

 <p><b>BRANDON UNIVERSITY</b> Founded 1899</p>	<p><b>Rural Development Institute (RDI) Research Affiliate Designation Policy</b></p>	<p><i>Approved by</i>     <i>Board of Governors</i></p> <p><i>Administered by</i>     <i>Director of RDI and Vice-President (Academic &amp; Research)</i></p>
<p><b><i>Board of Governors Policy</i></b></p>	<p><b><i>First Approved:</i></b> <i>November 27, 2003</i></p>	<p><b><i>Updated:</i></b> <i>November 17, 2008</i></p>

**Background:**

RDI’s research, development and outreach activities are conducted by individuals and teams of researchers from a variety of academic disciplines or by practitioners with skills and experience in project management, group facilitation, research design, data analysis and specific topic domain expertise. These individuals have ties to the Rural Development Institute as a result of their interest in rural development. These ties are essential for carrying out the work of the Institute as well as promoting the nature of RDI’s inter- and multi-disciplinary approach across subject areas and with the cooperation of partners in the community.

The term ‘Research Affiliate’ may be used as a designation for selected individuals who actively contribute to the ongoing development of the Rural Development Institute.

Research Affiliates may hold an affiliation as a faculty member at Brandon University or other universities. They also may come from community organizations, the private sector, and government or non-government agencies.

**Type of Appointment/Designation:**

As is consistent with Brandon University’s existing policy on Adjunct Professor, the designation “Research Affiliate” does not confer special status within the University nor assign any particular rights or privileges. The designation is not affiliated in any way to Brandon University collective agreements.

**Method of Appointment:**

Interested researchers or practitioners are required to submit an application form (see attached), curriculum vitae and a short biographical statement suitable for public dissemination to the Director of the Rural Development Institute. The Director of RDI reviews all applications and presents candidates for consideration to a selection committee.

### **Criteria for Appointment:**

The criteria for designation as a RDI Research Affiliate normally include:

- A PhD, or Masters degree, or equivalent; and
- Hold a Faculty or professional position at a recognized university or college; or,
- A combination of relevant professional designation(s), professional experience, and active involvement in ongoing RDI activities.

### **Term of Appointment:**

The designation of RDI Research Affiliate is granted for a term up to three years (renewable).

### **Rights and Responsibilities:**

It is anticipated that RDI Research Affiliates will be actively involved as:

- principal research investigators or co-investigators on research funding requests, or
- collaborators or senior researchers on designated RDI research projects, or
- project planners and developers of institute activities, or;
- managing editors or coordinators of institute programs.

The rights and responsibilities of an RDI research Affiliate include:

- The Research Affiliate may use the title “RDI Research Affiliate at Brandon University.”
- Research Affiliates are required to adhere to all applicable Brandon University policies and regulations
- Research Affiliates are responsible for maintaining a high level of research productivity and professional integrity during their appointment.
- Research Affiliates are responsible for maintaining active involvement within the Institute as appropriate with their appointment .
- RDI Research Affiliates are not, by virtue of this designation alone, eligible to apply to the University Research Committee for research support.
- Designation as a RDI Research Affiliate does not hold or confer any professional or academic recognitions or privileges as outlined in any Brandon University collective agreement.
- RDI Research Affiliates carry out their work with the same academic freedom as faculty members

### **Financial:**

There is no remuneration directly affiliated with the designation RDI Research Affiliate.

Expenses incurred while performing work on behalf of the RDI shall be reimbursed in accordance with Brandon University policy. Expenses shall receive prior approval by the Director of RDI. These expenses shall be the responsibility of RDI.

### **Guidelines for Applications:**

Interested researchers or practitioners are asked to complete an application form (see attached), provide a curriculum vitae and a short biographical statement for public dissemination and submit these to the Director of the RDI. The Director of RDI reviews and presents candidates for consideration to a selection committee comprised of the Chair of the RDI Advisory Committee, a member from the RDI Advisory Committee and Brandon University's Vice-President (Academic & Research). Where the Vice-President (Academic and Research) serves as the Chair of the RDI Advisory Committee, the selection committee shall be comprised of two members of the RDI Advisory Committee and the Vice-President (Academic and Research). The decision of the committee is final.

### **Guidelines for the Recommendation of Reappointment of Research Affiliate:**

If the Director of RDI wishes to recommend the reappointment of a Research Affiliate, the Director shall submit his/her recommendation through the chair of the RDI Advisory Committee, to the Research Affiliate Adjudication Committee along with a clear statement of the contributions made by the nominee in his/her previous appointment. Such recommendation for reappointment will be considered and acted upon by the committee. The decision of the committee is final.

### **Suspension:**

Where the RDI Research Affiliate fails to fulfill the responsibilities Affiliated with the designation the Director shall recommend the suspension of the Affiliate. The Director shall submit his/her recommendation of suspension through the chair of the RDI Advisory Committee, to the Research Affiliate Adjudication Committee along with a clear statement of supporting the same. Such recommendation for suspension will be considered and acted upon by the committee. The decision of the committee is final.

**Rural Development Institute  
Research Affiliate  
Application Form**

This personal information is being collected under the authority of the Brandon University Act. The information will be used solely by the Rural Development Institute to identify individuals wishing to be acknowledged as an RDI Research Affiliate. The information is protected by the Protection and Privacy provisions of The Freedom of Information and Protection of Privacy Act. If you have any questions about the collection, contact the Director, Rural Development Institute, Brandon University, Brandon, MB, R7A 6A9.

**Please complete the following form and provide:**

1. a current curriculum vitae which can be shared with research and project stakeholders; and,
2. a short biographical statement for public dissemination.

**A. Personal Information**

<b>First and Last Name</b>	
<b>Salutation</b>	
<b>Title (if appropriate)</b>	
<b>Postal Address</b>	
<b>Phone</b>	
<b>Fax</b>	
<b>E-mail</b>	
<b>Researcher Type (please check)</b>	University-based: Brandon University Department: _____
	University-based: Other Institution Name of Institution: _____ Department: _____
	Community-based Organization Name of Organization: _____
	Graduate Student Masters _____ Ph.D. _____  Program: _____ University: _____
	Government Employee Department or Agency: _____
	Private Sector Researcher or Practitioner: _____
	Other: _____

**B. Research Domain Interests:**

<p><b>Indicate up to 5 domains of greatest research interests (please check)</b></p>	Agro-economic and environmental issues	
	Building community capacity	
	Community adjustment	
	Community economic development	
	Eco-tourism	
	Information management and technology for rural areas	
	Inter-community collaboration	
	Rural community leadership	
	Other (specify)	
<p><b>Please indicate up to 5 areas of research expertise</b></p>	Dissemination of research results	
	Evaluation	
	Experimental research	
	Focus groups	
	Internet-based data collection	
	Interviews	
	Needs assessments	
	Participatory/Action research	
	Policy development	
	Policy uptake of research	
	Qualitative data analysis	
	Quantitative data analysis	
	Research design	
	Research proposal development	
	Project proposal development	
	Project management	
	Research synthesis	
Report writing and preparation		
Survey development		
Other (specify)		

### **C. Goals and Objectives of the Rural Development Institute**

Please indicate in what ways you can help sustain the mandate of the RDI:

Submitted by:

Date:

Reminder: Please attach a current curriculum vitae and a short biographical statement than can be shared with others with this application form.