

Research Ethics and Integrity Committee Terms of Reference

Key role

To ensure that the University upholds the highest standards of rigour and integrity in all aspects of research.

(1) *Terms of Reference:*

- a. To keep under review and recommend University policies on issues related to:
 - ensuring integrity in all University research
 - upholding the principles of ethical research in all its forms
 - giving oversight to due diligence of non-standard research collaborators and funders
 - reviewing the outcomes of investigations into research misconduct

The above to be undertaken with a view to ensuring that the public, staff and students are protected from harm and that the reputation of the University is safeguarded.

- b. to ensure that University policy in the areas outlined above (including the *Code of Practice for Research*) is adhered to;
- c. to ensure that each Cross-School Research Ethics Committee (C-REC) is set up and operates in accordance with the requirements laid out in the University's codes and policies relating to research governance;
- d. to approve internal Schools' research governance structures and processes (including review by School Research Ethics Officers (SREOs)), and to advise, inform, and update School committees on matters of research ethics and integrity
- e. to ensure compliance with the *Concordat to Support Research Integrity* and any other significant external policies or standards relevant to University research
- f. to review anonymised accounts from any investigations into allegations of misconduct in research, offering advice and making recommendations from their outcomes
- g. to consider reports from Research and Knowledge Exchange Committee on the management of research ethics and integrity and offer advice and make recommendations;
- h. to assure the provision of appropriate training for research ethics and integrity;
- i. to consider and offer guidance on cases of uncertainty and make decisions on cases which cannot be resolved by the Animal Welfare and Ethical Review Body (AWERB) or any one of the C-RECs; to hear appeals from applicants relating to decisions of those Committees;
- j. to seek clarification from the University's external advisors or other expert bodies, as necessary, on matters of policy and practice in relation to research ethics and integrity;
- k. to receive regular reports from the C-RECs, the AWERB and the Research Governance and Quality Assurance Committee, cooperating and communicating to ensure complementary oversight and understanding of any inter-related areas.

(2) *Composition:*

Membership

Appointed by the Vice-Chancellor:

Chair – An experienced University researcher with a significant practical understanding of research ethics and/or the application of the principles of research integrity
(Term – two years renewable once)

Members appointed by the Chair to reflect the diversity of research at the University

RESEARCH ETHICS, INTEGRITY AND GOVERNANCE

Representatives from each of the Cross-School Research Ethics Committees:
Social Sciences and Arts Cross-School Research Ethics Committee (SSARTS C-REC) – 3
Science and Technology Cross-School Research Ethics Committee (SCITEC) – 2
Brighton and Sussex Medical School Research Ethics Committee (BSMS RGEC) – 1
School Research Ethics Officers – 3
(Term – three years renewable once)

Lay members (2)

Ex-Officio members

The Chairs of the three Cross-School Research Ethics Committees (3)
The Chair or Deputy-Chair of the AWERB
The Chair of the Research Governance and Quality Assurance Committee

In attendance:

The Pro VC (Research)
Director of Research & Enterprise Services
Research Governance Officer
The Cross-School Research Ethics Committee Administrators (x 3)

(3) *Reports to: Senate*

A quorum shall consist of a third of members of the Committee (5)
Secretarial duties – Research & Enterprise Services

Approved by:
Research Ethics and Integrity Committee, 10 February 2021
Research and Knowledge Exchange Committee, 24 May 2021

Queries: rgoffice@sussex.ac.uk

<http://www.sussex.ac.uk/staff/research/governance>