



Senate

Paper Title	Executive Summary – Ethics of Research Committee.
Outcome requested	Senate is asked to note the above.
Points for Senate members to note and further information	As stated.
Questions for Senate to consider	N/A
Regulatory/statutory reference points	Work outlined in Points 3 to 5 will be carried out with reference to the Strategic Plan 2010-2015
Strategy and risk	N/A
Reporting/consideration route for the paper	N/A
Authors	Hazel Covill, Research Ethics Administrator
Sponsor	Elizabeth Hall, Chair – Queen Mary Ethics of Research Committee.

ETHICS OF RESEARCH COMMITTEE

EXECUTIVE SUMMARY

A full set of the minutes will be available online (following confirmation at the next meeting of the Committee) at the following URL:

http://www.arcs.qmul.ac.uk/academic_board/research_ethics_committee/index.html

Alternatively, contact the Secretary of the Committee: Hazel Covill h.covill@qmul.ac.uk

Date of Meeting: 12th November 2014

Main Items Discussed

1. Committee/Review Panel Membership

The Chair **noted** that Professor Maria Delgado would be taking a break from QMERC from December while on sabbatical. Members **thanked** her for all of her hard work on behalf of QMERC and look forward to her return. The Chair **welcomed** Professor Rosemary Hunter, from the Department of Law (who will be covering for Professor Delgado's absence) to the Committee.

The Chair **reported** that the review panels had recently lost some members, but new members have been recruited, with all panels now at full complement.

2. QMERC Chairmanship

The Chair **agreed** to continue in her role (in a capacity as an ex-member of Council) for up to two years from the end of 2015. Senate, last month, **approved** this extension. Members also very much **approved** of this solution.

3. Policy Approval

The following policies were approved by QMERC, with minor amendments in the latter case.

- 1) Research Integrity Policy (Including Values Statement)
- 2) Policy on Research with Human Participants

4. Policy Updates

Members **noted** updates on the following policies.

- a) Intellectual Property Policy
- b) Procedures for Investigation allegations of misconduct in research.
- c) Policy on potentially 'contentious' research.

They also noted an update from the Task & Finish Group concerned with the following:

- a) UK Concordat to Support Research Integrity

5. Information Security for Research Data

Members **noted** the recommendations made by the Information Governance group regarding security for research data, and advice about this that should be given to researchers. Additions will be made to QMERC guidelines and website section accordingly.

Hazel Covill, Research Ethics Administrator – 21st November 2014



Queen Mary Ethics of Research Committee

Queen Mary Ethics of Research Committee is a committee of Senate.

Terms of reference

1. To provide a forum for the independent review of research ethics in the College.
2. To review and advise on College research policies, and to provide a source of advice on ethical issues arising from their implementation. In particular to consider research ethics issues in the light of the College's mission and values, and to ensure that those policies provide an ethical framework for research within the College.
3. To approve policies, procedures and guidelines for the consideration of all proposals for research that involve human participants¹ and materials derived from human participants, and which are to be undertaken by staff or students of the College, including the identification of criteria for low risk and high risk applications.
4. To monitor and report to Senate on the implementation of research policies and to advise Senate on any other matters of relevance referred to it by Senate.
5. To provide a pool of expertise that could be used if appropriate to contribute to investigative panels in cases of alleged research misconduct.
6. To assure itself that appropriate training in the ethics of research is available to staff and students.
7. To establish and maintain the membership of the Research Ethics Review Panels.
8. To monitor the work of the Research Ethics Review Panels and to consider reports on ethical approval granted by the Review Panels and through the fast track system.
9. To consider research ethics applications that meet the criteria for being high risk or that are complex, and those applications referred to it by the Review Panels.
10. To consider relevant external developments relating to research ethics and to identify any implications and required actions for the College and the Committee's work.

¹ For the purpose of the Committee's terms of reference, '*research which involves human participants*' should be interpreted in the broadest sense, i.e. student work, projects based on questionnaires, interviews etc and not just for example scientific experiments involving human subjects. This is further amplified in the College Policy on Research Ethics.

11. To refer researchers who submit proposals which require consideration by an NHS, or other specialist committee, to the appropriate committee if a Review Panel has not already done so.
 12. To report to Senate on its work and to make reports to the Vice Principal's Research Advisory Group for its information.
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Membership of QMERC

- An external member of Council (Chair), nominated by Council.
 - A representative of Queen Mary Senior Executive, nominated by the Principal.
 - Up to ten academic staff members, including three from each of the three faculties of the College (Humanities and Social Sciences, Science and Engineering, Medicine and Dentistry), One student, nominated by the President of the Students' Union
 - (Up to two further co-opted external members.
 - Up to two further co-opted members drawn from the staff of the College.
- Each member (except the Chair) also serves on a Review Panel, as below.

Quoracy

Six members comprise a quorum.

Secretariat

The Secretary will be a member of administrative staff of the College

In attendance

The following may be in attendance at meetings of QMERC:

- Representatives of the Joint Research Management Office
- Researchers invited to discuss their proposals and other matters with the Committee.
- Other staff and students of the College with the agreement of the Chair.

Meetings

- 3 times per year.

Research Ethics Review Panels

The six Research Ethics Review Panels report to the Queen Mary Ethics of Research Committee and provide independent consideration of applications for research ethics approval involving human participants.

Terms of reference

1. To consider applications for research ethics and decide, on behalf of the College, whether or not ethical approval should be granted. This approval may be conditional or based on specified recommendations.
2. To identify issues for report to the QMERC.
3. To make reports to QMERC on its work as applicable.
4. To identify those proposals that require consideration by an NHS committee or other specialist committee, and advise researchers to refer them to the relevant committee.

Membership

Across all Review Panels, there is equal membership from each Faculty, and each Panel has at least one member from each Faculty.

- A QMREC academic staff member as Chair
- A QMREC member from another Faculty as Deputy Chair
- At least two and up to five academic staff members, at least one of which is from the third Faculty.

LIST OF CURRENT MEMBERS (QMERC AND REVIEW PANELS)

Professor Richard Ashcroft

Department of Law

Dr Eliane Bodanese (On return from Maternity Leave in December 14)

School of Electronic Engineering and Computer Science

Professor Maria Delgado (on Sabbatical from January 15)

School of English and Drama

Dr Miran Epstein

Blizard Institute

Elizabeth Hall

Chair

Professor Joy Hinson

Centre for Academic and Professional Development.

Professor Rosemary Hunter

School of Law

Professor David Lee

School of Engineering and Materials Science

Mr Jonathan Morgan

Academic Secretariat

Dr Dylan Morrissey

Department of Sports Medicine

Dr Sandra Nicholson

School of Medicine and Dentistry

Dr Magda Osman

School of Biological and Chemical Sciences

Professor Maxine Robertson

School of Business and Management

Professor Peter Sasieni

Centre for Cancer Prevention

Dr Tassos Tombros

School of Electronic Engineering and Computer Science

Professor Ian Walden

School of Law

Ms Carolina Mantzalos

Student Union

Professor Ferranti Wong
Institute of Dentistry

LIST OF CURRENT MEMBERS (REVIEWS PANEL ONLY)

Professor Lizzie Barmes (Long term leave until February 2015)
Department of Law

Professor Kamaldeep Bhui
Department of Psychiatry

Dr Adrian Bevan
School of Physics

Ms Mary Childs (Also in attendance for QMERC Meetings)
Academic Secretariat /Research Degrees Office

Dr Steph Hemmings
Department for Sports Medicine

Dr Francesca di Ludovico
Department of Physics

Professor Jon May
School of Geography

Professor Xavier Mateos-Planas
School of Economics

Dr Rainbow Murray (On Sabbatical after March 2015)
Department of Politics

Dr Thomas Prellberg
Department of Mathematics

Dr Soren Riis
Department of Computer Science

Professor Stephanie Taylor
Department of Primary Care

Dr Anwar Tappuni
Institute of Dentistry

Dr Dan Todman
Department of History

Ms Hazel Covill (In Attendance)
QMREC Administrator