



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 2 and 3 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
Authors	Hazel Covill, Research Ethics Facilitator
Sponsor	Helen Jenner, Chair – Queen Mary Ethics of Research Committee.

1. ETHICS OF RESEARCH COMMITTEE

EXECUTIVE SUMMARY

Date of Meeting – 27th March 2019

Main Items Discussed

1. QMERC and Panel Membership

The Chair **thanked** Dr Clodagh Dugdale for her hard work and commitment on behalf of the Committee; she will be missed from the membership.

The Chair **welcomed** Dr Janelle Jones to the Committee; building on all of her expertise gained as a member of a QMERC Review Panel.

2. Policy and Procedure Updates.

Members were made aware of the following:-

- a) UKRIO's Consultation on Concordat for research integrity.

Date of Meeting – 26th June 2019

Main Items Discussed.

3. Policy and Procedure Updates.

- a) JRMO Draft SOP on Research Management of International-only Studies.

Katherine Ouseley of the JRMO made members aware of work currently being started on the above.

- b) KPMG Audit

The Deputy Chair was pleased to report the very recently completed of an audit by KPMG on the QMUL research approvals process. Feedback from auditors was very positive, and reflects many of the issues QMERC has discussed.

Some recommendations are likely to be made, none of which will require significant change, rather increased monitoring procedures. QMERC will discuss findings in detail when the Auditor's Report is finalised.



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 participants ¹ 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.
 - An internal member of academic staff (Deputy Chair)
 - A representative of Queen Mary Senior Executive, nominated by the Principal.
 - Up to thirteen 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 three further co-opted external members.
 - Up to three 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

Seven 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 seven 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.

QMUL Ethics of Research Committee: Review Panels 2019 to 2020

Panel	A	B	C	D	E	F	G
Chair	David Lee S&E	Adrian Bevan S&E	Maxine Robertson H&SS	Dylan Morrissey SMD	Eliane Bodanese S&E	Joy Hinson SMD	Vacant: To be confirmed.
Deputy Chair	Janelle Jones S&E	Sandra Nicholson SMD	Miran Epstein SMD	Aoife Monks H&SS	Joanne Tallentire (PS)	Vacant: To be confirmed.	
Other REC members			Ruari McGowan QMSU (finish soon)	Mary Childs PS			Katherine Ouseley JRMO
Panel only	Xavier Mateos-Planas H&SS Vacancy: TBC Nick Goulding SMD	Dan Todman H&SS Sevasti Foka S&E David Williams H&SS	Vacant: To be confirmed. S&E Kam Bhui SMD Duncan Matthews H&SS (sabbatical 2019)	Thomas Prellberg S&E Vacancy: TBC	Soran Riis S&E Thomas MacManus H&SS Padhraig Fleming SMD	Anwar Tappuni SMD Caroline di Bernardi Luft S&E Vacancy: TBC	Vacancy: TBC S&E Kavita Datta H&SS Alexandra Birn-Jeffrey S&E
No of members	5	5	5	5	5	5	5
2019/2020 meeting dates	04/09/2019 2pm 15/01/2020 2pm 02/09/2020	18/09/2019 2pm 19/02/2020 2pm 16/09/2020 2pm	02/10/2019 2pm 04/03/2020 2pm 07/10/2020 2pm	30/10/2019 2pm 01/04/2020 2pm 28/10/2020 2pm	20/11/2019 2pm 29/06/2020 2pm 18/11/2020 2pm	04/12/2019 2pm 03/06/2020 2pm 02/12/2020 2pm	18/12/2019 2pm 01/07/2020 2pm 16/12/2020 2pm

Correct as of 01.10.19