

# RESEARCH ETHICS COMMITTEE (REC)

## MEETING MINUTES

**Friday 22<sup>nd</sup> January 2021 | 11:00am Online Videoconference (via Zoom)**

**PRESENT: Geraldine Scanlon (Chair)**, Adam Platt, Fiona Brennan, Brendan Egan, Andy Healy, Michael Parkinson, Ethna Regan, Kate Irving, Mary Sharp, Peter Nowlan, Damian O'Donohue, Claire Mccarrick, Ellen Drumm, Marta Rocchi, Melrona Kirrane, Gavin Brown, Martin Ward, Noel Prior, Joan O'Connell

**APOLOGIES:** Bert Gordijn, Audrey Bryan

**REVIEWED BY:**

<b>AGENDA:</b>			
<b>1. AGENDA</b>			
<b>2. REC CHAIR UPDATE</b>			
<ul style="list-style-type: none"> <li>a. <i>Welcome to DPU</i></li> <li>b. <i>Update from Research Committee</i></li> </ul>			
<b>3. APPROVAL OF MINUTES FROM MEETING OF 18<sup>th</sup> December 2020 &amp; MATTERS ARISING FROM MINUTES OF THE PREVIOUS MEETING</b>			
<b>4. REVIEW OF RESEARCH PROPOSALS</b>			
<b>5. UPDATE FROM THE ANIMAL WELFARE BODY (AWB)</b>			
<b>6. AOB</b>			
<ul style="list-style-type: none"> <li>a. <i>Legal limitations to data confidentiality in anonymous research</i></li> <li>b. <i>Disposal of data</i></li> <li>c. <i>REC comments sent to applicants</i></li> </ul>			
<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	<p>REC Chair introduced members from the data protection unit (DPU) to the REC meeting.</p> <p>DPU will be attending REC meetings on a pilot basis. DPU will provide feedback on applications and confirm that applicants, who meet the criteria for DPU engagement in the REC application form, have been in contact with the DPU.</p>	N/A	N/A
2.b	<p>The REC Chair fed back to members following the last Research Committee (RC) meeting.</p> <p>A document has been submitted to the RC outlining the requirements that need to be put</p>	REC Chair to keep the REC updated.	N/A

**RESEARCH ETHICS COMMITTEE (REC)**

**MEETING MINUTES**

	<p>in place in order to facilitate devolvment. The REC Chair is still unsure as to when devolvment will happen, however, some faculties will devolve before others.</p> <p>The workload and resources that are required to implement devolvment have been communicated by the REC Chair to the RC.</p> <p>There is still ongoing discussion as to how risk of applications will be assessed by faculties. From a REC perspective, risk is dictated by the context of the research and is therefore assessed on a case-by-case basis. The REC Chair has recommended that the RC organise a meeting between REC, DPU, ISS, TEU, COO, legal representatives, etc. to decide on the level of risk that should be reviewed at a faculty level.</p> <p>It has also been recommended by the REC Chair, to the RC, that the Chair of each Faculty Research Ethics Panel (FREP) attends REC meetings to provide a report on research reviewed at a local level. This will support good communication practices between the FREPs and REC.</p>		
3.	<p>Minutes from previous full committee meeting (18<sup>th</sup> December 2020) were approved.</p> <p>Outstanding applications are awaiting responses from applicants.</p> <p>Total of 7 amendments to existing protocols which have been approved in the period of the 18<sup>th</sup> December 2020 – 22<sup>nd</sup> January 2021</p>	<p>N/A</p> <p>N/A</p> <p>N/A</p>	<p>N/A</p> <p>N/A</p> <p>N/A</p>
<p><b>3. REVIEW OF RESEARCH PROPOSALS:</b> All REC Ref Numbers highlighted in <b>RED</b> were applications reviewed outside of usual REC meeting dates.</p>			
<p><b>REC Ref No.</b></p>	<p><b>Comments</b></p>	<p><b>Decision</b></p>	

## RESEARCH ETHICS COMMITTEE (REC)

### MEETING MINUTES

2020_286	Requires clarification(s)	Pending Clarification(s)
2020_287	Requires clarification(s)	Pending Clarification(s)
2020_288	Requires clarification(s)	Pending Clarification(s)
2020_289	Requires clarification(s)	Pending Clarification(s)
2020_290	Approved	Approved
2021_001	Approved	Approved
2021_002	Requires clarification(s)	Pending Clarification(s)
2021_003	Requires clarification(s)	Pending Clarification(s)
2021_004	Requires clarification(s)	Pending Clarification(s)
2021_005	Requires clarification(s)	Pending Clarification(s)
2021_006	Approved	Approved
2021_007	Requires clarification(s)	Pending Clarification(s)
2021_008	Requires clarification(s)	Pending Clarification(s)
2021_009	Requires clarification(s)	Pending Clarification(s)
2021_010	Requires clarification(s)	Pending Clarification(s)
2021_011	Requires clarification(s)	Pending Clarification(s)
2021_012	Requires clarification(s)	Pending Clarification(s)
2021_013	Approved	Approved
2021_014	Requires clarification(s)	Pending Clarification(s)
2021_015	Requires clarification(s)	Pending Clarification(s)
2021_016	Requires clarification(s)	Pending Clarification(s)
2021_017	Requires clarification(s)	Pending Clarification(s)
2021_018	Requires clarification(s)	Pending Clarification(s)
2021_019	Approved	Approved
2021_020	Requires clarification(s)	Pending Clarification(s)

#### KEY COMMENTS/ACTIONS:

Agenda No.	Comment/Decision	Action	Timescale
5.	No update due to lack of time.	AWB update to be provided at the next REC committee meeting.	Next meeting is 19 <sup>th</sup> February 2021

## RESEARCH ETHICS COMMITTEE (REC)

### MEETING MINUTES

6.a.	Legal limitations to data confidentiality should be encouraged to be included in the plain language statement (PLS) for all applicants, even if the survey is anonymous (anonymous surveys often have open text boxes which may allow for the inadvertent identification or sharing of personal data). Ultimately, however, the REC will be guided by the DPU on this matter, on a case-by-case basis.	N/A	N/A
6.b.	The DPU confirmed that all applicants to REC should be instructed to use a restricted access DCU Google Drive folder for storing electronic research data.	N/A	N/A
6.c.	Due to lack of time, the “Guidelines on Research Ethics Evaluation for DCU REC Members” document wasn’t discussed during the meeting.	Guidelines to be sent to REC members offline.	Guidelines to be sent to REC members prior to next meeting on the 19 <sup>th</sup> of February.
	<b>Next REC Committee meeting scheduled for 19th February 2021</b>	N/A	N/A