Policy](#)

Graduate Studies Human Subjects Ethics Review

Graduate Studies Academic Integrity

[Policy on Integrity in Research and Scholarship](#)

[Respectful Work & Learning Environment Policy](#)

[Information Technology \(IT\) Acceptable Use Policy](#)

[Policy on Prevention and Response to Sexual and Gender-based Violence](#)

**Non-Compliance:**

Allegations of misconduct and/or non-compliance will be taken seriously by the University following the established practices and procedures of the University will be addressed in accordance with the [Policy on Integrity in Research and Scholarship](#) and all inquiries and proceedings will be conducted expeditiously.