

# RESEARCH ETHICS COMMITTEE (REC)

## MEETING MINUTES

Friday 24th April 2020 | 11:00am Online Videoconference (via Zoom)

**PRESENT:** **Geraldine Scanlon (Chair)**, Mark Philbin (Vice Chair), Fiona Brennan, Adam Platt, Bert Gordijn, Damian O'Donohue, Mary Sharp, Joss Moorkens, Michael Moriarty, James Gallen, Gavin Brown, Audrey Bryan, Andy Healy, Melrona Kirrane, Ethna Regan

**APOLOGIES:** Michael Parkinson, Peter Nowlan

**REVIEWED BY:**

<b>AGENDA:</b>			
<b>1. AGENDA</b>			
<b>2. REC ETHICAL FRAMEWORK DISCUSSION</b>			
<i>a. Appeals Process</i> <i>b. Documenting REC member workload</i> <i>c. The feasibility and ethical considerations for conducting virtual research with groups of participants in line with risk/vulnerability</i>			
<b>3. APPROVAL OF MINUTES FROM MEETING OF 21<sup>st</sup> FEB 2020 &amp; MATTERS ARISING FROM MINUTES OF THE PREVIOUS MEETING</b>			
<b>4. REVIEW OF RESEARCH PROPOSALS</b>			
<b>5. AOB</b>			
<i>a. Review of Online Research Guidelines</i> <i>b. Discussion regarding the "Ethics of Forensic Medicine in disaster" study. Received ethical approval in country where the research took place but wasn't reviewed by DCU REC.</i>			
<b>KEY COMMENTS/ACTIONS:</b>			
<b>Agenda No.</b>	<b>Comment/Decision</b>	<b>Action</b>	<b>Timescale</b>
1.	Agenda Adopted	N/A	N/A
2.a.	The Research Committee (RC) have asked REC to devise the appeals process. The REC Chair suggested the formation of a sub-committee (3/4 members) to formulate the process.	REC members interested in being involved in the sub-committee to email the REC Chair or <a href="mailto:rec@dcu.ie">rec@dcu.ie</a>	REC Chair requested emails to be received by Tuesday 28 <sup>th</sup> of April.
2.b.	The REC Chair requested committee members to document and provide an estimate of their time spent on REC activities. These will be shared with the RC.	REC committee members to email documented time to <a href="mailto:rec@dcu.ie">rec@dcu.ie</a> .	REC Chair requested that emails be received by Friday 1 <sup>st</sup> of May
2.c.	DCU research community have been approaching <a href="mailto:rec@dcu.ie">rec@dcu.ie</a> for specific information and support to move their research to online	REC members interested in being involved in the sub-committee to email the REC Chair or	REC Chair requested emails to be received by Tuesday 28 <sup>th</sup> of April.

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	<p>platforms.</p> <p>The REC Chair requested committee members to form a sub-committee (3/4 members) to provide input for the guidelines.</p> <p>Issues that the guidelines would need to address include: the informed consent/assent process (using online platforms), child protection issues when using videoconferencing software, etc.</p> <p>Following discussion with REC members it was decided that, rather than the guidelines being prescriptive, they should instead include points that the researcher should consider, when moving their research to online platforms.</p> <p>The REC Chair will be working with the Teaching Enhancement Unit to create online etiquette for researchers and participants.</p>	<p><a href="mailto:rec@dcu.ie">rec@dcu.ie</a></p> <p>The sub-committee to devise a list of scenarios/points that researchers would need to consider/manage when moving their research online.</p> <p>The REC Chair has a meeting with TEU members.</p>	<p>To be developed as soon as possible.</p> <p>N/A</p>
3.	<p>Minutes from previous full committee meeting (21<sup>st</sup> February 2020) were approved.</p> <p>The writing of the REC framework has been put on hold by the REC Chair due to time constraints, as a result of COVID-19.</p> <p>DCUREC/2020/034 REC approval pending updated online consent form from applicant.</p> <p>Total of 8 amendments to existing protocols which have been approved in the period of</p>	<p>N/A</p> <p>REC Administrator to contact applicant and ask them to get in phone contact with REC Chair.</p> <p>N/A</p>	<p>N/A</p> <p>N/A</p> <p>N/A</p>

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	the 21 <sup>st</sup> of February 2020 – 24 <sup>th</sup> April 2020		
<b>4. REVIEW OF RESEARCH PROPOSALS:</b> Please note all REC Numbers highlighted in italics are from the Virtual Committee Meeting held on the 20th March 2020. All REC Ref Numbers highlighted in <b>RED</b> are COVID-19 related applications which were reviewed outside of usual REC meeting dates.			
<b>REC Ref No.</b>	<b>Comments</b>	<b>Decision</b>	
<i>2020_049</i>	<i>Approved</i>	<i>Approved</i>	
<i>2020_050</i>	<i>Approved</i>	<i>Approved</i>	
<i>2020_051</i>	<i>Approved</i>	<i>Approved</i>	
<i>2020_052</i>	<i>Approved</i>	<i>Approved</i>	
<i>2020_053</i>	<i>Approved</i>	<i>Approved</i>	
<i>2020_054</i>	<i>Approved</i>	<i>Approved</i>	
<i>2020_055</i>	<i>Approved</i>	<i>Approved</i>	
<i>2020_056</i>	<i>Approved</i>	<i>Approved</i>	
<i>2020_057</i>	<i>Approved</i>	<i>Approved</i>	
<i>2020_058</i>	<i>Requires clarification(s)</i>	<i>Pending Clarification(s)</i>	
<i>2020_059</i>	<i>Approved</i>	<i>Approved</i>	
<i>2020_060</i>	<i>Approved</i>	<i>Approved</i>	
<i>2020_061</i>	<i>Approved</i>	<i>Approved</i>	
<i>2020_062</i>	<i>Requires clarification(s)</i>	<i>Pending Clarification(s)</i>	
<i>2020_063</i>	<i>Approved</i>	<i>Approved</i>	
<i>2020_064</i>	<i>Approved</i>	<i>Approved</i>	
<i>2020_065</i>	<i>Application withdrawn by applicant</i>	<i>Withdrawn</i>	
<i>2020_066</i>	<i>Requires clarification(s)</i>	<i>Pending Clarification(s)</i>	
<i>2020_067</i>	<i>Approved</i>	<i>Approved</i>	
<b>2020_068</b>	<b>Approved</b>	<b>Approved</b>	
<i>2020_069</i>	<i>Requires clarification(s)</i>	<i>Pending Clarification(s)</i>	
<b>2020_070</b>	<b>Approved</b>	<b>Approved</b>	
<i>2020_071</i>	<i>Requires clarification(s)</i>	<i>Pending Clarification(s)</i>	
<i>2020_072</i>	<i>Requires clarification(s)</i>	<i>Pending Clarification(s)</i>	
<i>2020_073</i>	<i>Requires clarification(s)</i>	<i>Pending Clarification(s)</i>	
<i>2020_074</i>	<i>Approved</i>	<i>Approved</i>	
<i>2020_075</i>	<i>Requires clarification(s)</i>	<i>Pending Clarification(s)</i>	
<i>2020_076</i>	<i>Requires clarification(s)</i>	<i>Pending Clarification(s)</i>	
<b>2020_077</b>	<b>Approved</b>	<b>Approved</b>	
<i>2020_078</i>	<i>Approved</i>	<i>Approved</i>	

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2020_079	Requires clarification(s)	Pending Clarification(s)
2020_080	Requires clarification(s)	Pending Clarification(s)
2020_081	Approved	Approved
2020_082	Requires clarification(s)	Pending Clarification(s)
2020_083	Approved	Approved
2020_084	Approved	Approved
2020_085	Approved	Approved
2020_086	Requires clarification(s)	Pending Clarification(s)
2020_087	Approved	Approved
2020_088	Approved	Approved
2020_089	Approved	Approved

#### KEY COMMENTS/ACTIONS:

Agenda No.	Comment/Decision	Action	Timescale
5.a.	<p>Review of Online Research Guidelines:</p> <p>The guidelines should not be prescriptive. Instead they should put the onus on the researcher to consider the potential risks, when moving their research online.</p> <p>REC should continue to review on a case-by-case basis but could provide a list of considerations/points that researchers should consider when developing their applications.</p> <p>The Online Research Guidelines that are disseminated to staff need to reference a link to the DCU Data Protection Office and Information Systems Services list of endorsed and approved online platforms (i.e. Zoom, FaceTime, etc.).</p> <p>Should the RC be asked to design these materials for researchers instead?</p>	<p>Sub-committee to be formed to devise a list of considerations that applicants should consider.</p>	<p>Interested members to contact REC chair by Tuesday 28<sup>th</sup> of April.</p>
5.b.	<p>"Ethics of Forensic Medicine in disaster" study discussion – received ethical approval in country where the research</p>	<p>REC Administrator to email the study supervisor and the Dean of Graduate</p>	<p>24<sup>th</sup> of April 2020.</p>

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	<p>took place but wasn't reviewed by DCU REC.</p> <p>REC members were asked whether they were happy to acknowledge and accept the approval from the Ethics Committee based in India.</p> <p>After discussion, the REC accepted the study's approval from the Ethics Committee, based in India.</p>	<p>Studies to inform them of the REC's decision.</p>	
5.c.	<p><b>Next REC Committee meeting scheduled for 22<sup>nd</sup> May 2020</b></p>	N/A	N/A