



Faculty of Nursing Policy AUTHORSHIP POLICY

SUBJECT/TITLE: Authorship Policy	PAGE: 1 of 6
RELATED POLICY: Research Integrity Policy http://www.ucalgary.ca/policies/files/policies/researchintegrity_0.pdf Intellectual Property Policy http://www.ucalgary.ca/policies/files/policies/Intellectual%20Property%20Policy.pdf Graduate Student Supervision Policy http://www.ucalgary.ca/policies/files/policies/graduatestudent-supervision-policy.pdf	DATE ESTABLISHED: November 19, 2015
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PURPOSE

Publication is an expectation in research intensive universities. In research intensive universities, Graduate Students need to be brought into an ethos of making publication a priority in their program. In the response to recommendations from the 2014 Unit Review, the Faculty of Nursing undertook the development of a policy to guide Faculty and Students related to authorship on publications.

DEFINITION

Authorship confers credit for the intellectual contributions to published work, and implies responsibility and accountability for this work (International Committee of Medical Journal Editors [ICMJE]).¹ An author should be accountable for his or her own work, and be able to identify the

¹ International Committee of Medical Journal Editors. (2014, December). Recommendations for the conduct, reporting, editing, and publication of scholarly work on medical journals. Retrieved from <http://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html>

specific work of other co-authors. Authors should have confidence in the integrity of the contributions of their co-authors.

CRITERIA FOR AUTHORSHIP

ICMJE¹ recommends that contributors to a published work who meet the following four criteria should be identified as authors.

1. Substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data for the work; AND
 2. Drafting the work or revising it critically for important intellectual content; AND
 3. Final approval of the version to be published; AND
 4. Agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved.
- Contributors who meet criterion #1 should have the opportunity for authorship and be able to participate in the review, drafting, and final approval of the manuscript. Contributors to a published work who do not meet all of the four criteria above, may be acknowledged.

POLICY

1. The expectation for publication should be communicated on the application website, during initial interactions between graduate students and their supervisor(s), at orientation sessions, and throughout the program.
2. Members of the Faculty of Nursing, post-doctoral fellows, graduate students, and undergraduate students will adhere to the International Committee of Medical Journal Editors¹ criteria for authorship.
 - 2.1. Those who conduct the scholarly work are responsible to identify who meets the criteria for authorship.
 - 2.2. The decision about authorship should be made by the contributors to the scholarly work when that work is being planned, with the intent that changes may be required as the work progresses.
 - 2.3. It is the responsibility of all named authors to determine that each meets all four criteria.
 - 2.4. Rationale for order of authorship needs to be negotiated with the team and may be based on disciplinary 'tradition' (e.g., in some disciplines the last author is the senior author, whereas in others, authors are listed in order of contribution).
 - 2.5. Communicate the rationale for order of authorship in Annual Performance Reports (APR).
3. To ensure that the work involved in supporting graduate students to publish is recognized in their APRs, Faculty members are encouraged to:
 - 3.1. Identify the ongoing effort of seeing students' work to publication.
4. The Faculty of Graduate Studies' Graduate Student check list http://grad.ucalgary.ca/files/grad/su_student-supervisor-mou-checklist.pdf should be used by all Faculty supervising graduate students (and with undergraduate students as appropriate).
5. Decisions about authorship may be a written agreement. See Appendix for Authorship Agreement Example.
6. Faculty members should familiarize themselves with the manuscript-based thesis option for their graduate students, and discuss this option with them.
7. Requirements by course professors for authorship on a student's course assignment violates the intellectual property policy. See Section 7, <http://www.ucalgary.ca/policies/files/policies/Intellectual%20Property%20Policy.pdf>
8. Following assignment of the student's final course grade, the course professor and student may engage in discussions with course professors and their (co-)supervisor(s) regarding publication of course assignment(s). It is the student's right to make choices about her/his own work. Discussions regarding authorship should be led predominantly by the student. Using the ICMJE

guidelines¹, students will be mentored by their academic supervisor in taking a leadership role while the autonomy and right to self-determination is respected.

APPENDIX

Authorship Agreement Example

Agreement between:

_____, [name of Graduate Student]

- and -

_____, [name of Supervisor]

Recital

Because [insert Student's name] is a [insert role e.g., candidate for a Master of Nursing degree]; and **because** in partial fulfillment of this degree, [insert Student's name] will be writing a thesis or project paper on [insert proposed title of thesis/project]; and **because** <insert Supervisor's name> is an Assistant Professor of Nursing; and **because** [insert Supervisor's name] has obtained research data useful specifically for the completion of [insert Student's name] thesis/project in partial fulfillment of [insert Student's name] Master of Nursing degree; the parties agree as follows:

Terms:

1. [insert Student's name] will have access data from the study titled "_____". The data will be limited to [insert number] audio tapes and transcripts of interviews done with [describe sample], demographic data, and field notes.
2. [Insert Student's name] will provide to [insert Supervisor's name] one copy of analytic memos, coding schemes, and field notes within a reasonable time after completion. [Insert Supervisor's name] agrees to acknowledge [insert Student's name] in future use of said material.
3. [Insert Student's name] agrees to submit said article for publication on the findings from her study within 12 months after her/his final thesis/project defense. The article will have [insert Student's name] listed as first author and [insert Supervisor's name] listed as second author.
4. If [insert Student's name] fails to submit said article for publishing within 12 months after her/his final thesis/project defense, the supervisor will contact the said student to offer the opportunity again to submit as first author. If the [Students name] is not able to be contacted or still does not make an effort to submit then [insert Supervisor's name] will submit an article with

similar content, having [insert Supervisor's name] as first author and [insert Student's name] as second author.

5. [Insert Student's name] agrees to acknowledge [insert Supervisor's name] in future publications or presentations related to his/her study.
6. [Insert Supervisor's name] agrees to acknowledge [insert Student's name] in future publications or presentation related to her study.

In witness of this agreement the parties have affixed their signatures below:

Signed at _____, Qatar, this ___ day of _____ 20_ Signed at _____, Qatar, this ___ day of _____ 20_

Student

Supervisor

Witness

Witness

Distribution:

Original to be retained by the senior author. Copies to each author