

SWANSEA UNIVERSITY/ PRIFYSGOL ABERTAWE
Faculty of Science & Engineering

V1. 15 March 2022

TERMS OF REFERENCE

RESEARCH INTEGRITY, ETHICS AND GOVERNANCE SUB-COMMITTEE (RIEG)

Purpose: to foster and promote a culture of trusted research and good practice on Research Integrity, Ethics and Governance within the Faculty of Science & Engineering in accordance with the provisions set out by Swansea University's Policy Framework on Research Ethics & Governance.

Terms of Reference. Responsibilities on issues of Research Integrity, Ethics & Governance within the Faculty, specifically:

1. To ensure that appropriate ethical considerations are given to research and teaching activities, and that University guidelines are adhered to.
2. To update, as necessary, guidelines and documentation to facilitate the progress of ethical reviews, including research and module assessment forms
3. To provide information to staff and students concerning procedures for ethical screening
4. To ensure that all research conducted by staff and students is ethically screened
5. To enable individuals within the Faculty to raise concerns regarding ethics in research and teaching
6. To refer instances of suspected ethics misconduct to the appropriate committees within the University
7. To liaise with the other Faculties Research Integrity and Ethics Committees, AWERB, the University Research Ethics & Governance Sub Committee, and Learning & Teaching Committees
8. To oversee all matters concerning research integrity, ethics and governance within the Faculty
9. To consider and recommend guidance and processes to ensure the implementation of the University's commitment to the 'Concordat to Support Research Integrity'
10. To advise on the development of processes necessary to implement the University's Policy Framework on 'Research Integrity: Ethics & Governance'
11. To recommend Faculty-wide policies/procedures for research ethics review for compliance with external regulations/legislation relating to research ethics and governance

12. To promote best practice in matters of research Integrity through training and awareness raising
13. To oversee the implementation and promotion of processes that ensure oversight of and compliance with sponsorship requirements, audits and inspections by external bodies
14. To organise the dissemination of research integrity related documentation with a view to raising stakeholder awareness of the processes relating to research governance and ethical approval
15. To ensure that processes are in place that manage research risks appropriately and that risks are mitigated for business continuity and emergency planning
16. To advise on matters referred to by the Faculty Research, Innovation and Impact Committee, or the University Research Integrity, Ethics and Governance Committee
17. To report and make recommendations to the Faculty Research, Innovation, and Impact Committee
18. To help sustain a Faculty Research Community with a Research Culture that empowers individuals to conduct research with the highest standards of integrity.
19. To protect the Institution, its people and their research, sign posting reputational, ethical and security risks within the Faculty processes to help refine processes for research undertaken within the UK and overseas

Composition: Chair (RIEG Lead), NACWO, one expert from each Department nominated by HoS (some departments may wish to nominate the same expert), FSE Health & Safety representative

Reports to: Swansea University Research Integrity Ethics & Governance Committee, FSE Research Committee, Animal Welfare Research Body (AWERB), HoS