

---

Policy: **Student Involvement in Research**

Code: **04RS03**

Reviewed/ Revised: **17/02/2022**

Date of Next Review: **February 2024**

Policy Owner: **Director of Research and Innovation**

Target audience **Faculty, Students**

---

#### **PURPOSE:**

This policy is established to define the involvement of students in research and scholarly activities conducted at the Emirates Academy of Hospitality Management (EAHM).

#### **SCOPE:**

This policy is developed for faculty and students. The policy should also be used as guidelines for students to develop research, in conjunction with the information provided in the *Involvement of Students in Research Policy*, the *Student Handbook*, and the *Dissertation Supervision and Examination Policy*.

#### **POLICY STATEMENT:**

This policy provides guidelines on the involvement of students in research activities at the EAHM. This policy relates to any academic and research related publication of any form that identifies EAHM or a member of EAHM as the author.

#### **RESPONSIBILITY:**

The policy is implemented by faculty supervising students. It is monitored and updated by the Director of Research and Innovation.

#### **IMPLEMENTATION OF THE POLICY:**

Students are engaged in research and scholarly activities as part of the dissertation and other research projects. Research activities play a significant role in research-related courses and faculty are expected to engage students in meaningful research. The involvement of students in research is encouraged and should reflect the research strategies currently in place. For that matter, supervisors and Research Committee should introduce the Research Strategies developed by the institution as a governing reference in their identification of a research project.

The selection of research projects undertaken by students is defined by the research strategy of the EAHM. The Research Committee will ensure that supervisors for dissertation and consultancy projects are appointed in accordance with the scope of the research and the field of expertise.

Joint publications by a student and Faculty member must be shown as joint publications where both authors' names are listed in in the order of the magnitude of contribution. In the case of supervised dissertations, being reworked into research publications, the student should always be the first author. Where the publication is derived solely from the student's own work, they may publish it under their own name, but they should acknowledge the supervision they have received. Student publications with sole authorship (or co-authored with non EAHM

staff) that identify the student's affiliation with EAHM must be approved before submission. Normally this approval will be granted by the student's research supervisor.

If the publication is derived from non-supervised research the faculty member in charge must approve the material as suitable for publication. In the event of non-identified faculty accountable for the research, the Dean or the Associate Dean will grant the approval.

Should a student feel that they have the right to publish their work despite not gaining approval, they have the right to appeal this decision. The Dean and Director of Research and Innovation will review the publication and discuss the implications of the publications with relevant experts (possibly from another University or with a member of the Commission for Academic Accreditation). Their decision will be final.

**ASSOCIATED DOCUMENTS:**

- Faculty and Staff Handbook
- Policy 01SL03 Terms of Reference of Standing Committees.
- Policy 03EP09 Dissertation Supervision and Examination Policy
- Policy 04RS03 Students Involvement in Research

**MENTIONS:**

- Catalogue
- Student Handbook
- Course syllabi: Dissertation

**DATE OF NEXT REVIEW:**

This document should be reviewed by **February 2024**.

## POLICY APPROVALS RECORD

Policy Name: **Student Involvement in Research**

Policy Code: **04RS03**

Formerly: **EA/STU/012**

Date of first approval: **17/02/2022**

<b>Reviewed/ Updated</b>	<b>Details of Amendment</b>
05/2013	
31/07/2014	
31/07/2015	
31/07/2016	
05/08/2018	
25/02/2020	
17/02/2022	<ul style="list-style-type: none"> <li>- Merge of the Student Publication Policy to the new Student Involvement in Research policy which covers a wider scope.</li> </ul>