

3F: University Research Ethics and Integrity Committee

Research Innovation and Enterprise Office

Document Type: Terms of Reference and Composition

Location: Academic Handbook Section 3F Version: 1.3

Last major review: 2017/18

Last updated: July 2021

Last approved by and date: Academic Board, July 2021

3F: Research Ethics and Integrity Committee

A Committee of Academic Board

The Research Ethics and Integrity Committee is responsible to Academic Board for developing and monitoring a set of fundamental principles including the integrity of research and data confidentiality.

Terms of Reference

1. The Research Ethics and Integrity Committee (REIC) will:
 - i. Discuss the overall operation of Ethics and Integrity at Solent University, including a review of current practices and policies.
 - ii. Consider and advise, as appropriate, on ethical and integrity issues relating to research, innovation and scholarship carried out by staff and students at the University.
 - iii. Ensure that all relevant policies are reviewed annually, and modifications reported to the Academic Board of the University.
 - iv. Make decisions on ethical (integrity) issues where the (newly formed) Faculty Ethics and Integrity panels are unable to reach a decision or an applicant is dissatisfied with the Faculty decision.
 - v. Require Faculty Panels to implement and monitor procedures to ensure that all proposals, research, teaching materials and other appropriate activities are reviewed for ethical consideration.
 - vi. Undertake training across the University to ensure that colleagues are cognisant with the requirements of ethics and research integrity to ensure that principles are embedded throughout.
 - vii. To undertake an annual audit of decisions taken at Faculty level to ensure consistency across the University.
 - viii. The Committee shall adhere to the University's policies and strategies on Equal Opportunities.
 - ix. The Committee shall pay due regard to the University's Policy on Whistleblowing

Composition

2. The composition of the Research Ethics and Integrity Committee shall be:
 - i. Chair (a member of VCG) nominated by the VC
 - ii. Chairs of Faculty Ethics Panels
 - iii. One External appointee - nominated
 - iv. Member of the Student Union
 - v. Nomination from PVC Research
 - vi. Nomination from PVC Learning and Teaching
 - vii. GDPR Officer
3. Additional members of staff may be invited to attend for matters when they are presenting to the Committee, as the need arises.
4. The Committee has the power to co-opt annually up to two members.

Meetings

5. The University Research Ethics and Integrity Committee shall meet three times per year.

Quoracy

6. The quorum shall be 50% of the eligible members in post.

Officers of the Committee

7. A Committee Clerk will be appointed by the Chair of the Committee.

Equal Opportunities Policy

8. In taking forward the remit of the Committee, the Committee shall have regard to the University's policies and strategies on Equal Opportunities.

Appeals

9. The PVC Research and Innovation will nominate 3 independent colleagues to scrutinise the decision taken by the Ethics and Integrity Committee