University of Huddersfield

2018-19 Research Integrity Annual Report

The University's on-going commitment to the Concordat to Support Research Integrity (http://www.universitiesuk.ac.uk/policy-and-analysis/reports/Documents/2012/the-concordat-to-support-research-integrity.pdf) is reflected below.

Commitment 1: We are committed to maintaining the highest standards of rigour and integrity in all aspects of research

The University of Huddersfield subscribes to the principles of the Concordat and is committed to excellence in all aspects of research. As an employer of researchers, the University acts in accordance with the commitments and the related responsibilities for employers of researchers as outlined in the Concordat. This includes fulfilment of the expectations held by funders of research for employers of researchers.

Commitment 2: We are committed to ensuring that research is conducted according to appropriate ethical, legal and professional frameworks, obligations and standards

The senior member of staff who oversees research integrity at the University and acts as the first point of contact for anyone wanting more information on matters of research integrity is Professor Andrew Ball, the Pro-Vice-Chancellor, Research and Enterprise. He chairs the University Research Ethics and Integrity Committee (UREIC).

UREIC reports to Senate and is responsible for ensuring that the governance and policy context for the undertaking of research within the University is optimal i.e. up-to-date with current legislation, ethically appropriate and fit-for-purpose. The policies, codes and framework refer to the University as a whole, including its undergraduate, post graduate and staff researchers and can be found on the University website at:

https://research.hud.ac.uk/strategy/concordat-research-integrity/

The Policy and Code provide an overarching framework for the University's Academic Schools, which have delegated responsibility for research integrity and ethics.

Research activities which require NHS Integrated Research Approval System (IRAS) formal ethical approval have grown beyond the programmes within the School of Human and Health Sciences (SHHS), where an established approval hierarchy has been embedded for many years. Since the beginning of academic year 2017-18, all IRAS approvals for research activities in all Schools, including SHHS, have been routed through Research and Enterprise prior to submission.

The University's School of Applied Sciences (SAS) is the largest user of human tissue in its research activities and the School's Research Committee oversees wider compliance with the Human Tissue Act across the University. The University holds a Human Tissue Licence for storage of relevant materials within SAS (https://www.hta.gov.uk/establishments/university-huddersfield-12641).

UREIC met 3 times during the 2018_19 academic year. All School Research Ethics Committees (SREC) report to UREIC through the minutes of their meetings. No ethical approvals were escalated to UREIC by the academic Schools during 2018_19.

In the autumn of 2018, training in the procedures for security sensitive research projects was given to all recently appointed Associate Deans Research and Enterprise (ADREs) in the Schools of Art,

Design and Architecture, Music, Humanities and Media and the Huddersfield Business School. Through UREIC, ADREs in all Schools were encouraged to further embed the procedures surrounding notification to UREIC of ethics approvals and the use of IT facilities for secure data access and storage. The procedures are documented in the University's Framework for Research Ethics and Integrity:

https://research.hud.ac.uk/media/assets/document/research/strategyandpolicy/UniversityResearch EthicsandIntegrityFrameworkMarch2018.pdf

UREIC reviews the register of approved security sensitive research projects at each of its meetings. The University Research Ethics and Integrity Policy has been reviewed and updated by UREIC in June 2019 to reflect the latest Data Protection and GDPR legislation. The policy is scheduled for review every 3 years as part of the University Policy Framework cycle. The update policy is available at:

https://research.hud.ac.uk/media/policydocuments/Research-Ethics-and-Integrity-Policy.pdf

Each School's Associate Dean Research and Enterprise (ADRE) provides an annual report to UREIC. Key points for 2018-19 are:

- Applied Sciences – The research governance website has been reviewed and refreshed. 36 ethics approval have been granted. School training sessions for 9 staff and 66 PGRs were included within induction processes. In addition, all pharmacy undergraduate research project students (82 students) received training in ethics and research integrity.
- Art, Design and Architecture - The research governance website has been reviewed and refreshed. 37 ethics approvals have been granted. 2 new members of staff, 31 new PhD and 6 Masters by Research students have received training.
- Business School - The research governance website has been reviewed and refreshed. 50 ethics approvals have been granted. 12 applications are still under review. 12 new members of staff have received reviewer training.
- Computing and Engineering – The research governance website has been reviewed and refreshed. 2 ethics approvals have been granted. Staff engagement with research ethics training materials has been difficult to monitor and adoption of a mandatory approach to the new centrally provided Epigeum Research Integrity Concise on-line training has been agreed.
- Education and Professional Development - The research governance website has been reviewed; no changes were needed. 19 ethics approvals have been granted. All staff have received training. An updated online video relating to ethics guidance has been made available and distributed to staff and PGRs requesting confirmation when viewed and understood. Students also routinely receive ethics guidance training at induction.
- Human and Health Sciences - The research governance website has been reviewed and refreshed. 149 ethics approvals have been granted. 6 staff and at least 27 students have received School training.
- Music, Humanities and Media - The research governance website has been reviewed and refreshed. 12 ethics approvals have been granted. 4 new members of staff have received training. Training is built in to all final year project modules. School training sessions for all new PGRs are included within induction.

The School websites include information about the approval processes for research proposals, which are based on the knowledge of discipline specific ethical, legal and professional frameworks and also identify each School's ADRE. The ADRE, supported by a Research Integrity Champion, is responsible

for the communication of and continuous improvement in policy, procedures, support and information for staff and student researchers within their School.

The University's Legal team supports researchers and UREIC with addressing any legal obligations associated with research activities.

Commitment 3: We are committed to supporting a research environment that is underpinned by a culture of integrity and based on good governance, best practice and support for the development of researchers

Central

The University has programmes of training and support for research staff and students. The resources include the following Epigeum modules available via the University's Brightspace virtual learning environment (VLE):

- Research Integrity
    - Arts and Humanities
    - Biomedical Sciences
    - Engineering and Technology
    - Natural and Physical Sciences
    - Social and Behavioural Sciences
    - Research Integrity: Concise
- Research Skills
    - Research Methods
    - Becoming an Ethical Researcher
    - Research Ethics in Practice
    - Transferable skills (includes material on Intellectual Property)

These modules are available on the Brightspace platform.

Face to face and on-line training also include content in areas such as:

- Academic Integrity
- Managing Research Data
- Open Access Publishing
- Intellectual Property

22 PGRs attended a 'Getting Started with your Research Degree' training session which included sections on Ethics, Integrity and Plagiarism.

The content and scope of the centrally provided programmes are reviewed at least annually by Research and Enterprise and the Head of Staff Development.

Schools requested that an e-based learning package for staff and students, covering basic research ethics and integrity, which would form part of mandatory training, including an on screen test, be provided. A package from Epigeum, Research Integrity: Concise, has been implemented using the university VLE platform, Brightspace, in summer 2019. A review of its utilisation will be carried out in academic year 2019-20.

Schools

Discipline specific mentoring, support and training are provided within Schools.

School based training and support is described on the School Research Governance webpages and includes:

- Signposting to the centrally provided Epigeum e-learning modules
- Induction meetings for new staff with the School Associate Dean Research and Enterprise
- Induction meetings for new staff with Research Group Leaders
- Induction presentations on research integrity and ethics for PGRs
- Twice yearly training for staff and PGRs in applying for ethical approval (School of Human and Health Sciences)
- Meetings for new staff with the Designated Individual for the Human Tissue Act licence (School of Applied Sciences)
- Training for Research Ethics Committee Reviewers (Business School)
- Training in Ethics Review Process for staff and PGRs (Business School)
- Annual dissemination event for all academic staff (School of Education)
- Discipline specific and general guidance documentation

Commitment 4: We are committed to using transparent, robust and fair processes to deal with allegations of research misconduct should they arise

The University's procedure for identifying how allegations of misconduct in research are reported and investigated is documented in the staff handbook. The procedure follows UKRIO guidance:

https://research.hud.ac.uk/media/policydocuments/Investigating-Allegations-Of-Misconduct-In-Research.pdf

The named person for receiving allegations of misconduct is Professor Tim Thornton (Deputy Vice Chancellor).

Misconduct in research by students is covered in Section 4 of the Student's Handbook of Regulations, specifically Assessment Regulation 9 available at:

https://www.hud.ac.uk/media/policydocuments/Student-Handbook-of-Regulations.pdf#page=68

Assessment Regulation 9 was reviewed and updated in 2019 by Registry and Graduate Board to bring the procedures in line with OiA guidance e.g. shortened timeline and new grounds for appeal.

The University's Freedom to Speak Up: Whistleblowing Policy and Procedure is available on the university website at:

https://research.hud.ac.uk/media/policydocuments/Whistleblowing-Policy.pdf

Commitment 5: We are working together to strengthen the integrity of research and to reviewing progress regularly and openly

This is the University's fifth annual narrative statement. The University annual statements are publicly available through its website at:

The University is a member of the UKRIO and in May 2019 its Deputy Director Research and Enterprise attended the annual conference in London. We will continue to participate in UKRIO workshops and events to enable us to identify improvements to our processes and procedures and to share best practice.

Formal investigations of research misconduct

In 2018-19, there were 33 formal investigations of research related misconduct by PGR students primarily relating to plagiarism. 22 students were issued with a written caution and allowed to continue with the examination after making appropriate clarifications to the referencing. 8 students were issued with a penalty, including 2 students who were failed: one for contract cheating and one for serious plagiarism. 1 student withdrew from study and the case was not concluded as a result. 2 cases are on-going. The University continues to use Turn-It-In at progression monitoring stages as well as at thesis submission. Improving detection of issues at progression monitoring stages rather than at final examination stage is the key action for the coming year.

In 2018-19, two formal investigations of research related misconduct by staff were carried out. Neither case was upheld.

Dr Tracy Turner
Deputy Director, Research and Enterprise
26 September 2019