



Senate

<b>Paper Title</b>	<b>Ethics of Research Committee (QMERC)</b>
<b>Outcome requested</b>	To <b>approve</b> the Committee Terms of Reference and Membership for 2022-23.  To <b>note</b> the executive summary report of the QMERC meeting on 15 June 2022 and action taken since.
<b>Points for Senate members to note and further information</b>	The Terms of Reference are unchanged since last year.
<b>Questions for Senate to consider</b>	N/A
<b>Regulatory/statutory reference points</b>	N/A
<b>Strategy and risk</b>	N/A
<b>Reporting/consideration route for the paper</b>	Ethics of Research Committee Senate
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<b>Sponsor</b>	Professor Andrew Livingston



## 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 University.
2. To review and advise on University 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 University's mission and values, and to ensure that those policies provide an ethical framework for research within the University.
3. To approve policies, procedures and guidelines for the consideration of all proposals for research that involve human participants<sup>1</sup> and materials derived from human participants, and which are to be undertaken by staff or students of the University, 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 low risk 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 University and the Committee's work.
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.

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<sup>1</sup> 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 University's Policy on Research Ethics.

12. To report to Senate on its work and to make reports to the Vice Principal's Research Advisory Group for its information.

## **Membership of QMERC Main Committee**

- 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 University (Humanities and Social Sciences, Science and Engineering, Medicine and Dentistry), one from Professional Services and one student representative, 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 University.

Each member (except the Chair) also serves on a Review Panel, as below.

### **Quoracy**

Seven members comprise a quorum.

### **Secretariat**

The Research Ethics Facilitator will be a member of administrative staff of the University.

### **In attendance**

The following may be in attendance at meetings of QMERC:

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

### **Meetings**

- 3 times per year.

## **Research Ethics Review Panels**

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

### **Terms of reference**

1. To consider applications for research ethics and decide, on behalf of the University, whether or not ethical approval should be granted. This approval may be conditional or based on specified recommendations.
2. To identify issues for report or escalation 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 Research Ethics Committee or other specialist Committee, and advise researchers or refer them to the relevant Committee.

## **Membership**

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

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

## **Secretariat**

The Research Ethics Facilitator will be a member of administrative staff of the University.

## **Quoracy**

Three members comprise a quorum, including the Chair or Deputy. Written comments submitted in advance accepted.

## **In attendance**

The following may be in attendance at meetings of Review Panel:

- Representatives from the Joint Research Management Office
- Researchers invited to discuss their proposals and other matters with the Committee.
- Other staff and students of the University with the agreement of the Chair.
- New Panel members in training, acting as observers

## **Meetings**

- 2 times per year

## **Devolved School Research Ethics Committees (DSREC) Sub-Committee**

This sub-committee has been established to accommodate the growing popularity for applications for generic approval to establish a REC at School or Departmental level within

Faculties. Not only does this sub-committee review generic applications all DSREC Chairs/Deputies are invited and it will act as a forum to share best practice and overcome challenges. DSRECs are devolved sub-committees of QMERC who are set up to receive and approve low-risk research studies within their area of expertise.

### **Terms of reference**

1. To consider applications to establish a DSREC and decide, on behalf of the University, whether or not generic approval should be granted. This approval may be conditional or based on specified recommendations. The review will always consider the DSREC's proposed Terms of Reference.
2. To prepare reports and write minutes of the DSREC Sub-Committee meetings, to be submitted to the QMERC.

### **Membership**

- A QMERC academic staff member, as Chair
- A QMERC member from another Faculty
- DSREC Chairs and/or Deputies and/or member representative

### **Secretariat**

The Research Ethics Facilitator will be a member of administrative staff of the University.

### **Quoracy**

Three members comprise a quorum, including the Chair or Deputy.

### **In attendance**

The following may be in attendance at meetings of Review Panel:

- Representatives from the Joint Research Management Office
- Researchers invited to discuss their proposals and other matters with the Committee.
- Other staff and students of the University with the agreement of the Chair.
- New Panel members in training, acting as observers

### **Meetings**

- 3 times per year.

## QMERC PANEL MEMBERSHIP 2022 – Titles, Dept, Faculty

### QUEEN MARY ACADEMIC & PROF SERVICES MEMBERS

Name	Job Title / Role	Department	Faculty
QMERC CHAIRS			
Dr HELEN JENNER (Chair of QMERC)	Lay Chair Education Safeguarding Consultant & Leadership Coach	Independent Consultant (Children's Services)	N/A
PROF DYLAN MORRISSEY (Deputy Chair of QMERC and Chair of Panel D)	Professor of Sports and Musculoskeletal Physiotherapy	Sports and Exercise Medicine, William Harvey Research Institute	Medicine and Dentistry
PANEL A			
PROF DAVID LEE (Chair of Panel A)	Professor of Cell & Tissue Engineering, Deputy Vice Principal- Research Impact & Enterprise	School of Engineering and Material Sciences	Science and Engineering
PROF XAVIER MATEROS-PLANAS (Deputy Chair of Panel A)	Professor in the School of Economics and Finance, Director of International Programmes at SEF	School of Economics and Finance	Humanities and Social Sciences
DR SHAHRAR ALI (Panel A member)	Assistant Institute Manager (Quality and Research)	Institute of Health Sciences Education	Medicine and Dentistry

SOPHIE HARRIS (Panel A member)	Assistant HR Director of Organisational Effectiveness	Human Resources	Professional Services
DR FREDERIKE BEYER	Lecturer in Psychology	School of Biological and Behavioural Sciences	Science and Engineering
Dr Georgios Kavetsos	Reader in Behavioural Economics	School of Business and Management	Humanities and Social Sciences
PANEL B			
DR SEVASTI FOKA (Chair of Panel B)	Senior Lecturer in Psychology and Director of Graduate Employment and Opportunities	School of Behavioural and Biological Sciences	Science and Engineering
PROF DAN TODMAN (Panel B member)	Professor of Modern History and Head of School	School of History	Humanities and Social Sciences
DR NATALIE MCCLOSKEY (Panel B member)	Blizard Institute Manager	Blizard Institute	Medicine and Dentistry
PROF NELYA KOTEYKO (Panel B member)	Professor of Language and Communication	School of Languages, Linguistics and Film	Humanities and Social Sciences
DR CAROL FAWKES (Panel B member)	Health Services Manager Blizard Institute	Blizard Institute	Medicine and Dentistry
PANEL C			
DR JANELLE JONES (Chair of Panel C)	Senior Lecturer in Social Psychology, Director of Graduate Studies	School of Biological and Behavioural Sciences	Science and Engineering
KATHERINE OUSELEY (Panel C member)	Research Support & Development Manager	Joint Research Management Office	Professional Services



DR APOSTOLOS CHRONOPOULOS (Panel C member)	Senior Lecturer Intellectual Property Law	Centre for Commercial Law Studies (CC LS)	Humanities and Social Sciences
DR JENNIFER RANDALL (Panel C member)	Global Health DBL Senior Lecturer	Wolfson Institute for Population Health	Medicine and Dentistry
PROF AHU TATLI	Director of PhD Programme and Professor of International Human Resource Management	School of Business and Management	Humanities and Social Sciences
DR MIRAN EPSTEIN (Panel C member)	Reader in Medical Ethics	Wolfson Institute for Population Health	Medicine and Dentistry
PANEL D			
PROF DYLAN MORRISSEY (Deputy Chair of QMERC and Chair of Panel D)	Professor of Sports and Musculoskeletal Physiotherapy	Sports and Exercise Medicine, William Harvey Research Institute	Medicine and Dentistry
DR AOIFE MONKS (Deputy Chair of Panel D)	Reader in Drama, Theatre and Performance Studies	School of English and Drama	Humanities and Social Sciences
MARY CHILDS (Panel D member)	Assistant Academic Registrar (Research Degrees)	Council Secretariat	Professional Services
PROF THOMAS PRELLBERG (Panel D member)	Professor of Mathematics	Mathematical Sciences	Science and Engineering
PAUL RYAN (Panel D member)	Academic Clinical Fellow	Institute of Dentistry	Medicine and Dentistry
MS SARAH BARNES	Public Engagement Officer, Centre for Public Engagement	Office of the Principal	n/a
PANEL E			
DR ELIANE BODANESE (Chair of Panel E)	Senior Lecturer at the School of Electronic Engineering and Computer Science	School of Electronic Engineering and Computer Science	Science and Engineering

DR HAIDAR HASSAN (Deputy Chair of Panel E)	Clinical Senior Lecturer in Aesthetic Medicine	Blizard Institute	Medicine and Dentistry
ROSS BAKER (Panel E member)	H&S Manager - HSS. QMUL Audit Lead	Health and Safety Directorate	Professional Services
DR SOREN RIIS (Panel E member)	Reader at School of Electronic Engineering and Computer Science	School of Electronic Engineering and Computer Science	Science and Engineering
DR THOMAS MACMANUS (Panel E member)	Lecturer in State Crime	School of Law	Humanities and Social Sciences
PANEL F			
PROF JOY HINSON (Chair of Panel F)	Prof of Endocrinology, Emeritus Prof (now lay)	N/A	(previously SMD)
PROF ANWAR TAPPUNI (Deputy Chair of Panel F)	Clinical Professor in Oral Medicine	Institute of Dentistry	Medicine and Dentistry
DR CAROLINE DI BERNARDI LUFT (Panel F member)	Senior Lecturer in Psychology	School of Biological and Behavioural Sciences	Science and Engineering
DR KERRY HOLDEN (Panel F member)	Lecturer in Human Geography	School of Geography	Humanities and Social Sciences
DR ESTHER MURRAY (Panel F member)	Lecturer in Health Psychology	Institute of Health Sciences Education	Medicine and Dentistry
DR MAGGIE LEGGETT (Panel F member)	Director of Marketing and Communications	Marketing and Communications	Professional Services
Valdas Noreika	Lecturer in Psychology	School of Biological and Behavioural Sciences	Science and Engineering

## LAY MEMBERS

Name	Job Title / Role	Institution
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Aazzalrahman Alghoul	(former) General Practitioner at a Paediatric Hospital	Al-Shifaa Hospital (Palestine)
Ana-Zeralda Canals Hamann	Senior Clinical Trial Supplies Manager	Debiopharm SA, Biological Sciences/Medical Genetics (Lausanne, Switzerland)
Fred Otumba	Legal Consultant International Human Rights Law Head of Chambers & Founding Attorney	Watchtower Society of Jehovah's Witnesses, Nigeria Branch Office, Corals' Attorneys (Nigeria)
Lewis Thomas	Senior Innovation Advisor (by June 2022 Consultant at Carnall Farrar healthcare consulting)	Imperial College London/Global Health Science
Lucinda Wynne	Data Manager Interventional Cardiac research team,	Barts Health NHS Trust
Lwazi Sibanda	MSc Dental Public Health	Kings College London
Maria Chiara Galvan	Physiotherapist	English National Ballet School
Pam Holland	(retired) Team Leader National Qualification for Headship (NPQH)	Institute of Education, University of London
Sanju (Thomas) Abraham	Managing Director of Tamilnadu Apex Skill Development Centre for Health Care	Apex Skill Development Centre for Health Care (India)
Sarah Khavandi	Clinical Trial Practitioner, Interventional Radiology, Group Clinical Services	Barts Health NHS Trust
Suzanna Magee	Obstetrics and Gynaecology - junior registrar	Maidstone & Tunbridge Wells NHS Trust
Mark A. Sammut Sassi	International Law/Translation Studies	

**QUEEN MARY ETHICS OF RESEARCH COMMITTEE  
EXECUTIVE SUMMARY**

Date of Meeting – 15 June 2022

**Main Items Discussed & Relevant Action Since**

**Research ethics application ‘software as a solution’ system**

The Research Ethics team are in the implementation phase of embedding our ‘software as a solution’ online application system which will host our application form and also comprise our database and information repository. In the building of the new form we are taking this opportunity to review the questions and guidance in the current application form, designing workflows and conducting user testing with Committee members. The previously proposed launch date of Autumn 2022 will be delayed to Spring 2023 due to staff turnover and the summer holiday period.

**Devolved School Research Ethics Committees (DSRECs)**

The invitation to establish Devolved School Research Ethics Committees continues to be well received, and since March 2021, DSRECs are operational in the following Schools / Departments: n = 11.

- Geography - UG
- History
- Business and Management (SBM) – PGR & Staff
- Business and Management (SBM) – PGT & UG
- Department of Psychology (S&E)
- Department of Linguistics (LLF, HSS)
- Electronic Engineering and Computer Science (EECS)
- Politics and International Relations (SPIR)

- Centre for Medical Education (IHSE)
- Sports & Exercise Medicine (WHRI)
- Global Public Health (Wolfson)

With early interest from:

- Language Centre (LLF, HSS)
- Economics & Finance
- Trauma Sciences (MSc)
- Law.

DSRECs are entirely voluntary and are a really effective way of embedding good research ethics practice and involving more individuals in the research ethics process across the University, thereby helping us achieve our commitment to the Concordat for Research Integrity. The DSRECs review research that is low-risk but the QMERC are very open to conversations that demonstrate flexibility in the remit and scope of DSRECs in certain fields, for example in the definition of what is a 'sensitive issue' and some DSRECs have been given relaxed scope to review these studies. We recognise that researchers' expertise and experience represents risk mitigation in and of itself and so we encourage discipline-specific flex in the definition of risk.

### **Panel meeting days/times**

In order to accommodate the demand and meet our responsibilities to Queen Mary researchers by attempting to keep our timelines down and to prevent delays, over the last year we have had to arrange numerous additional Panel meetings in order to review the moderate/medium risk studies. This puts additional stress on our administrative team coordinating last minute meetings and on our volunteer Panel members as ethical reviewers. The data indicates this represents a steady increase in applications and not a temporary one. At the next QMERC Meeting in November 2022, we will discuss a method of increasing the number of Panel meetings per year.

### **Other Issues**

We have received a large number of notifications about research commencing without prior ethical approval in place. Each case is investigated, the QMERC Chairs notified and recommendations made about corrective and preventative action including the immediate storage, security and use of the research data. We also received a large number of student studies submitted very close to estimated study start date and dissertation deadline, putting huge pressure on the students and ethics team.

The Senior Research Ethics Facilitator is now vacant and we are in the process of recruiting.

### **Metrics for 01 June 2022 to 31 August 2022**

The report below provides a summary of the applications for QMERC ethical approval received and approved between **01 June 2022 to 31 August 2022**.

Panel review apps received	21
Panel review apps approved	17
Low risk apps received	45
Low risk apps approved	69
QMERC apps received	1
QMERC apps approved	2
Amendments received	21
Amendments approved	21

#### **Contact officer**

Katherine Ouseley

#### **Designation**

Research Support & Development Manager, JRMO

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