

RESEARCH ETHICS COMMITTEE (REC)

MEETING MINUTES

Friday 28th January 2022 | 11:00am Online Videoconference (via Zoom)

PRESENT: Melrona Kirrane (Chair), Adam Platt, Fiona Brennan, Michael Parkinson, Damian O'Donohue, Claire McCarrick, Gareth Jones, Andy Healy, Kate Irving, Mengting Wang, Michael Breen, Bert Gordijn, Brendan Egan, Silvia Rocchetta, Ellen Drumm, Anne Morrissey, Mary Sharp, Dónal Mulligan (FHSS F-REC Chair), Joan O'Connell (DPU), Geraldine Healy (DPU)

APOLOGIES: Audrey Bryan, Marta Rocchi (on leave), Peter Nowlan, Andy Healy, Bert Gordijn, Brendan Egan, Aisling Ní Dhiorbhain (IoE FERP Chair)

REVIEWED BY: DCU REC

AGENDA:			
1. ADOPTION OF AGENDA			
2. REC CHAIR UPDATE			
3. APPROVAL OF MINUTES FROM MEETING OF 17th DECEMBER 2021 & MATTERS ARISING FROM MINUTES OF THE PREVIOUS MEETING			
4. FHSS F-REC CHAIR UPDATE			
5. REVIEW OF RESEARCH PROPOSALS			
6. AOB			
KEY COMMENTS/ACTIONS:			
Agenda No.	Comment/Decision	Action	Timescale
1.	Agenda Adopted	N/A	N/A
2.	<p>The following are summations of the main updates provided by the REC Chair:</p> <ul style="list-style-type: none"> - The external review of DCU's Research Integrity framework, policies, procedures, training and information systems has concluded. External consultants interviewed the REC Chair and Administrator in relation to this on the 11th of January. - With regard to devolvement of low-risk research to faculty level, both the Institute of Education and Faculty of Engineering 	<p>N/A</p> <p>The REC Chair, Secretary and Administrator to follow-up with the</p>	<p>N/A</p> <p>As soon as possible.</p>

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	<p>and Computing have indicated that they are looking to devolve in the near future. The Chair will update REC once there are further developments.</p> <ul style="list-style-type: none"> - The FHSS F-REC Chair's offer to share their policies, procedures and documents with other faculties was welcomed by REC. 	<p>ADR of the Faculty of Engineering and Computing to ascertain where they are currently at in the process.</p> <p>REC to communicate this to new faculties looking to devolve.</p>	Not defined.
3.	<p>The minutes from previous full committee meeting (17th December 2021) were approved.</p> <p>A total of 6 amendments to existing protocols have been approved in the period of the 17th December 2021 – 28th January 2022</p>	N/A	N/A
4.	<p>The following are summations of the main updates provided by the FHSS F-REC Chair:</p> <ul style="list-style-type: none"> - FHSS F-REC currently meet 6 times per year but are looking to align their meeting schedule with DCU REC. - This month 7 applications were reviewed, 3 approved and 4 required resubmission. One application was escalated to DCU REC for review. Based on best estimates, FHSS F-REC expects an average of 10 applications for review per meeting. - One query FHSS F-REC had related to the transferring of data outside the EU and the collecting of data outside of the EU. The Data Protection Unit (DPU) confirmed that applying 	<p>N/A</p> <p>N/A</p> <p>N/A</p>	<p>N/A</p> <p>N/A</p> <p>N/A</p>

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	<p>GDPR to data that is generated and collected outside of the EU would be best practice. Any data that is transferred outside of the EU would also need to conform with GDPR regulations.</p> <p>- There was discussion regarding the formalities of applications being escalated to DCU REC and the FHSS F-REC application form. REC this month has reviewed an escalated application on the FHSS F-REC application form. REC will follow-up with the FHSS F-REC Chair to discuss this process going forward.</p>	<p>REC to follow-up via email with the FHSS F-REC Chair.</p>	<p>Not defined.</p>
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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
2022_001	Application submitted incorrectly to DCU REC. Applicants followed-up with by REC Administrator.	Withdrawn
2022_002	Requires clarification(s)	Pending Clarification(s)
2022_003	Approved	Approved
2022_004	Requires clarification(s)	Pending Clarification(s)
2022_005	Requires clarification(s)	Pending Clarification(s)
2022_006	Approved	Approved
2022_007	Requires clarification(s)	Pending Clarification(s)
2022_008	Requires clarification(s)	Pending Clarification(s)
2022_009	Requires clarification(s)	Pending Clarification(s)
2022_010	Requires clarification(s)	Pending Clarification(s)
2022_011	Requires clarification(s)	Pending Clarification(s)
2022_012	Requires clarification(s)	Pending Clarification(s)
2022_013	Requires clarification(s)	Pending Clarification(s)

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2022_014	Requires clarification(s)	Pending Clarification(s)	
2022_015	Requires clarification(s)	Pending Clarification(s)	
2022_016	Requires clarification(s)	Pending Clarification(s)	
2022_017	Requires clarification(s)	Pending Clarification(s)	
2022_018	Requires clarification(s)	Pending Clarification(s)	
2022_019	Requires clarification(s)	Pending Clarification(s)	
2022_020	Approved	Approved	
2022_021	Requires clarification(s)	Pending Clarification(s)	
2022_022	Requires clarification(s)	Pending Clarification(s)	
2022_023	Requires clarification(s)	Pending Clarification(s)	
2022_024	Requires clarification(s)	Pending Clarification(s)	
KEY COMMENTS/ACTIONS:			
Agenda No.	Comment/Decision	Action	Timescale
6.	Following discussion on the matter, REC confirmed with DPU that applicants should be listing DCU as the data controller on their PLS forms. This is because DCU is the legal entity. One member raised a comment that they had received from an applicant regarding a decision by the CJEU on this matter but did not have to hand. This will be passed on to the DPU by the REC Administrator.	REC Administrator to forward the comment regarding CJEU decision to the DPU.	As soon as possible.
	Next REC Committee meeting scheduled for 25th February 2022	N/A	N/A