

Faculty Research Ethics Committees

1. Constitution

- 1.1 The [Academic Council](#) has established Committees in each Faculty to be known as the Faculty Research Ethics Committee (FREC). These Committees report to the University Research Ethics Board (UREB).

2. Scope

- 2.1 To implement University regulations, policies and procedures relating to research ethics in the Faculty in accordance with the highest possible standards of integrity and practice. The regulations, policy and procedures are designed to protect the interests of participants, staff and students in the research and also any non human sentient creatures. They apply to all staff and students undertaking research.
- 2.2 To grant ethical approval for research projects as delegated to FRECs in the University [Research Ethics Policy](#) following review of the projects and their relevant risks.

3. Membership

- 3.1 The membership shall be as follows:
- A Chair appointed by the Faculty Pro Vice-Chancellor from among the academic staff of the Faculty with demonstrable experience of research ethics governance;
 - Between six and nine members of academic staff of the Faculty appointed by the Faculty Pro Vice-Chancellor;
 - The Faculty Associate Dean (Research and Knowledge Exchange);
 - One member external to the Faculty with expertise in relevant areas. If this member is a University of Greenwich employee, they will be a member of academic staff.
- 3.2 Members of the Committee shall normally be appointed to the Committee for a term of three years and are eligible for re-appointment for one further term.
- 3.3 At least two members of the Committee shall be appointed by the Faculty Pro Vice-Chancellor to serve as representatives on the UREB.

4. Attendance and frequency of meetings

- 4.1 At the discretion of the Chair, other staff who are not members of the Committee may be invited to attend on an ad hoc basis for specific items where their attendance can inform and support the Committee.

- 4.2 The Chair shall set the frequency of its meetings determined by operational need. Normally, an FREC should meet in advance of meetings of UREB (ie at least five times per academic year).

5. Delegated Authority

The Committee is authorised by the Academic Council to:

- 5.1 Grant ethical approval for research proposals for experiments, investigations and procedures within the authority delegated to FRECs under the University's Research Ethics Policy and any guidelines as may be published by UREB from time to time. The Committee will only approve these proposals having considered relevant risks and the interests of potential research participants, staff and students and also any non human sentient creatures;
- 5.2 Refer a research proposal which falls within the FRECs delegated authority to UREB for approval where the FREC considers that it requires UREB's guidance on a proposal that is difficult or contentious; and

Note: Exceptionally UREB may decide to review a FREC decision where UREB considers that this is necessary to ensure compliance with the University's Research Ethics governance. UREB's decision will be final.

- 5.3 Where the Committee considers it necessary, establish sub-committees or ad hoc working groups at School or programme level to carry out functions delegated by the FREC. The FREC shall be responsible for overseeing any sub-committees/working groups and shall report on them to UREB.

6. Other Duties

The other duties of the Committee shall be to:

- 6.1 Implement the University Research Ethics Policy and the University [Ethical Research Collaboration Policy](#) in their Faculty;
- 6.2 Monitor the standard and application of research ethics in the Faculty and in partner institutions;
- 6.3 Advise the Faculty on issues relating to the ethical conduct of research within the Faculty;
- 6.4 Recommend ethical approval to UREB where approval by UREB is required under the University Research Ethics Policy;
- 6.5 To note and consider the outcome of any required external ethical approvals and any impact this may have on the decisions of the committee;
- 6.6 Ensure active consideration of equality, diversity, inclusion and sustainability in the conduct of the Committee's business.

7. Standing Orders

- 7.1 The Committee must adhere to the [Standing Orders for Academic and Executive Committees](#).

June 2024

Document owner: University Secretary