

<b>Policy Number</b>	130.000
<b>Policy Title</b>	RESEARCH FELLOW/VISITING RESEARCH FELLOW POLICY
<b>Responsible Officer</b>	Provost
<b>Responsible Office</b>	Provost Office
<b>Summary</b>	This policy states the parameters for CIU Visiting Research Fellow of the University.
<b>Definitions</b>	A Research Fellow is an individual with an academic appointment for research purposes only, with no pay, job, or position in the organization.
<b>Approving Body</b>	Academic Council, Administrative Council
<b>Approval Date</b>	130.000 - Aca C (06.09.2025); Admin C (06.18.2025)
<b>Last Revision</b>	June 2025
<b>Re-evaluation Date</b>	Fall 2028
<b>Departmental Impact</b>	CIU Doctoral Programs, Alumni Dept, Academic Deans, Director of Institution Research, Library, Information Technology, Human Resources

*Failure to follow the following policy may result in disciplinary action, including termination of employment.*

### Policy Statement

Columbia International University (CIU) seeks to make a Research Fellow/Visiting Research Fellow status available to alumni from CIU's doctoral programs and other individuals. This status is limited to graduates of a CIU doctoral degree or other Christian ministry organizations and must meet the approval process outlined below. This appointment is for the sole purpose of academic research and publication and does not receive pay or position in the organization.

### Rationale

Individuals including CIU doctoral alumni who strive to publish in academic journals must be affiliated with a university to utilize the Institutional Review Board (IRB) services. Since IRB approval is required for any research involving human subjects, providing this status will facilitate research and publication. Academic publishing is of benefit to the University as well as the researcher. This policy offers CIU alumni and others an avenue through which academic research and publication may be pursued while enhancing the accreditation and research status of the university.

### Policy Procedures

1. A CIU doctoral alumnus or other individual may apply to the dean of the relevant program or discipline. The application should include the desired research project and demonstrate alignment with the mission and priorities of CIU.
2. Any authored papers, social media posts, or other communications contradicting CIU's statement of faith and other official positions, including CIU's Statement on Human Sexuality and Marriage, may result in a denial of the research fellow application or renewal
3. Upon review of the dean and endorsement by the college/faculty, the dean's office will produce a Memo of Appointment to be reviewed by the Provost.
4. Upon approval by the Provost, the appointment will be made for one year and is only renewed upon reapplication and approval.
5. The Research Fellow may receive access to university systems, such as email, library, IRB, and collaborative opportunities with faculty and other researchers. The university may impose fees for services as appropriate.

### Hyperlinks

[www.ciu.edu/policy](http://www.ciu.edu/policy)