Conservatoires UK, UK

Conservatoires UK Research Ethics Committee
Monday 17th January 2022 (2:00pm-4:00pm)

Please note: these minutes are edited by the CUK REC Administrator for public sharing and offer an overview of the discussions but do not contain details of individual contributions to the meeting. For further information, please contact the Administrator of the CUK REC, Dr Joe Parslow, on ethics@cssd.ac.uk

Present:
Stephen Farrier (Chair)
Joe Parslow (Administrator)
Neta Spiro (NS)
Cara Houghton (CUKSN Chair) (CH)
Pamela Lidiard (PL)
Keith Phillips (KP)
Jane Ginsborg (JG)
John Habron (JH)

1. **Membership and Apologies**

The Chair formally thanked Professor Emma Redding for her service on the CUK REC as a former Chair and Member and wished her well in her future endeavours.

Apologies received from:
Alistair MacDonald
James Lea
Rosie Perkins
Terry Clark

2. **Minutes of Last Meeting**

Members noted corrections in the minutes for the Administrator.

2.1. Public Minutes of last meeting *to discuss*

The Administrator shared the proposed public minutes which it was agreed would be displayed on the CUK REC website. The Chair asked members to review these and send any suggestions to the Administrator. The Chair agreed to review these one more time and then these can be published.

3. **Matters Arising** not discussed elsewhere

No Matters arising.

4. **Verbal Report from CUK Research Forum** (Chair)

The Chair noted this is now called the CUK Research and Knowledge Exchange Forum. CUK RKEF received the flow chart produced by CUK REC for deciding how ethics applications get to CUK and how they are reviewed. Current issues being discussed by the Forum include: consortium subscriptions to research funding databases and intellectual property in relation to Knowledge Exchange. The Chair noted valuable presentations from UKRI about Open Access requirements, and noted the impact of these on small and specialist institutions, and the National Centre for Academic and Cultural Exchange around brokering conversation, collaboration and networking.

5. **Current Ethics Data** *to receive*

Members reviewed the current ethics data regarding submissions to CUK REC for ethical review. The Administrator noted that to date in 2021-2, two applications have come from researchers external to CUK institutions who are conducting research within or about CUK institutions. One application has been made by a staff member on an hourly-paid/freelance contract. It was also noted that all applications have received recommendations or requirements, and Members noted that this reflected the integrity and rigour of these reviewing processes.

6. **Research Ethics Training Update:**
    6.1. Dates: 14th March 2022 (2-4pm) *to discuss*

This date was agreed by members. Members noted it would be useful to look at anonymised applications and discuss these. It was noted that it was important to discuss the relationship between methodology and ethics, and to what extent it is the role of ethical reviewers to comment upon methodology. It was also noted that something focussed on internet-mediated research and research ethics would be valuable. The Chair agreed it would be valuable to find an external expert who could provide training in this area. Members also considered it would be useful for people sitting on member institution's RECs who are not part of the CUK REC to attend the training.

    6.2. Anonymised Training Document *to discuss*

The Administrator produced the anonymised applications with permission from reviewers for use until December 2024. These will be circulated with CUK REC Members

7. **CUK REC Website Update (Administrator)** *to discuss*

Members considered and approved the edits made by the Administrator to the text of the CUK REC website pages to be updated asap.

8. **Discussion Item: Current Issues for Research Ethics and Integrity**
   8.1. Ethical Funding Sources - members to bring their own institutional approaches *to discuss*

This item arose around the complex relationship between research ethics and funding. The Chair asked members about how research funding and ethics is approached in CUK institutions. Members noted that there are often polices and approaches to gifting in institutions which cross over with research funding and ethics.

[ACTION: Members to share resources around institutional ethical funding sources or approaches. Send to Administrator for distribution to Members.]

   8.2. Informed Consent/Assent *to discuss*

A wider conversation about informed consent and assent was undertaken following an application for ethical review. Members discussed the complexity of this issue which included referring to the British Psychological Society Code of Human Research Ethics, noting the difference between informed consent (given by parents/guardian) and informed assent for under 18s and the importance of Plain Language statements for research ethics. The place of Postgraduate Taught and Postgraduate Research students was also explored as central to these questions.

   8.3. Data Storage *to discuss*

Members discussed ongoing conversations about data storage, particularly as cloud data storage becomes more ubiquitous, and noted it is incumbent upon researchers and research insinuations to understand where their data is being stored. Members noted institutional and sector-wide good practice here and endeavoured to explore this in their own institutions and research committees.

   8.4. International Ethical Approval *to discuss*

Members discussed the complexity of research ethics in different international settings, including the need to get ethical approval form the institution in which you are working the need for researchers to engage with research ethics in the local context in which tye are working.

9. **Any Other Business**

The Chair noted that they have been asked to present a UKRIO webinar on ethics and practice research and asked for input from Members about useful topics for exploration.

Date of Next Meeting:
Monday 9th May 2022 (2pm-4pm, Zoom)