

# RESEARCH ETHICS COMMITTEE (REC)

## MEETING MINUTES

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

**PRESENT: Melrona Kirrane (Chair)**, Adam Platt, Fiona Brennan, Michael Parkinson, Kate Irving, Damian O'Donohue, Claire McCarrick, Noel Prior, Anne Morrissey, Gareth Jones, Mengting Wang, Andy Healy, Michael Breen, Bert Gordijn, Joan O'Connell, Brendan Egan, Dónal Mulligan, Aisling Ní Dhiorbhain

**APOLOGIES:**, Audrey Bryan, Marta Rocchi (on leave), Peter Nowlan, Martin Ward, Geraldine Healy, Silvia Rocchetta, Mary Sharp, Ellen Drumm

**REVIEWED BY:** DCU REC

<b>AGENDA:</b>			
<b>1. ADOPTION OF AGENDA</b>			
<b>2. REC CHAIR INTRODUCTION</b>			
<ul style="list-style-type: none"> <li><i>a. Introduction to Dr. Silvia Rocchetta</i></li> <li><i>b. Review of local school/unit undergraduate and taught masters activity reports (2020-2021)</i></li> <li><i>c. Update from Research Committee</i></li> </ul>			
<b>3. UPDATE FROM THE AWB</b>			
<b>4. APPROVAL OF MINUTES FROM MEETING OF 24<sup>th</sup> September 2021 &amp; MATTERS ARISING FROM MINUTES OF THE PREVIOUS MEETING</b>			
<b>5. REVIEW OF RESEARCH PROPOSALS</b>			
<b>6. AOB</b>			
<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 REC Chair welcomed Dr. Silvia Rocchetta to the committee. Dr Rocchetta will be filling in for Dr. Marta Rocchi during her maternity leave.	N/A	N/A
2.b.	<p>There were no specific comments about the content of the reports that had been reviewed.</p> <p>The REC Chair highlighted that not all the reports were consistent with the template.</p> <p>Questions were raised by members regarding the retention of local reports and the retention of applicant data by local ethics panels and DCU REC. Currently DCU REC retains historical</p>	REC Administrator to follow-up with REC Chair and Secretary regarding the destruction of data.	Not defined.

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	<p>records of applications that have been submitted for DCU REC approval but can look at setting a timeframe for destroying application forms that are submitted to REC. However, the REC would still retain the data stored in the tracker which keeps a record of all studies that have been approved.</p>		
2.c.	<p>The REC Chair attended her first Research Committee (RC) meeting on the 29<sup>th</sup> of September. The following updates were provided to REC:</p> <ul style="list-style-type: none"> <li>- REC Chair was introduced and welcomed to RC.</li> <li>- REC Chair informed RC that the new REC application, review and approval admin system is being rolled out in October.</li> <li>- REC Chair informed RC that the DPU, in collaboration with REC, provided GDPR training for researchers on the 20<sup>th</sup> of September.</li> <li>- Dr. Marta Rocchi is now on maternity leave. Will be replaced on the REC by Dr. Silvia Rocchetta (in the interim).</li> </ul>	No action required.	N/A
3.	<p>The Animal Care and Welfare Officer provided an update from the recent Animal Welfare Body (AWB) meeting:</p> <ul style="list-style-type: none"> <li>- Not much to update at the moment as not much research currently ongoing within the Bio-Resource Unit (BRU)</li> <li>- ACWO previously circulated a memo from the HPRA regarding the requirement for researchers to utilise non-animal methods for the production and development of antibodies. After discussion with the relevant individuals, it was confirmed to the ACWO that the HPRA is not expecting all research to be able to conform to this</li> </ul>	N/A	N/A

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	standard. However, all projects must show that they have exhausted all non-animal methods.		
4.	<p>REC Administrator confirmed that they, the REC Chair and Secretary were in the process of collating information from local school/faculty ethics panels to ascertain local processes.</p> <p>The minutes from the previous full committee meeting (24<sup>th</sup> September 2021) were approved.</p> <p>A total of 6 amendments to existing protocols have been approved in the period of the 24<sup>th</sup> September 2021 – 22<sup>nd</sup> October 2021</p>	Once this feedback has been collated an update will be provided to REC members.	As soon as possible.

**5. REVIEW OF RESEARCH PROPOSALS:** All REC Ref Numbers highlighted in **RED** were applications reviewed outside of usual REC meeting dates.

REC Ref No.	Comments	Decision
2021_212	Requires clarification(s)	Pending Clarification(s)
2021_213	Requires clarification(s)	Pending Clarification(s)
2021_214	Approved	Approved
2021_215	Requires clarification(s)	Pending Clarification(s)
2021_216	Requires clarification(s)	Pending Clarification(s)
2021_217	Requires clarification(s)	Pending Clarification(s)
2021_218	Approved	Approved
2021_219	Requires clarification(s)	Pending Clarification(s)
2021_220	Requires clarification(s)	Pending Clarification(s)
2021_221	Requires clarification(s)	Pending Clarification(s)
2021_222	Approved	Approved
2021_223	Approved	Approved
2021_224	Requires clarification(s)	Pending Clarification(s)
2021_225	Approved	Approved
2021_226	Requires clarification(s)	Pending Clarification(s)
2021_227	Requires clarification(s)	Pending Clarification(s)
2021_228	Requires clarification(s)	Pending Clarification(s)
2021_229	Approved	Approved

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2021_230	Requires clarification(s)		Pending Clarification(s)
KEY COMMENTS/ACTIONS:			
Agenda No.	Comment/Decision	Action	Timescale
6.a	<p>REC members were invited to provide feedback on the DPU memo to REC that had been circulated prior to the meeting.</p> <p>The REC were happy to approve the memo for circulation to other local ethics panels within the Schools/Faculties.</p> <p>Noel Prior from the DPU mentioned that he will be circulating a memo regarding health research and the corresponding data protection considerations to the REC Chair. This document will then be circulated to REC members prior to our next REC meeting.</p>	<p>REC administrator to circulate the DPU memo to other local ethics panels within the Schools/Faculties (copying in Noel Prior from the DPU).</p>	<p>As soon as possible.</p>
6.b.	<p>REC members were invited to provide feedback on the new REC application, review and approval admin system.</p>	<p>REC administrator to provide specific guidance and fix issues that arose for members this month.</p>	<p>Changes to be made prior to the next REC meeting.</p>
	<p><b>Next REC Committee meeting scheduled for 19<sup>th</sup> November 2021</b></p>	<p>N/A</p>	<p>N/A</p>