

SENATE RESEARCH ETHICS COMMITTEE

**Meeting No. 90 held on Wednesday 27 June 2018
AG01**

MINUTES

Attendance list

Composition		Membership	Initials	10/10/17	14/12/17	14/02/18	09/05/18	27/06/18
Chair		Professor Ron Douglas	RD	✓	✓	N/M	N/M	N/M
Chair		Professor Peter Ayton	PA	N/M	N/M	✓	✓	✓
Chairs of Local Research Ethics Committees (ex officio)	Business	Professor Paul Palmer	PP	A	✓	A	A	✓
	Health Sciences	Dr Nick Drey	ND	✓	✓	✓	A	A
	Computer Science	Professor Jason Dykes	JD	✓	✓	A	✓	✓
	Engineering	Dr Justin Phillips /	JP	Abs	Abs	A	N/M	N/M
		Professor Christoph Bruecker	CB	N/M	N/M	N/M	✓	✓
	Law	Dr Jesse Elvin	JE	N/M	✓	A	✓	A
	Learning, Enhancement & Development	Professor Pam Parker	PPa	A	✓	A	✓	✓
	International Politics	Dr Alexander Lanoszka	AL	A	A	A	A	A
Social Sciences	Dr Simon Susen/Dr Diana Yeh	SS/DY	SS	DY	SS	A	A	
Up to five members from the University's academic staff with expert knowledge		Dr Corinna Haenschel	CH	✓	A	✓	A	A
		Dr Lorna Ryan (Deputy-Chair)	LR	A	✓	✓	✓	A
		Professor Alan Simpson	AS	A	✓	✓	A	A
Up to three external independent members		Andrew Halper	AH	✓	✓	A	✓	A
		Dr Liz Wright	LW	N/M	✓	A	✓	✓
Information Compliance Officer (ex officio)		Caroline Llewellyn	CL	✓	✓	✓	✓	✓
Assistant HR Director, Health Service and Safety (ex officio)		Dr Christine Rajah	CR	✓	✓	A	✓	A
Up to two co-opted members		Professor Roland Petchey	RP	✓	✓	✓	A	✓
Up to two research students		Ylva Baekstrom	YB	✓	A	✓	✓	✓
In attendance	Research Governance & Integrity Manager (Secretary)	Anna Ramberg	AR	✓	✓	✓	✓	✓
	R&E Policy Officer (Coordinator)	Mariah Loukou	ML				✓	✓

Key: ✓ = In Attendance A = Apologies N/M = Not a member R = Representative in attendance Abs = No apologies received

Preliminary Items

1. Apologies and welcome

The Committee noted the apologies for absence. The Chair stated that Dr Corinna Haenschel would be on sabbatical this coming academic year and that Dr Julia Yates would attend meetings on her behalf.

2. Declaration of Conflict of Interest

There were no conflicts of interest.

3. Minutes

The Committee **approved** the minutes of the meeting held on 9th May 2018.

4. Matters Arising

The Committee **noted** the Matters Arising.

5. Updates

Research Ethics Webpages

AR **reported** that the Research Ethics pages were now live. There were still outstanding pages which LR and AS had to send to AR [**Action**].

Research Ethics Management System (incl. reviews)

- Testing sessions were currently organised by Research & Enterprise with REC members to collect feedback on how the functionality of the system.
- The system would not be launched in July as there was additional work that was underway. AR would provide an update at the next meeting [**Action**].
- AR would send PP the log in details and 'how to guide' as she was unable to attend the sessions already organised [**Action**].

Items for Consideration – Research Involving Human Participants

6. To consider the following proposal from the Department of Electrical and Electronic Engineering

- i) Non-invasive measurement of intracranial pressure by optical sensors by P. Kyriacou et. al
Lead: Roland Petchey

The Committee received the above application. The Committee decided to not approve the application due to inconsistencies and lack of information in the provided documentation. The Committee's comments can be found in Appendix 1.

- ii) In-vitro laboratory analysis of blood components by P. Kyriacou et. al
Lead: Christine Rajah

The Committee received the above application. The Committee agreed that the application would be approved by Chair's actions subject to major amendments/clarifications. The Committees comments can be found in Appendix 2.

Items for Consideration – Research Involving Animals

7. There were no items for consideration.

Items for Discussion

8. Amazon Mechanical Turk

The Committee **received** a paper on the online survey system. In discussion the following points were raised:

- The aim of the paper was to raise awareness of issues associated with online platforms such as: i) rewarding participants in line with minimum living wage requirements and ii) ensuring that researchers had the informed consent of participants as involvement in the platform did not mean automatically involvement in the study.
- AR would write a new webpage as it would be useful to know how to utilise crowdsourcing Internet marketplace platforms when recruitment participants. **[Action]**.
- CL would also report back to the Committee on whether there were GDPR issues related to using such platforms **[Action]**.

9. GDPR training

The Committee **deferred** the training due to low attendance numbers. The Committee asked ML to include it as an agenda item for the September meeting **[Action]**.

10. Reorganisation of SASS Research Ethics Committee

The Chair provided a verbal update. However, the Chair suggested that SASS would be presented with a three Committee-system, where Psychology and Sociology would maintain their individual Committees. The remaining Departments would have a single Committee for medium risk applications. This new REC would review medium risk applications. Low risk applications would continue to be reviewed by the Departmental RECs. Committees reviewing medium risk applications would require external representation.

11. Applications Attendance

The Committee **discussed** whether it would be beneficial to invite applicants to attend meetings when/if an application was complex. In discussion, it was stated that this might create difficulties, as at times, that would be mean arguing against an application made by a colleague. SREC members' comments should be made in confidence to ensure that no tension was created between members and staff applicants outside the meeting.

12. Guidelines on Use of Brief Consent

The Committee **discussed** the paper which outlined that brief consent was applicable when i) participation involved minimal effort, ii) data was collected anonymously and iii) questions were of a non-sensitive nature. In discussion, CL pointed out that although this was sensible, it was important to ensure City was GDPR compliant at all times. CL would provide further information on this matter and would present the revised document at a future SREC meeting **[Action]**.

13. Institutional Review Board

There was no business relating to Institutional Review Board of FederalWide.

Items for Information

14. Minutes of Local Ethics Committees

The Committee **noted** the minutes of local committees.

- i. Cass Business School
- ii. Department of English, SASS
- iii. School of Law
- iv. Engineering, SMCSE
- v. Computer Science, SMCSE
- vi. Maternal & Child Health Research, SHS
- vii. Language Communication Science, SHS
- viii. Department of Sociology, SASS
- ix. School of Health
- x. Department of Journalism, SASS
- xi. Music, SASS (none to report)
- xii. LEaD (none to report)

15. Annual Ethics Committee Reports

The Committee **noted** the annual reports from local committees:

- Department of Journalism, SASS
- School of Health Sciences
- Computer Science, SMCSE (not received)

16. Research Ethics Applications

The Committee **noted** the report.

Concluding Items

17. Any other Business

None to discuss.

18. Meeting dates for next academic year (2018/19)

- 26th September: 2-4pm
- 21st November: 2-4pm
- 30th January: 2-4pm
- 13th March: 2-4pm
- 15th May: 2-4pm
- 26th June: 2-4pm

The Committee **asked** ML to reschedule the March and May meetings as they clashed with Senate's meetings [**Action**].

Professor Peter Ayton
Chair of SREC

Miss Mariah Loukou
Coordinator