



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 4 will be carried out with reference to the <i>Strategy 2014 – The Next Five Years</i> .
Strategy and risk	N/A
Reporting/consideration route for the paper	N/A
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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: 11th November 2015

Main Items Discussed

1. Committee/Review Panel Membership

The Chair **informed** members that Professor Maria Delgado and Dr Tassos Tombros were both leaving the Committee; due to a new post and other work commitments. The Chair, and members, **agreed** that thanks were due to them both for all of their hard work and commitment to QMERC over the years.

The Chair **welcomed** the new member of Dr Adrian Bevan and **confirmed** that Professor Rosemary Hunter would continue as a member, as opposed to a temporary appointment. Members **agreed** that their expertise would be a huge asset to QMERC going forward.

2. Completed Scheduled Audits.

The following scheduled audits were completed as reported below.

a) Fast Track (Low Risk) System.

This audit (of approvals under the fast track system) was carried out satisfactorily by three experienced Committee Members, with the Administrator noted as appropriately handling the applications.

An administrative point (sampling procedures for next scheduled audit) was approved by members.

b) Generic Approvals Held by the Department of Sports Medicine.

This audit (of two generic approval held by the Department of Sports Medicine) was carried out satisfactorily with members agreeing that this system continues to work well and, notwithstanding a few minor points for noting, that the decisions have been proportionate and appropriate.

Some administrative points (to be instigated at the next scheduled audit)

i) Amended sampling procedures;

ii) Requirement for additional email trail inclusion;

iii) Proposed assessment of rejected (of very significantly amended) applications in addition to approvals,

were approved by members.

3. Policy Consultation

The following policy was consulted on by QMERC.

Guidance for Researchers on Information Security

Minor amendments were proposed to the above draft document, with a view to forthcoming final approval by members.

4. Policy Updates

Members **noted** an update on the following policy.

Proposed Research Misconduct Policy

Members were informed that consultation is ongoing, with work being undertaken towards the setting up of a Task and Finish Group (to be Chaired by Professor Bill Spence) to go through the proposed new policy.

5. Procedural Update

Members **noted** a verbal update from Dr Sally Burtles concerning the HRA (Health Research Authority) new Approvals system, with a discussion on changed working practices as a result of its roll-out.