FOAR301

Special Interest Unit 1

S1 External 2014

Arts Administration

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General Information

Unit convenor and teaching staff
Trudy Ambler
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Contact via trudy.ambler@mq.edu.au
W6A136
By Appointment

Credit points
1

Prerequisites
45cp and permission of Executive Dean of Faculty

Corequisites

Co-badged status

Unit description
Among the contexts for research in Australia is a federal policy designed to ensure that the human participants in research are treated ethically. The Australian National Statement on Ethical Conduct in Human Research (2009) establishes criteria for most types of research that involve human participants and it requires that researchers adhere to these criteria. When researchers are planning studies covered by this policy they must design their projects in ways that conform to its requirements. This unit aims to provide students with an introduction to ethics as an important part of research in the Arts.

Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at https://www.mq.edu.au/study/calendar-of-dates

Learning Outcomes

On successful completion of this unit, you will be able to:

Describe some historical issues in the responsible conduct of research involving humans, and their importance for current research conduct.

Examine the key values and principles informing the Australian National Statement on Ethical Conduct in Human Research (2009).

Identify and understand the Australian Institute of Aboriginal and Torres Strait Islander Studies Guidelines for Ethical Research in Indigenous Studies.

Participate in online discussions and activities, to compare ideas, build on others' ideas, provide and justify other points of view, and reach conclusions that take account of aspects of an issue.

Create a range of texts, such as leaflets, blogs, PowerPoint slides and reflective narrative to communicate information using the appropriate grammar, spelling, punctuation, syntax and referencing.

Develop an understanding of what it might mean to be an ethically informed citizen.

Assessment Tasks

Name	Weighting	Due
Online Quiz	20%	31st March 2014
Ethics Leaflet	50%	23rd May
Discussion and Activities	30%	20th June 2014

Online Quiz

Due: **31st March 2014**
Weighting: **20%**

Complete an online quiz about the Australian National Statement on Ethical Conduct in Human Research.

On successful completion you will be able to:

- Describe some historical issues in the responsible conduct of research involving humans, and their importance for current research conduct.
- Examine the key values and principles informing the Australian National Statement on Ethical Conduct in Human Research (2009).
- Identify and understand the Australian Institute of Aboriginal and Torres Strait Islander Studies Guidelines for Ethical Research in Indigenous Studies.
- Develop an understanding of what it might mean to be an ethically informed citizen.

Ethics Leaflet

Due: **23rd May**
Weighting: **50%**

Research, design and produce a leaflet that explains to other University students the key ethical values that inform research involving humans. Share your leaflet with a fellow student and reflect on the feedback that you receive about the effectiveness of your leaflet. See the information in iLearn for more details about the requirements for this assignment.

This task will be assessed by the following criteria: content, structure, design, writing style, referencing and reflection. A detailed rubric for this task will be supplied in the Assessment section in iLearn.

On successful completion you will be able to:

- Examine the key values and principles informing the Australian National Statement on Ethical Conduct in Human Research (2009).
- Create a range of texts, such as leaflets, blogs, PowerPoint slides and reflective narrative to communicate information using the appropriate grammar, spelling, punctuation, syntax and referencing.
- Develop an understanding of what it might mean to be an ethically informed citizen.

Discussion and Activities

Due: **20th June 2014**
Weighting: **30%**

Contribute to the ongoing online discussions, blogs and activities throughout the unit. All online discussions and activities should be completed by the due date.

This task will be assessed according to the following criteria: quantity and quality of initial as well as follow-up postings (incl. use of references to support views, clarity and style, interaction with others). A detailed rubric for this task will be supplied in the Assessment section in iLearn.

On successful completion you will be able to:

- Describe some historical issues in the responsible conduct of research involving humans, and their importance for current research conduct.
- Examine the key values and principles informing the Australian National Statement on Ethical Conduct in Human Research (2009).
- Identify and understand the Australian Institute of Aboriginal and Torres Strait Islander Studies Guidelines for Ethical Research in Indigenous Studies.
- Participate in online discussions and activities, to compare ideas, build on others' ideas, provide and justify other points of view, and reach conclusions that take account of aspects of an issue.
- Create a range of texts, such as leaflets, blogs, PowerPoint slides and reflective narrative to communicate information using the appropriate grammar, spelling, punctuation, syntax and referencing.
- Develop an understanding of what it might mean to be an ethically informed citizen.

Delivery and Resources

Unit Requirements

During the unit students will be required to:

- Submit the required assessment tasks in a timely manner.
- Complete all the required readings for the unit.
- Contribute to online discussions and activities.

Online Participation Guidelines

A significant part of your online learning experience involves learning *with* and *from* other students and the teacher in the online discussions and activities. Active participation means sharing information and resources, posting your own ideas, and critiquing or expanding on the ideas of others in a respectful and collegial fashion. You are expected to follow accepted standards of English spelling, grammar and punctuation, when you are participating in web discussions or sending emails. These discussions are for you to exchange your reflections with your classmates and teacher about what you are learning. The discussions will be organised into forums around the particular themes you are studying.

As an online student, you will be taking a proactive approach to your learning. As the Unit Convenor's role is that of a learning guide, your role is that of the leader in your own learning. You will be managing your own time so that you can complete the readings, activities and assignments for the unit.

Submission of Assignment

All work is to be submitted via the Turnitin function inside the ilearn site.

Return of marked work

Marked work will be returned to students electronically via ilearn.

Electronic Submissions

Information about how to submit work online can be accessed through the ilearn unit.

Examinations

Important: There are no examinations in this unit.

Extensions

Please email the unit convenor if you find yourself unable to meet the submission dates for assessments.

Technology

Online units can be accessed at: https://ilearn.mq.edu.au/login/MQ/

1. For technical support with passwords or to check if the Learning Management System (LMS) is down, go to http://informatics.mq.edu.au/help/

2. To complete this fully online unit you require internet connection and access to a computer (mobile technology such as iphones and ipads are not sufficient for those studying this unit).

2. For Learning & Teaching issues e.g. how to access your online materials such as readings, i-lecture, please contact your unit tutor.

3. For basic training in how to use the LMS, please go to http://mq.edu.au/iLearn/student_info/index.htm

Academic Honesty Policy

Academic honesty is an integral part of the core values and principles contained in the Macquarie University Ethics Statement (http://www.mq.edu.au/ethics/ethic-statement-final.html). Its fundamental principle is that all staff and students act with integrity in the creation, development, application and use of ideas and information. This means that:

- All academic work claimed as original is the work of the author making the claim.
- All academic collaborations are acknowledged.
- Academic work is not falsified in any way
- When the ideas of others are used, these ideas are acknowledged appropriately.

The link below has more details about the policy, procedure and schedule of penalties that will apply to breaches of the Academic Honesty policy.

http://www.mq.edu.au/policy/docs/academic_honesty/policy.html

University Grading Policy

http://www.mq.edu.au/policy/docs/grading/policy.html

The grade a student receives will signify their overall performance in meeting the learning outcomes of a unit of study. Grades will not be awarded by reference to the achievement of other students nor allocated to fit a predetermined distribution. In determining a grade, due weight will be given to the learning outcomes and level of a unit (ie 100, 200, 300, 800 etc). Graded units will use the following grades:

HD	High Distinction	85-100
D	Distinction	75-84
Cr	Credit	65-74
P	Pass	50-64
F	Fail	0-49

REQUIRED READING

Australian Institute of Aboriginal and Torres Strait Islander Studies (2009). *Guidelines for Ethical Research in Indigenous Studies.* Accessed: Tuesday, December 14, 2010 http://www.aiatsis.gov.au/research/ethical.html

Davis, M. (1997). *Indigenous Peoples and Intellectual Property Rights*. Parliament of Australia,

Parliamentary Library, Research Paper, 20.

Nancy K. Freeman (1999): Morals and Character: The Foundations of Ethics and Professionalism, The Educational Forum, 63:1, 30-36

National Health and Medical Research Council (2009). *National Statement on Ethical Conduct in Human Research.* Accessed: Tuesday, December 14, 2010

http://www.nhmrc.gov.au/_files_nhmrc/publications/attachments/e72_0.pdf

National Health & Medical Research Council (2001).*Intellectual Property Management For Health and Medical Research.* Accessed: Tuesday, December 14, 2010NHMRC Interim Guidelines for Intellectual Property Management for Health and Medical Research (PDF, 96KB)

Research Ethics in Australia (Research Involving Human Participants V2) Online Ethics Centre for Engineering 6/14/2006 National Academy of Engineering Accessed: Tuesday February 14, 2012 http://www.onlineethics.org/Topics/RespResearch/ResResources/nbacindex/nbachindex/hchalmers.aspx

Robert, V., Carlson, Kenneth, M., Boyd, and David, J., Webb (2004). The revision of the Declaration of Helsinki: past, present and future. *Br J Clin Pharmacol, June; 57(6), 695-713.*

Trials of War Criminals before the Nuremberg Military Tribunals under Control Council Law No. 10, Vol. 2, pp. 181-182. Washington, D.C.: U.S. Government Printing Office, 1949. Accessed: Tuesday, December 14, 2010

http://ohsr.od.nih.gov/guidelines/nuremberg.html

RECOMMENDED READING

Adams, J., S., Armen, T. & Shore, T., H. (2001). Codes of Ethics as Signals for Ethical Behavior. Journal of Business Ethics, 29 (3), 199-211.

Brody, B., A. (2009). Special Section: Expanding the Boundaries of Bioethics. Research Ethics: International Perspectives. *Cambridge Quarterly of Healthcare Ethics*, 6(4), 376-384.

Fritzsche, D., J. & Oz, E. (2007). Personal Values - Influence on the Ethical Dimension of Decision Making. *Journal of Business Ethics,* 75, 335–343.

Guillemin, Marilys, Heggen, Kristin (2009). Rapport and Respect: Negotiating Ethical Relations between Researcher and Participant. *A European Journal*, 12(3), 291-299.

Lehavot, K. (2009). “My Space” or Yours? The Ethical Dilemma of Graduate Students’ Personal Lives on the Internet. *Ethics and Behaviour, 19*(2), 129–14.1

Unit Schedule

This unit of study consists of a series of seven modules (some of which are sub-divided into smaller sections). Each module is developed to provide the resources, knowledge, and information – including historical background and critical terminology – that you’ll need to know in order to demonstrate a reasonable degree of understanding related to the ethical issues underpinning research in Australia. It is assumed that no student in the course will have had much experience studying ethics in the context of research.

Overall, the total time you are expected to devote to your coursework for this unit is 39 hours. If for some reason you find yourself falling behind or unable to complete an assignment on schedule you should ***immediately*** notify the Unit Convenor.

Module 1	Introducing Ethics
Module	The ethical principles underpinning the *Australian National Statement on Ethical Conduct in Human Research.*
Module 3	The historical context for ethics and the ethical review of human research in Australia**.**
Module 4	Values and Principles of Ethical Research in Action – Section 1 • Research merit and integrity • Justice • Beneficence • Respect
Module 5	Values and Ethical Research Principles in Action – Section 2 • Conflict of Interests • Intellectual Property • Privacy
Module 6	Ethical considerations for research involving particular categories of human participants.
Module 7	Guidelines for Ethical Research in Australian Indigenous Studies

Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central. Students should be aware of the following policies in particular with regard to Learning and Teaching:

Academic Honesty Policy http://mq.edu.au/policy/docs/academic_honesty/policy.html

Assessment Policy http://mq.edu.au/policy/docs/assessment/policy.html

Grading Policy http://mq.edu.au/policy/docs/grading/policy.html

Grade Appeal Policy http://mq.edu.au/policy/docs/gradeappeal/policy.html

Grievance Management Policy http://mq.edu.au/policy/docs/grievance_management/policy.html

Disruption to Studies Policy http://www.mq.edu.au/policy/docs/disruption_studies/policy.html *The Disruption to Studies Policy is effective from March 3 2014 and replaces the Special Consideration Policy.*

In addition, a number of other policies can be found in the Learning and Teaching Category of Policy Central.

Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/support/student_conduct/

Student Support

Macquarie University provides a range of support services for students. For details, visit http://students.mq.edu.au/support/

Learning Skills

Learning Skills (mq.edu.au/learningskills) provides academic writing resources and study strategies to improve your marks and take control of your study.

- Workshops
- StudyWise
- Academic Integrity Module for Students
- Ask a Learning Adviser

Student Services and Support

Students with a disability are encouraged to contact the Disability Service who can provide appropriate help with any issues that arise during their studies.

Student Enquiries

For all student enquiries, visit Student Connect at ask.mq.edu.au

IT Help

For help with University computer systems and technology, visit http://informatics.mq.edu.au/help/.

When using the University's IT, you must adhere to the Acceptable Use Policy. The policy applies to all who connect to the MQ network including students.