

# Research Ethics Committee

The University Research Ethics Committee (UREC) meets a minimum of four times a year and on an ad hoc basis.

## Terms of Reference:

1. Reviewing the University's 'Ethics Policy Governing Research Involving Human Participants, Personal Data and Human Tissue' and associated documentation on at least a five-yearly basis, and ongoing review of the Policy, including providing guidance on its interpretation.
2. Upholding adherence to this Policy and the University's Ethics Review Procedure (a part of the Policy), including:
  - (a) auditing the ethics review arrangements in place within departments on at least a five-yearly basis, including the review of a sample of applications and corresponding decisions;
  - (b) monitoring the ethics review arrangements in place within departments, which includes reviewing information from departments on an annual basis;
  - (c) providing guidance on cases of uncertainty brought to its attention by departments' ethics review panels and for making decisions on cases that cannot be resolved by ethics review panels;
  - (d) hearing appeals against the decisions made by academic departments' ethics review panels (the Committee can overrule the decisions of ethics review panels);
  - (e) in the event of concerns arising about whether a research proposal or ongoing research activity complies with the University's Research Ethics Policy, suspending the approval process for that proposal, or suspending the research activity in question, pending further investigation.
3. Promoting awareness and understanding of ethical issues in research throughout the University's research community (i.e. ethical issues that are relevant to research that involves human participants and also ethical issues that are relevant to other types of research).
4. To provide advice on any ethical matters relating to research that are referred to it from within the University.
5. Keeping abreast of new externally-driven developments, policies and regulations concerning research ethics and, where appropriate, ensuring that the University meets all necessary requirements.
6. Enabling specific funder requirements regarding ethical review to be met through the provision of relevant members of the Committee to act as ethics reviewers for specific projects (e.g. the provision of a lay member for the review of ESRC-funded applications).
7. To consider Equality, Diversity and Inclusion as an integral part of the Committee's work and decision-making, incorporating an equality impact assessment where appropriate.

Members of the UREC must adhere to the UREC's Terms of Reference.

**Reports to:** Senate.

## Membership:

<i>Chair</i>	Professor Peter Bath	2015-
<i>Deputy Chair</i>	Dr Jennifer Burr	2015-
<i>One ex-officio member</i>	Professor Dave Petley (Vice-President for Research & Innovation)	

Seven employees of the University appointed by the Senate, six of whom represent each of the six Faculties of the University (including the International Faculty), and one representing the Professional Services (to ensure high quality representation of Faculty perspectives, Faculty representatives should commit to serve on the Committee for a minimum of two years in the first instance, and should usually serve no longer than two full terms of three years each (therefore six in total) in that role on the Committee):

Faculty of Arts & Humanities	Dr Carmen Levick (English Literature, Language & Linguistics)	2013-16; 2016-19
Faculty of Engineering	Professor Stephen Beck (Multidisciplinary Engineering Education)	2018-21
Faculty of Medicine, Dentistry & Health	Dr Richard Cooper (School of Health and Related Research)	2015-18, 2018-21
Faculty of Science	Dr Thomas Webb (Psychology)	2018-21
Faculty of Social Sciences	Dr Jo Bates (Information School)	2017-20
International Faculty	Dr Ana Vivas (Psychology)	2018-21
Professional Services	Vacancy	

Four lay members appointed by the Council:

The Venerable Robert A Fitzharris	2004-07, et seq, 2014-15, 2015-16, 2016-19
Ms Margaret Ellis	2016-19
Dr Yog Upadhyay	2016-19
Mrs Maria Clark	2017-20

At least two student representatives, nominated by the Students' Union President	Mr Zeerak Mustafa Waseem Butt (Department of Computer Science) (2018-19)
	Miss Louise Weatherley (Department of Psychology) (2018-19)

Co-opted by the Committee (not more than two co-opted members):

Miss Anne Cutler (University Secretary's Office)	2016-19
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Secretary	Mrs Lindsay Unwin (Research Services)
Minute Secretary	Miss Anita Kenny (Research Services)

**Quorum:** Six members of the committee present, two of whom must be lay members.