

Policy Name: Requests for Conducting Academic Research/ Projects - BSMCON
Policy Number: ACA 1.07
Title of Policy Owner: Campus Director & Dean of Academic Affairs - BSMCON
Policy Type: RHEI/Shared Services BSMCON SCHS SOMI
Approved by: RHEI Leadership Team
Effective Date: 8/1/2024
Version: 2.1
Policy Status: Approved

I. Policy

Requests for Conducting Academic Research/Projects

II. Purpose

BSMCON supports students, faculty, staff, and professionals who wish to conduct research and other academic projects to advance their learning and to add to the bodies of knowledge and evidence-based practices for the professional disciplines within healthcare and higher education.

III. Scope

This policy includes students, faculty, staff, and professionals from BSMCON and other institutions of higher education (IHE) who wish to conduct research projects at BSMCON.

IV. Definitions

Researcher: Students, faculty, staff, and professionals from BSMCON and other IHEs who wish to conduct research projects at BSMCON.

V. Policy Details

It is the policy of BSMCON that research and other academic projects meet the following criteria:

- Is appropriate for this College scope and setting
- Aligns with the values of the College and Bon Secours Mercy Health
- Can be conducted within the proposed timeframe and available resources
- Is not disruptive to College operations or student learning
- Protects the rights and privacy of participants, data, and College associates

Internal Research Requests

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Original Date:	10/19/2015	Last Reviewed Date:	4/17/2024
Last Modified Date:	4/17/2024		

Research proposals require the approval of the Scholarship Committee, and approval from the Bon Secours Mercy Health IRB. The process for submitting requests for research/projects is available in the Scholarship chapter of the Associate Handbook.

External Research Requests

External entities/individuals that wish to solicit BSMCON students, faculty, or staff as research participants must provide the following:

- Purpose of research study
- Overview of proposed BSMCON involvement
- Participant consent document
- Participant recruitment letter/email
- Study survey or tools disseminated to BSMCON study participants
- IRB approval or exemption letter
- Any other documents as requested

Requests will be reviewed by the Scholarship Committee. BSMCON will distribute the recruitment invitation to the appropriate potential participants in a study if approved.

VI. Attachments

Scholarship Chapter of the Associate Handbook

VII. Related Policies

None

VIII. Disclaimers

Nothing in this policy creates a contractual relationship between Bon Secours Memorial College of Nursing (BSMCON) and any party. BSMCON, in its sole discretions, reserves the right to amend, terminate or discontinue this policy at any time, with or without advance notice.

IX. Version Control

Version	Date	Description	Prepared by
1.0	10/19/2015	Original Policy	Dean of Academic Affairs
1.1	7/223/2020	New Template	P. Roberson
2.0	2/24/2021	Approved by AC	Dean of Academic Affairs

2.1	4/17/2024	Revisions	CDDAA