



## ETHICS COMMITTEE Minutes

07 December 2021 9:30 – 11:00  
MS Teams

**Attendees:** Peggy Seriès (Chair), Lexi Birch-Mayne, Arno Onken, Björn Ross, Kami Vaniea Sam Bishop (secretary).

**Apologies:** Kia Nazrapour

No.	Item	Action
1.	Approval of Previous Minutes The minutes of the previous committee were approved as a fair representation of the meeting.	
2.	Matters Arising from previous meeting <ul style="list-style-type: none"><li>• <b>Qualtrics PDF functionality</b> – Ongoing, action carried forward.</li><li>• <b>Ethics level framework implementation in Qualtrics</b> - Ongoing, action carried forward.</li><li>• <b>PS to liaise with Aurora Constantin, Don Sanella and Maria Wolters to implement IPP Ethics module for next academic year</b> – Ongoing, action carried forward.</li><li>• PS to draft Informatics sections of the report before the next meeting in November for to allow comments from other committee members before submission. On current agenda. Action completed.</li><li>• <b>BR to approach the CDT organisers to explore the possibility of co-hosting the ethics workshop with a CDT.</b> BR has had some discussions with Frank Keller about co-hosting an ethics workshop. While the proposal has been welcomed there is more work to be done. BR has agreed to lead on this. <b>Ongoing Action.</b></li></ul>	KV  KV  PS   BR
3.	Application review – standing item There were no matters arising from this item.	
4.	Ethics workshops – standing item There were no matters arising from this item.	
5.	Draft University Research Ethics Policy <ul style="list-style-type: none"><li>• Including calls for CSE volunteers to join the Research Ethics and Integrity Review Group (REIRG).</li></ul> <b>Action:</b> SB to put forward PS as a volunteer to join the Research Ethics and Integrity Review Group (REIRG).	SB



6.	AOB There was no other business	
7.	Date of next meeting: Tuesday 1 <sup>st</sup> February 2022, 0930 – 1100, MS Teams	