



Research Ethics Committee: Terms of Reference

The Research Ethics Committee is a sub-committee of the Research Committee. The purpose of the Research Ethics Committee is to consider ethical issues arising from research. This includes research that involves human participants and personal data. It reports to the Research Committee, which, in turn, reports to the Academic Board.

The powers and duties of the Research Ethics Committee have been formally approved by the Board of Trustees at its July 2021 meeting, and are as follows:

1. to advise on and devise appropriate University guidance and policies (for approval by the Academic Board) to ensure that high ethical standards govern all research and engagement activities undertaken by and on behalf of the University.
2. to monitor the implementation of the relevant guidance and policies, establish associated procedures, and recommend to the Academic Board any changes considered necessary in the light of experience or developments in the research landscape.
3. to have overall responsibility for the ethical review process and granting approval for individual research and engagement projects, including research conducted by postgraduate students, to monitor the ethical implications of this research as it progresses, and to approve access to sensitive library collections and materials.
4. to review University of London research activities in the context of the PREVENT duty.
5. to consider and advise on training provision to support the implementation of the University research ethics policies.
6. to advise the Pro Vice-Chancellor (Research and Engagement) on the development and implementation of policy and procedures related to research integrity.
7. to report annually to the Academic Board (via Research Committee) on matters within its remit.

Research Ethics Committee Mode of Operation

Further details of the Research Ethics Committee's mode of operation are as follows:

- (I) Frequency of meetings: The Research Ethics Committee meets at least twice per year, reconvening if necessary.
- (II) Ethical Reviews: Ethical assessments are reviewed by correspondence by a group of expert reviewers (to be determined by the Ethics Committee). Any assessments which have been graded at C will automatically require particular attention from members of the Committee, which is to be given within five working-days.
- (III) Representatives from the School of Advanced Study (SAS), the Senate House Library (SHL), University of London Worldwide (Worldwide) and the University of London Institute in Paris (ULIP), and the Head of Health and Safety, University of London will be consulted as appropriate, and views fed into the Ethics Committee.
- (I) Retrospective Approval: Retrospective Approval requires the Chair's approval, having sought the advice of at least one other member of the Committee.