University of Huddersfield

2016-17 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/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. In June, UREIC received a proposal from the Director of Research and Enterprise to route all IRAS approvals for research activities in all Schools, including SHHS, through Research and Enterprise prior to submission through IRAS. The proposal was accepted and the new approach is to commence in academic year 2017-18.

The University's School of Applied Sciences (SAS) is the largest user of human tissue in its research activities and has a Human Tissue Committee which 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). The Designated Individual left the University during the year and a new person has been assigned the role.

UREIC met 3 times during the 2016_17 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 2016_17. UREIC encouraged all Schools to make improvements to the monitoring of compliance with ethics approvals by staff and students, in particular to identify any changes in research plans that may need the original ethics approval to be reviewed. All Schools have implemented this within staff appraisal and PGR progression monitoring processes.

UREIC also encouraged continued awareness raising and provision of information for staff and student researchers through the review and updating of School research governance/ethics websites. Improvements made include revised forms, additional guidance and changes in membership of committees.

Each School's Associate Dean Research and Enterprise (ADRE) provides an annual report to UREIC. Key points for 2016_17 are:

- Applied Sciences – The research governance website has been reviewed and updated. 38 ethics approval have been granted. All staff received training on research ethics and integrity at the annual Research Away Day. School training sessions for new staff and PGRs have been included within induction.
- Art, Design and Architecture - The research governance website has been reviewed and updated. 87 ethics approvals have been granted. School training sessions were taken up by 2 staff and 10 PGRs. Ethics approval processes have been incorporated into all taught courses.
- Business School - The research governance website has been reviewed and updated. 49 ethics approvals have been granted. 2 applications were not approved and are still under review. School training sessions were taken up by 10 staff and 20 PGRs.
- Computing and Engineering – The research governance website has been reviewed and updated. No ethics approvals have been granted. Training materials have been promoted to staff and PGRs.
- Education and Professional Development - The research governance website has been reviewed and updated. 34 ethics approvals have been granted. 62 staff and 130 students received training.
- Human and Health Sciences - The research governance website has been reviewed and updated. 92 ethics approvals have been granted. 9 applications are currently under review. 16 staff and 15 PGRs received training.
- Music, Humanities and Media - The research governance website has been reviewed and updated. 6 ethics approvals have been granted. 1 member of staff received training. School training sessions for over 40 PGRs have been 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 named 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, which include the following Epigeum modules available via the University's Unilearn on-line portal:

- Research Integrity
  - o Arts and Humanities
  - o Biomedical Sciences
  - o Engineering and Technology
  - o Natural and Physical Sciences
  - o Social and Behavioural Sciences
- Research Skills
  - o Research Methods
  - o Research Ethics

Face to face and on-line training is also provided in the following areas:

- Academic Integrity
- Managing Research Data
- Open Access Publishing

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

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 Subject Area Leaders and 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 training sessions for staff with the Chair of the School Research Ethics Committee (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:

http://hr.hud.ac.uk/downloads/policies/pdf/1000297.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 - Research misconduct for candidates registered on an approved course of supervised research at

https://www.hud.ac.uk/media/policydocuments/Student-Handbook-of-Regulations.pdf#page=69

The University's Whistleblowing Policy is available on the university website at

http://www-old.hud.ac.uk/media/assets/document/vco/WhistleblowingPolicyFINAL(240316).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 third annual narrative statement. The University annual statements are publicly available through the website at https://research.hud.ac.uk/strategy/research-integrity/.

The University is a member of the UKRIO and in May 2017 its Deputy Associate Dean Research and Enterprise 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 2016-17, there were 6 formal investigations of research related misconduct by PGR students relating to plagiarism, misuse of data and data falsification. 3 investigations resulted in no case to answer and 1 case is on-going. The other 2 related to plagiarism. The University continues to use Turn-It-In at progression monitoring stages as well as at thesis submission.

There were no formal investigations of research related misconduct associated with staff in the 2016-17 academic year.

Dr Tracy Turner
Deputy Director, Research and Enterprise
15 September 2017