

# BLUE MOUNTAIN COLLEGE

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## POLICIES AND PROCEDURES

**AREA:** Academic Affairs

**NUMBER:** Policy 2.27

**SUBJECT:** Research by Faculty and Students

Although Blue Mountain College is primarily a teaching institution, research is considered a vital component in the process of education. It is expected that all research conducted at or under the auspices of the institution will be monitored carefully to assure that it is in conformity with institutional standards and is compatible with the mission of the College.

1. **Research and Laboratory Experimentation with Chemical Substances, Radioactive Materials, Microbes, Animals or Human Beings**

All such research must be carried out in accordance with current laws and standards of safety, must be humane in character and must be consistent with practices protecting health and confidentiality of personnel involved. Such activities must be carried out with the knowledge and approval of the department chair, who is responsible for determining when it will be necessary to discuss and/or seek the approval of other responsible persons or entities. If such research originates with a department chair, the Vice President for Academic Affairs must be informed of the project. Before implementation, the Research Committee must review research proposals and how the data will be evaluated and disseminated to ensure conformity to institutional standards and compatibility with the mission of the College.

Research involving animal use and/or chemicals must follow procedures which are available in the academic department in which the research originates and in the Office of Academic Affairs. If the research involves consortia or contractual agreements, Policy 5.21: Consortia Relationships and Contractual Agreements should be followed.

2. **Surveys, Questionnaires and Related Research Involving People**

In such fields as education, the social sciences, marketing, communication and the like, it may be helpful to gather data from on-campus sources as well as from the broader community. Such research must be planned and conducted with great care to avoid problems of confidentiality, the annoyance of those questioned, or the dissemination of information that could be detrimental to the institution, to people in the community, or to the relationship between the College and the community and/or its Christian mission.

3. **Approval of Instruments for Data Collection**

Any such questionnaire, survey or similar collection of information must be approved by the department chair and the Research Committee who will inform others who need to be involved. It is the responsibility of the Research Committee to determine whether the approval of other persons or offices is required.