

## RESEARCH ETHICS COMMITTEE (REC)

### MEETING MINUTES

**Friday 13th December 2019 | 11:00am in the Formal Boardroom (Invent Building)**

**PRESENT:** **Geraldine Scanlon (Chair)**, Mark Philbin (Vice Chair), Fiona Brennan, Adam Platt, Ethna Regan, Michael Parkinson, Peter Nowlan, Bert Gordijn, Damian O'Donohue, Mary Sharp, Joss Moorkens, Michael Moriarty

**APOLOGIES:** James Gallen, Andy Healy, Melrona Kirrane, Audrey Bryan

**REVIEWED BY:** Fiona Brennan and Geraldine Scanlon

<b>AGENDA:</b>			
1. AGENDA			
2. CHAIR'S REPORT / UPDATE			
3. APPROVAL OF MINUTES FROM MEETING OF 18 <sup>th</sup> OCT 2019 & MATTERS ARISING FROM MINUTES OF THE PREVIOUS MEETING			
4. REVIEW OF RESEARCH PROPOSALS			
5. AOB			
<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.	The Chair provided an update from the Research Committee (RC) meeting of the 20 <sup>th</sup> November. Discussion topics included REC membership recruitment and the appeals/arbitration process. RC will approve the appointments of new REC members. The Chair is still looking at potential solutions to the appeals/arbitration process recommended by the REC report, including contacting other universities to ask about their processes.	Chair to contact other university RECs about their arbitration/appeals process.  Chair meeting with RC at end of January 2020	Not defined
2.	The Chair has met with every Dean and most of the ADRs for each faculty. The Deans reiterated their appreciation of REC members and the work they do to facilitate research. Faculties had queries about the RECs comments on methodologies. Triaging REC applications via a faculty ethics advisor was also put forwards by the Chair to the Deans and	REC administrator to send out Doodle Poll to REC members for January 2020 Meeting.	18 Dec 2019

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	<p>ADR.</p> <p>It was decided that the REC need to meet for half a day in January 2020 to discuss the items raised above and, as a consequence, review and potentially modify the REC terms of reference.</p>		
2.	<p>The Chair reported back on the positive feedback from applicants who have attended the ethics clinic.</p> <p>REC Chair is in the process of addressing GDPR issues, risk assessment, and child protection workshops for applicants. All are currently under discussion with the relevant contacts within the University, e.g. the Data Protection Office.</p> <p>The Chair is looking to move the REC application and review process on to Loop. This is currently a work in progress, further updates will be provided to the committee once available.</p>	N/A	N/A
3.	<p>Minutes from previous full committee meeting (18<sup>th</sup> October 2019) were approved.</p> <p>No pending applications from previous REC meetings require approval.</p> <p>There have been a total of 10 amendments to existing protocols which have been approved in the period of the 18th of October – 13th of December 2019</p>	N/A	N/A
<p><b>4. REVIEW OF RESEARCH PROPOSALS:</b> Please note all REC Numbers highlighted in Italics are from the Virtual Committee Meeting held on the 15th November 2019</p>			
REC Ref No.	Comments	Decision	
<i>2019_175</i>	<i>Approved</i>	<i>Approved</i>	
<i>2019_176</i>	<i>Approved</i>	<i>Approved</i>	
<i>2019_177</i>	<i>Approved</i>	<i>Approved</i>	
<i>2019_178</i>	<i>Approved</i>	<i>Approved</i>	
<i>2019_179</i>	<i>Approved</i>	<i>Approved</i>	

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2019_180	Approved	Approved
2019_181	Approved	Approved
2019_182	Approved	Approved
2019_183	Approved	Approved
2019_184	Approved	Approved
2019_185	Approved	Approved
2019_186	Requires clarification(s)	Pending Clarification(s)
2019_187	Requires clarification(s)	Pending Clarification(s)
2019_189	Approved	Approved
2019_200	Approved	Approved
2019_201	Requires clarification(s)	Pending Clarification(s)
2019_202	Approved	Approved
2019_203	Approved	Approved
2019_204	Requires clarification(s)	Pending Clarification(s)
2019_205	Approved	Approved
2019_206	Requires clarification(s)	Pending Clarification(s)
2019_207	Requires clarification(s)	Pending Clarification(s)
2019_208	Approved	Approved
2019_209	Approved	Approved
2019_210	Requires clarification(s)	Pending Clarification(s)
2019_211	Requires clarification(s)	Pending Clarification(s)
2019_212	Approved	Approved
2019_213	Approved	Approved
2019_214	Requires clarification(s)	Pending Clarification(s)
2019_216	Requires clarification(s)	Pending Clarification(s)
2019_217	Approved	Approved
2019_218	Approved	Approved
2019_219	Under Review	Pending
2019_220	Approved	Approved
2019_221	Approved	Approved
2019_222	Requires clarification(s)	Pending Clarification(s)
2019_223	Approved	Approved
2019_224	Requires clarification(s)	Pending Clarification(s)
2019_225	Approved	Approved
2019_226	Requires clarification(s)	Pending Clarification(s)
2019_227	Requires clarification(s)	Pending Clarification(s)

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2019_228	Requires clarification(s)	Pending Clarification(s)	
2019_229	Does not fall within the REC's Remit	REC approval not required	
2019_300	Requires clarification(s)	Pending Clarification(s)	
<b>KEY COMMENTS/ACTIONS:</b>			
<b>Agenda No.</b>	<b>Comment/Decision</b>	<b>Action</b>	<b>Timescale</b>
5.	<b>Next Full REC Committee meeting scheduled for 21<sup>st</sup> February 2020</b>	N/A	N/A