



POLICY: Applied Research Policy Definitions		POLICY NUMBER: R-6
		PREVIOUS/REPLACES: New
APPROVED BY: Executive Council	EFFECTIVE DATE AS OF: December 5, 2018	PRIOR VERSIONS: New

Applied Research means the systematic investigation undertaken to meet a desired outcome and that will result in new or improved knowledge, products, processes, services or methods that can be implemented or commercialized.

Allegation means information provided to the Institute regarding any actual, potential or perceived instance of misconduct in the conduct of research or scholarly activities.

Assignment means to transfer the ownership of intangible intellectual property assets from one person or party to another person or party.

Client means an internal or external person or party that conducts business with the Institute in exchange for making financial payments and/or in-kind contributions to the Institute. Internal clients are persons employed by, students at or departments of MITT. External clients are any person not employed by MITT or other organization or enterprise not legally associated with MITT.

Complainant means a person who makes an allegation of misconduct in the conduct of research.

Confidentiality Agreements, also known as Non-Disclosure Agreements, are developed between two or more parties to protect the IP of all parties and to bind each party to not disclose any IP shared or created publicly or to any unauthorized person or party, subject to the terms and conditions of the agreement.

Contract Research means research collaborations with internal or external clients and partners that are delivered outside of academic programs. Researchers are paid or, in the case of faculty, may be given course release, to participate in the projects. Research Volunteers may also participate in these collaborations.

Contributions are the financial payments or in-kind support received from clients and partners in the execution of Research Projects.

Copyright means the right to produce, reproduce, and copy works. Only the copyright owner (or their agent) has the right to decide when and how the work is to be copied. Copyright protection is automatic once the work is created and applies whether or not a copyright statement appears on the material. (from Copyright Policy)

Creator means a person who uses their intellect to create Intellectual Property.



Curriculum-Based Applied Research mean research projects conducted with internal or external clients and partners that are delivered within academic programs. They provide students with Work-Integrated Learning opportunities based on applied research projects for which they receive academic credit.

Exploit means to implement and/or commercialize the IP created.

General Research Fund is a special trust account opened under the authority of the MITT President into which unspent funds from expired or terminated grants from NSERC and SSHRC are transferred only with the authorization of the relevant Council. The funds can be used for eligible expenses associated with the direct costs of research in accordance with the guidelines for NSERC and SSHRC.

Grant means funds received through the approval of a Grant Proposal.

Grant Proposal means an application for funding support developed by the Institute, often in collaboration with clients and partners, and submitted to a party that provides funding for research. The party may be a government agency, granting council, foundation or any other organization that supports research in academic institutions through the disbursement of funds. The application may be submitted for capital, equipment, operational or administrative expenses.

Grantor means a person or party that disburses grants in support of research activities and includes granting agencies, governments, foundations and donors.

Impractical means incapable of being put into practice due to a degree of onerousness or hardship that jeopardizes the conduct of the research and is not mere inconvenience.

Innovation means the implementation of new or existing knowledge resulting in a new or improved product, process, service, method or structure.

Intellectual Property means any form of expression or knowledge created by one's intellect including inventions, literary and artistic works, musical works, computer software, patents, designs, symbols, names, and trademarks.

License means that the owner of IP gives contractual permission to another person or entity to use or exploit that IP in an agreed upon manner, while still retaining ownership of the IP, and the permission so granted. The contract signed between two parties to effect the permission is the **License Agreement**.

Moral rights means the right of a creator of copyrighted work to not have the work changed or associated with causes or entities that may be prejudicial to the creator's honour or reputation.

Partner means an external person or party who collaborates with the Institute on mutually beneficial activities. A partner may be a Client or another person or party that collaborates with but does not make financial payments to the Institution for services rendered. Partners may include industry, academia, government, not-for-profit organizations and community enterprises.

Research means the full spectrum of activities related to the discovery, application and dissemination of knowledge. It includes basic and applied research in all domains along with all scholarly activities.



Research Contract means a legally binding agreement between the Institute and a third-party person or party, that is the "Client", that outlines the research to be undertaken; the desired deliverables; the rights, responsibilities and contributions of the various parties; and the terms and conditions under which the research will be undertaken. A Research Contract may consist of one or more Research Projects and includes Contract Research and Curriculum-Based Applied Research.

Research Project means an initiative between the Institute and one or more internal or external clients or partners that is based on a defined set of deliverables to be delivered within a set timeframe. It includes Contract Research projects and Curriculum-Based Applied Research projects.

Research Volunteer means a member of the Institute (student, faculty, support staff, administrator) who participates in a Research Project and is not remunerated nor given academic credit for their participation.

Researcher means any MITT employee, student or volunteer who conducts research in a Research Project sanctioned by the Institute.

Respondent means a person against whom an allegation of misconduct in the conduct of research is made.

Scholarly Activities means the activities that may be executed by Instructors and researchers at MITT, including:

1. Course and curriculum development, instructional design, and the creation of technological materials,
2. Participation in research on the Scholarship of Teaching and Learning,
3. Participation in independent research or applied research with internal and external clients,
4. Writing, editing and contributing to books and monographs,
5. The publication of papers in refereed and trade journals and presentations delivered at professional conferences,
6. Participation in panels,
7. Editorial and refereeing duties,
8. Creative works and performances,
9. Any other research or activities that the Institute or the academic community considers to fall in this category.

Tri-Agency refers to the three federal granting agencies of the Natural Sciences and Engineering Research Council (NSERC), the Social Sciences and Humanities Research Council (SSHRC) and the Canadian Institutes of Health Research (CIHR).

Work(s) means an original creative, artistic or intellectual form or design created by a creator and expressed as a literature, art, music, software code, broadcasts, dance, movies, sound recordings and related materials.