

University of Huddersfield

2017-18 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 2017_18 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 2017_18.

At the beginning of academic year 2017_18, improvements were made to the procedures for security sensitive research projects and training given to all the Associate Deans Research and

Enterprise (ADREs) in Schools. UREIC encouraged all Schools to embed the new 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/UniversityResearchEthicsandIntegrityFrameworkMarch2018.pdf>

The procedures have been reviewed during the year and further improvements made to include IT evaluation sign off. UREIC reviews the register of approved security sensitive research projects at each of its meetings.

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, is being procured for implementation in academic year 2018-19.

Each School's Associate Dean Research and Enterprise (ADRE) provides an annual report to UREIC. Key points for 2017-18 are:

- Applied Sciences – The research governance website has been reviewed and updated. 13 ethics approval have been granted. School training sessions for 28 new staff and 60 PGRs were included within induction processes.
- Art, Design and Architecture - The research governance website has been reviewed and updated. 50 ethics approvals have been granted. School training sessions were taken up by 2 staff and 20 PGTs. Short training sessions for course teams have been delivered.
- Business School - The research governance website has been reviewed and updated. 53 ethics approvals have been granted. 4 applications are still under review.
- Computing and Engineering – The research governance website has been reviewed and updated. No ethics approvals have been granted. Student engagement with the research ethics training materials has been monitored using a new School-wide on-line projects database. Staff training will be repeated in 2018-19 to include GDPR.
- Education and Professional Development - The research governance website has been reviewed and updated. 12 ethics approvals have been granted. All staff have received training. Students receive training at induction which is followed up annually. GDPR and British Education Research Association guidance was communicated to all staff and students.
- Human and Health Sciences - The research governance website has been reviewed and updated. 94 ethics approvals have been granted. 4 staff and 40 students have received School training. Compliance monitoring has been introduced.
- Music, Humanities and Media - The research governance website has been reviewed and updated. No ethics approvals have been granted. School training sessions for all new 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
 - Arts and Humanities
 - Biomedical Sciences
 - Engineering and Technology
 - Natural and Physical Sciences
 - Social and Behavioural Sciences
- Research Skills
 - Research Methods
 - Research Ethics

These modules will be transferring to a new platform Brightspace from the beginning of academic year 2018-19.

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

- 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:

<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 - 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=68>

Assessment Regulation 9 was reviewed and updated in 2018 to broaden the definitions of research misconduct for PGRs.

The University's Whistleblowing Policy 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 fourth annual narrative statement. The University annual statements are publicly available through its website at

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

The University is a member of the UKRIO and in May 2018 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 2017-18, there were 39 formal investigations of research related misconduct by PGR students primarily relating to plagiarism. 12 investigations resulted in no case to answer, 17 resulted in

penalties being applied and 10 cases are on-going. The rise in cases is due to improvements in detection. The University continues to use Turn-It-In at progression monitoring stages as well as at thesis submission. Strengthening internal examiner training, supervisor training and progression monitoring are the key actions for the coming year.

One formal investigation of research related misconduct associated with staff in the 2017-18 academic year is in progress.

Dr Tracy Turner
Deputy Director, Research and Enterprise
16 October 2018