

Research Integrity Committee

Terms of Reference

Purpose: To consider the ethical dimension of research & innovation and to determine and oversee governance policies, procedures and practices in relation to research proposals at all levels including undergraduate students, postgraduate students and staff.

Remit

1. To oversee the University's arrangements for considering the academic ethics and governance of research & innovation activities.
2. To oversee the University's policies, procedures and practices for ensuring probity and integrity in the conduct of its research & innovation.
3. To work to promote good practice in the conduct of research & innovation in the University and best practice in researcher development.
4. To receive annual reports from School Research & Innovation Committees on their handling of research & innovation ethics and governance issues.
5. To consider those research & innovation proposals referred from Schools and give or withhold permission accordingly.
6. To report routinely through Committee minutes and formally annually to Research & Innovation Committee on the fulfilment of its remit.

Constitution

Research Integrity Leader (Convenor)
 Vice-Convenor: to be designated from the committee membership
 Research Degrees Leader
 School Research Integrity Leaders
 Professional Support Lead for Researcher Development
 Senior Officer Responsible for External Funding
 Senior Officer Responsible for Information Services, or nominee.
 A representative of RIO, nominated by the Dean of R&I
 Up to three additional academic staff members appointed by the Convenor
(note 2)
 One external person with relevant expertise and experience to be nominated by the Convenor

In attendance: Clerk to the Committee

Additional participants may be invited to attend meetings to provide input to specific business as determined by the Convenor.

Notes:

1. The term 'research' for the purpose of this Committee is broadly defined to reflect research understood in its widest sense, incorporating innovation, public engagement, innovation, enterprise etc.
2. It is expected that one of these members will have knowledge of ethics issues in the NHS.

Quorum

One-third of the total membership (excluding co-options) which must include either the Convenor or a designated Vice-Convenor

Frequency of Meetings

At least three per annum

Reporting Line

Research and Innovation Committee

Minutes

Copies of all minutes and an annual report will be forwarded to the Research and Innovation Committee. Minutes and papers will be held electronically by the RIO.

Equality Issues

Those officers with responsibility for nominating or appointing members to the committee as prescribed by the constitution should, in doing so, have due regard to the desirability of achieving an equal balance of either gender within the committee's membership.

Notes

Approved by Academic Board 12 June 2015

Amended July 2019 – paragraph ‘Additional participants may... ..as determined by the Convenor.’ added.