*Version 3 Approved URSC 18 December 2012*

**ETHICS COMMITTEE COMPOSITION**

The membership of the University REC should allow for a sufficiently broad range of experience and expertise so that the rational, aims, objectives and design of the research proposals that it reviews can be effectively reconciled with the dignity, rights, safety and well-being of the people who are likely to take part.

 A minimum of six members of the University with appropriate qualifications and experience. Representation will be sought from across all areas of the University engaged in research requiring ethical approval

 One member of the committee shall be designated Chair and will be supported by a Deputy Chair

 At least one member of the committee shall have appropriate healthcare experience eg medical, nursing, pharmacy or any other allied health profession

 At least one member of the committee shall represent the wider public perspective (Lay membership)

 At least one member of the committee shall represent the University’s postgraduate community

 The committee reserve the right to seek independent expert advice and guidance on individual applications for ethical approval where appropriate.

The quorum of the committee shall be the Chair or Deputy Chair and at least four other members of the committee.

**TERMS OF REFERENCE**

The terms of reference of the University Research Ethics Committee are as follows and are to be understood within its current remit of activities involving humans as subjects of research, academic programmes or consultancy.

1. To advise Schools and Faculties regarding the ethical implications of activities proposed for academic programmes or consultancy.

2. To advise the Academic Enterprise and Research Director regarding the ethical implications of proposed research activities.

3. To advise the Research Degrees Committee regarding the ethical implications of proposals for research which may lead to a postgraduate research qualification.

4. Where necessary to advise University staff and students of the procedures and requirements of research involving human participants which falls under external legislative and regulatory frameworks such as the Research Governance Framework for Health and Social Care (2005), the Human Tissue Act (2004), the Medicines for Human Use (Clinical Trials) Regulations (2004), the Mental Capacity Act (2005) etc

5. To provide oversight, guidance and support to the establishment and conduct of School/Faculty based research ethics committees established to provide advice on the ethical implications of research proposals which may lead to undergraduate or taught masters qualifications.

6. To draw up, review and update as necessary a set of mandatory requirements regarding ethical practice in research, academic programmes and consultancy, and to complement these by a more general code of practice for staff of the University. *Version 3 Approved URSC 18 December 2012*

7. To advise the Academic Board, its sub-committees and the Board of Governors regarding general matters of policy.

8. To receive annual reports from individual School/Faculty based research ethics committees.

9. To report annually to the Research Degrees Committee and the Academic Board.

**ALTERNATES**

Committees may determine that where appropriate, committee members may have named alternates. An alternate will receive all committee papers, have the right to attend all committee meetings and have the right to vote in committee only when the relevant principal member is absent.