

Research, Ethics and Integrity Committee (REIC)

Terms of Reference

Purpose

To consider and make decisions on the ethical dimension of research proposals at all levels (undergraduate, postgraduate and staff) and to oversee research integrity at REU together with oversight and review the connected policies and procedures.

Remit

1. To oversee, on behalf of Senate, all matters relating to the ethical approval of research proposals from staff or students
2. To take oversight of research integrity.

Research in this context embraces all types of research (basic research, applied research, action research, all forms of quantitative, observational and statistical research, artistic research, surveys and interviews and so forth) and includes relevant work undertaken by undergraduate and postgraduate students as part of a dissertation or final research project, that undertaken by staff as individuals or as part of research teams (both within REU and with external collaborative partners).

Research integrity and ethical approval of research studies

3. To maintain oversight of research, research integrity and the governance of research activity, including the guidance on research ethics and on research proposals requiring ethical approval
4. To oversee and monitor the effectiveness of policy, procedures and practices relating to research, research governance and research ethics, keeping them under review and making recommendations to Senate on proposed revisions
5. To consider and make decisions on research proposals requiring ethical approval and set out any requirements, including reporting requirements, on the progress of approved research studies
6. To produce a report for Senate each year on research activities (including the value of any research income or contracts), research integrity and research requiring ethical approval

Constitution

Pro Rector with responsibility for Research and Innovation (Chair)
Research active nominee from each Faculty
Student representative (normally a postgraduate student)
Up to two co-opted members
Secretary to the committee (in attendance)

Quorum

One third of membership to include the Chair (excluding co-opted members)

Frequency of meetings

As required and at least twice per academic year



Reporting and Minutes

Routine reporting is through the Chair and minutes to Senate; the minutes of all meetings are submitted to the next meeting of Senate. Note that closed minutes may be necessary on some matters covered by research ethics and integrity. The minutes will detail all minor changes to policies, procedures and other materials within the remit of REIC; recommendations on substantive changes will be referred to Senate for discussion and approval.

The minutes of all meetings are submitted to the next meeting of REIC for formal approval. Minutes are stored on the Governance SharePoint site (with any closed minutes suitably restricted).

In addition, the Chair makes an annual report to Senate on the effectiveness of the committee's exercise of its responsibilities, making recommendations as appropriate and provides a summary of the work of the committee over the previous operational year.

Approval and modification

Date Approved by Senate	03.10.2025
Modification	None to date
Due for formal review	01.10.2026

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Document Control:

- **Classification:** Public
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- **Related Standards:** QAA UK Quality Code, European Standards and Guidelines (ESG)

