

SCHOLARLY ACTIVITY POLICY			
Effective Date	October 28, 2021	Policy Type	Academic
Responsibility	Provost and Vice-President Academic	Cross-Reference	<ul style="list-style-type: none"> <li>Academic Staff Association/Board of Governors Collective Agreement</li> <li>Campus Alberta Quality Council (CAQC) Handbook</li> <li>Program Review Policy</li> <li>Canadian Degree Qualifications Framework (CDQF)</li> </ul>
Approver	Board of Governors	Appendices	n/a
Review Schedule	Maximum of every 5 years		

## 1. Policy Statement

- 1.1. To maintain degree-granting status, NWP recognizes that scholarly activity must be a component of degree quality as explicitly stated in the Canadian Degree Qualification Framework (CDQF), which is based on international standards for the recognition of degrees, and the Campus Alberta Quality Council (CAQC) handbook.

## 2. Background

- 2.1. Scholarly activity is a requirement for all NWP degree programs.
- 2.2. Scholarly activity is encouraged across all programs.

## 3. Policy Objective

- 3.1. To ensure standards, expectations, and requirements of scholarly activity for NWP degree programs offered to students maintain credibility, quality, and portability within the Alberta Advanced Education System.

## 4. Scope

- 4.1. This policy applies to NWP faculty members instructing in an approved degree program.

## 5. Definitions

- 5.1. **"Peer Review"** The evaluation of scholarly work by independent experts in the same field.
- 5.2. **"Scholarly Activity"** is a multi-faceted activity involving the creation, integration and dissemination of knowledge in forms that are open to peer review. Scholarly activity may take a variety of forms as indicated in the CAQC Handbook:
  - 5.2.1 Independent or collaborative research (i.e. basic, applied, educational, policy, quantitative, qualitative, or other in nature)

- 5.2.2 Scholarship of teaching and learning which is disseminated in some form, such as through presentation or publication
- 5.2.3 Knowledge translation and reformulation for new applications
- 5.2.4 Composition, creative activity, and performance
- 5.2.5 Publication
- 5.2.6 Presentation at scholarly conferences or expert groups
- 5.2.7 Applied scholarship through problem-solving practices, innovation, product development (tools, handbooks, manuals, software, etc).
- 5.2.8 Technology development, patents, technology transfer and commercialization
- 5.2.9 Developing standards, guidelines, and best practices

## 6. Guiding Principles

- 6.1. Scholarly activity is an institutional, program, and faculty responsibility within NWP degree programs.
- 6.2. Scholarly activity is different than professional development (i.e. maintaining currency within the discipline, keeping up with technology), teaching responsibilities (i.e., course development, curriculum development, supervising student projects), and academic service (i.e., review committee work, professional organizational leadership).
- 6.3. Faculty teaching in NWP credentialed degree programs will engage in appropriate forms of scholarly activity as required by the CAQC.
  - 6.3.1. Faculty teaching in University Transfer or Collaborative Degree programs will engage in appropriate forms of scholarly activity as required by the degree-granting institution.
- 6.4. The Provost and Vice-President Academic will provide various mechanisms to support scholarly activity.
- 6.5. Scholarly activity is documented as part of NWP's program review/quality assurance process.
  - 6.5.1. To support the reporting requirements of CAQC, NWP faculty, whose teaching assignments relate to NWP credentialed degree programs will formally report on their scholarly activity on an annual basis to the corresponding Dean.

## 7. Roles and Responsibilities

Stakeholder	Responsibilities
Board of Governors	<ul style="list-style-type: none"> <li>• Approve and formally support this policy.</li> </ul>
Academic Council	<ul style="list-style-type: none"> <li>• Recommend and formally support this policy.</li> </ul>
Provost and Vice-President Academic	<ul style="list-style-type: none"> <li>• Review and formally support this policy.</li> <li>• Support scholarly activities.</li> <li>• Promote scholarly activity across the institution.</li> <li>• Provide reports to CAQC as required.</li> </ul>

Research Office	<ul style="list-style-type: none"> <li>• Review and formally support this policy.</li> <li>• Facilitate scholarly activities.</li> <li>• Promote scholarly activity across the institution.</li> <li>• Provide scholarly activity reports as required</li> </ul>
Dean	<ul style="list-style-type: none"> <li>• Review and formally support this policy.</li> <li>• Track scholarly activities in NWP degree programs for Program Review and CAQC reporting requirements.</li> <li>• Support scholarly activities.</li> <li>• Evaluate faculty members' scholarly activities as per the Collective Agreement.</li> </ul>
NWP Degree Program Faculty	<p>NWP Degree Program Faculty:</p> <ul style="list-style-type: none"> <li>• Review, support, and adopt this policy into their yearly activities.</li> <li>• Track individual scholarly activities for Program Review and CAQC reporting requirements.</li> <li>• Provide individual scholarly activities for faculty evaluations as per the Collective Agreement.</li> </ul>
University Transfer or Collaborative Degree Faculty	<ul style="list-style-type: none"> <li>• Track individual scholarly activities for Program Review and applicable University Transfer or Collaborative Degree requirements.</li> </ul>

8. Exceptions to the Policy

8.1. Exceptions to this policy may be granted by the Provost and Vice-President Academic.

9. Inquiries

9.1. Inquiries on this policy can be directed to the Provost and Vice-President Academic.

10. Amendments (Revision History)

10.1. Created and Recommended by Academic Council: October 14, 2021

10.2. Approved by the Board of Governors October 28, 2021

10.3. Revised and recommended by Academic Council: May 11, 2023

10.4. Approved by the Board of Governors: June 1, 2023