

RESEARCH ETHICS COMMITTEE (REC)

MEETING MINUTES

Friday 25th March 2022 | 11:00am Online Videoconference (via Zoom)

PRESENT: Melrona Kirrane (Chair), Michael Parkinson (Vice-Chair) Adam Platt (REC Administrator), Fiona Brennan (REC Secretary), Peter Nowlan, Audrey Bryan, Gareth Jones, Kate Irving, Mengting Wang, Michael Breen, Bert Gordijn, Ellen Drumm, Mary Sharp, Anne Morrissey, Damian O'Donohue, Martin Ward (DPU), Geraldine Healy (DPU), Aisling Ní Dhiorbhain (IoE FERP Chair).

APOLOGIES: Silvia Rocchetta, Brendan Egan, Claire McCarrick, Andy Healy, Dónal Mulligan (FHSS F-REC Chair), Joan O'Connell (DPU).

REVIEWED BY: DCU REC

AGENDA:			
1. ADOPTION OF AGENDA			
2. REC CHAIR UPDATE			
3. APPROVAL OF MINUTES FROM MEETING OF 25 th February 2022 & MATTERS ARISING FROM MINUTES OF THE PREVIOUS MEETING			
4. FHSS F-REC CHAIR UPDATE			
5. AWB UPDATE			
6. REVIEW OF RESEARCH PROPOSALS			
7. AOB			
KEY COMMENTS/ACTIONS:			
Agenda No.	Comment/Decision	Action	Timescale
1.	Agenda Adopted	N/A	N/A
2.	<p>The REC Chair provided an update to REC. The following are summations of the main updates:</p> <ul style="list-style-type: none"> - The REC chair delivered a presentation on the DCU research ethics process to post-graduate students, as part of their research integrity programme. The REC Chair went through the current REC application form and highlighted common errors and omissions. - A revised REC amendment form was provided to REC members, prior to the meeting, for review. Due 	<p>N/A</p> <p>REC administrator to make these changes to the REC amendment form and</p>	<p>N/A</p> <p>To be included in the workload for the next REC meeting on the 29th</p>

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	<p>to the volume of amendments received, applicants will be asked to upload their amendments via the Research Ethics Application Portal. Amendments will be reviewed in parallel with initial REC application form submissions to reduce the burden on the REC Chair. The new REC amendment form will also include wording that clarifies what constitutes an amendment (i.e. a change to an approved study protocol that doesn't change the overall research question). The ACWO pointed out that amendments to the HPRA for animal studies have never required (and wouldn't need) separate REC approval.</p>	<p>include for review/discussion at the next REC meeting.</p>	<p>of April, 2022.</p>
3.	<p>The minutes from the previous full committee meeting (25th February 2022) were approved.</p> <p>Outstanding applications DCUREC/2021/236 and DCUREC/2022/013 were discussed with REC members and members of the DPU.</p> <p>A total of 12 amendments to existing protocols have been approved in the period of the 25th February 2022 – 25th March 2022.</p>	<p>N/A</p> <p>REC administrator to feed back to the applicants for both projects.</p> <p>N/A</p>	<p>N/A</p> <p>As soon as possible.</p> <p>N/A</p>
4.	<p>The FHSS F-REC Chair provided a written update in their absence:</p> <ul style="list-style-type: none"> - 5 low-risk applications received and reviewed for March 2022. - Request for REC administrator to provide number of other applications from FHSS applications submitted to DCU REC in 2022. - Currently working to standardise undergraduate and 	<p>REC administrator to provide numbers to FHSS F-REC Chair.</p>	<p>At the next REC meeting on the 29th April 2022.</p>

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	<p>postgraduate ethics procedures and forms across the faculty.</p> <ul style="list-style-type: none"> - Reviewing procedures and policies in other institutions regarding practice-based PhDs. 		
5.	<p>The Animal Care and Welfare Officer (ACWO) provided the following update:</p> <ul style="list-style-type: none"> - There will be two upcoming submissions to DCU REC for projects involving animals in the coming months. 		

6. 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
2022_056	Requires clarification(s)	Pending Clarification(s)
2022_057	Approved	Approved
2022_058	Requires clarification(s)	Pending Clarification(s)
2022_059	Approved	Approved
2022_060	Requires clarification(s)	Pending Clarification(s)
2022_061	Requires clarification(s)	Pending Clarification(s)
2022_062	Approved	Approved
2022_063	Requires clarification(s)	Pending Clarification(s)
2022_064	Approved	Approved
2022_065	Requires clarification(s)	Pending Clarification(s)
2022_066	Requires clarification(s)	Pending Clarification(s)
2022_067	Requires clarification(s)	Pending Clarification(s)
2022_068	Requires clarification(s)	Pending Clarification(s)
2022_069	Requires clarification(s)	Pending Clarification(s)
2022_070	Requires clarification(s)	Pending Clarification(s)
2022_071	Requires clarification(s)	Pending Clarification(s)
2022_072	Approved	Approved
2022_073	Requires clarification(s)	Pending Clarification(s)
2022_074	Requires clarification(s)	Pending Clarification(s)

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2022_075	Requires clarification(s)	Pending Clarification(s)
2022_076	Requires clarification(s)	Pending Clarification(s)
2022_077	Requires clarification(s)	Pending Clarification(s)
2022_078	Requires clarification(s)	Pending Clarification(s)

KEY COMMENTS/ACTIONS:

Agenda No.	Comment/Decision	Action	Timescale
6.	No AoB for discussion	N/A	N/A
	Next REC Committee meeting scheduled for 29th April 2022	N/A	N/A