



**Senate**

<b>Paper Title</b>	<b>Approval of membership and terms of reference for sub-boards of Senate for 2023-2024 – Ethics of Research Committee</b>
<b>Outcome requested</b>	Senate is asked to <b>approve</b> the terms of reference and membership details of the Ethics of Research Committee (one of Senate's sub-boards) for 2023-24.  Terms of reference and membership details for the Ethics of Research Committee are given below.
<b>Points for Senate members to note and further information</b>	n/a
<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>	n/a
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<b>Sponsor</b>	Jane Pallant, Director of Governance and Legal Services

## 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 ethics policies, and to provide a source of advice on ethical issues arising from their implementation. 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 advise on training provisions for those undertaking research involving human participants or personal data.
5. To monitor and report to Senate on the implementation of research policies and to advise on any other matters of relevance referred to it by Senate.
6. To provide a pool of expertise that could be used if appropriate to contribute to investigative panels in cases of alleged research misconduct.
7. To assure itself that appropriate training in the ethics of research is available to staff and students.
8. To establish and maintain the membership of the Research Ethics Review Panels.
9. 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.
10. 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.
11. 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.

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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, quantitative and qualitative studies involving questionnaires and interviews etc and not limited to, for example scientific experiments involving human subjects. This is further confirmed in the University's Policy on Research Ethics.

12. 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.
13. To report to Senate on its work, especially highlighting any high-risk research and activity relating to research ethics procedures and policy.

### **Membership of QMERC Main Committee**

- An external Lay member as Chair
- An internal member of academic staff (Deputy Chair)
- A representative of Queen Mary Senior Leadership Group, or their nominee,
- Up to fourteen academic staff members, including three from each of the three Faculties of the University (Humanities and Social Sciences, Science and Engineering, Medicine and Dentistry) and one from Professional Services
- 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 attend 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.
- Panel members with the agreement of the Chair.

### **Meetings**

- 3 times per year.

## **Research Ethics Review Panels**

The seven 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 ethical approval should be granted. This approval may be conditional or based on specified recommendations.
2. Be able to withhold, suspend or withdraw approval of research if it goes against University policy.
3. To identify issues for report or escalation to the QMERC.
4. To make reports to QMERC on its work as applicable.
5. 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.
6. Panel members are responsible for actively identifying and declaring any conflicts of interest (for example, if a member has been assigned the review of a research proposal in which they are named as one of the Supervisors), and for ensuring that they are not leading the review of any such research proposals.

## **Membership**

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

- A QMERC academic staff member, or lay member, as Chair
- A QMERC 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 attend 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.
- A postgraduate research student as an optional member but may not lead on ethical reviews

## **Meetings**

- 2 times per year per Panel

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

DSRECs are devolved sub-committees of QMERC who are set up to receive and approve low-risk research studies within their area of expertise.

This sub-committee has been established to accommodate the growing popularity for applications for approval to establish a REC at School or Departmental level within Faculties. Not only does this sub-committee review new applications, all existing DSREC Chairs/Deputies are invited, and it will act as a forum to share best practice and overcome challenges.

### **Terms of reference**

1. To consider applications to establish a DSREC and decide on behalf of the University, whether 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, either Lay or 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.

### **In attendance**

The following may attend meetings of DSREC Sub-committee:

- 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 2024 – 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 CAROL FAWKES (Panel A member)	Health Services Researcher and General Adviser	Wolfson Institute of Population Health	Science and Engineering
SOPHIE HARRIS (Panel A member)	Assistant HR Director of Organisational Effectiveness	Human Resources	Professional Services
DR GEORGIOS KAVETSOS (Panel A Member)	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 ALI SHAHRAR (Panel B member)	Senior Quality, Research & Gov Manager	Institute of Health Sciences Education	Medicine and Dentistry
DR ASHWIN KALRA (Panel B member)	Clinical Research Fellow in Gynaecological Oncology	Barts Cancer 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
DAISY PAYLING (Panel C member)	Public Engagement Officer	Joint Research Management Office	Professional Services

DR APOSTOLOS CHRONOPOULOS (Panel C member)	Senior Lecturer Intellectual Property Law	Centre for Commercial Law Studies (CCLS)	Humanities and Social Sciences
DR JENNIFER RANDALL (Panel C member)	Global Health DBL Senior Lecturer	Wolfson Institute for Population Health	Medicine and Dentistry
DR NICOLE PEREIRA (Panel C member)	Lecturer In Clinical Pharmacology & M.ed	William Harvey Research Institute	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
PROF PHILLIP COWLEY (Panel D member)	Political Scientist and Academic	Politics	Humanities and Social Sciences
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



FRANCES RIDOUT (Panel E member)	Director of the Legal Advice Centre	Law	Humanities and Social Sciences
MARIA HAYFRON-BENJAMIN (Panel E member)	Reader in Medical Education Acting Co-Lead for Community Based Medical Education Head of Admissions	Institute of Health Sciences Education	Medicine and Dentistry
PANEL F			
PROF TESSA WRIGHT (Panel F member)	Professor Of Employment Relations	Business and Management	Humanities and Social Sciences
DR ESTHER MURRAY (Panel F member)	Reader In Health Psychology	Institute of Health Sciences Education	Medicine and Dentistry
DR MICHEAL PAGE (Panel F member)	Reader In Education	Institute of Health Sciences Education	Medicine and Dentistry

PANEL G			
DR KERRY HOLDEN (Panel G member)	Lecturer in Human Geography	School of Geography	Humanities and Social Sciences
DR THOMAS MACMANUS (Panel G member)	Lecturer in State Crime and Acting Director of the International State Crime Initiative	Law	Humanities and Social Sciences

DR MELISSA BLISS (Panel G member)	Due Diligence & Compliance Officer	Joint Research and Development Office	Professional Services
DR SOREN RIIS (Panel G member)	Reader in Complexity theory, Computer Science, Combinatorics, Mathematics	Electronic Engineering and Computer Science	Science and Engineering
JO HAVILAND (Panel G member)	Reader In Medical Statistics	Wolfson Institute of Population Health	Medicine and Dentistry

## LAY MEMBERS

Name	Job Title / Role	Institution	Panel
Aazzalrahman Alghoul	(former) General Practitioner at a Paediatric Hospital	Al-Shifaa Hospital (Palestine)	C Member
Ana-Zeralda Canals Hamann	Senior Clinical Trial Supplies Manager	Debiopharm SA, Biological Sciences/Medical Genetics (Lausanne, Switzerland)	B Member
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)	A Member
Joy Hinson	Formerly FMD (LAY Emeritus)	Previously SMD	Panel F Chair
Lewis Thomas	Senior Innovation Advisor (by June 2022 Consultant at Carnall Farrar healthcare consulting)	Imperial College London/Global Health Science	E Member

Lucinda Wynne	Data Manager Interventional Cardiac research team,	Barts Health NHS Trust	B Member
Lwazi Sibanda	MSc Dental Public Health	Kings College London	G Member
Maria Chiara Galvan	Physiotherapist	English National Ballet School	F Member
Pamela Holland	(retired) Team Leader National Qualification for Headship (NPQH)	Institute of Education, University of London	D Member
Sanju (Thomas) Abraham	Managing Director of Tamilnadu Apex Skill Development Centre for Health Care	Apex Skill Development Centre for Health Care (India)	E Member
Suzanna Magee	Obstetrics and Gynaecology - junior registrar	Maidstone & Tunbridge Wells NHS Trust	C Member
Mark A. Sammut Sassi	International Law/Translation Studies	Freelance University of Oxford	F Member