



**CAT Graduate School Ethics Committee:  
Terms of Reference and Membership**  
(Updated June 2019)

The Graduate School Ethics Committee (GSEC) reviews applications for ethical approval from staff and postgraduate researchers to ensure and maintain the highest standards of rigour and integrity in all aspects of research at the Centre for Alternative Technology.

Terms of Reference of the Centre for Alternative Technology's Graduate School Ethics Committee (GSEC) as constituted with reference to the research ethics policies of the University of East London (<https://www.uel.ac.uk/wwwmedia/schools/graduate/documents/UEL-Code-of-Practice-for-Research-Ethics-2015-16.doc>) and Liverpool John Moores University (<https://www2.ljmu.ac.uk/RGSO/93042.htm>)

To consider ethical issues connected with research by staff and students at the Centre for Alternative Technology (CAT);

To assess research projects for ethical implications. In particular:

- to provide assessment and guidance for research involving human subjects, particularly vulnerable people such as children, the elderly or adults with physical or learning difficulties;
- to ensure protection and non-disclosure of personal data generated or received as part of research;
- to provide guidance on matters of privileged information and privacy of individual research participants;
- to provide guidance and support on addressing any potential conflict of interest or research misconduct;
- to provide advice on payments to research participants;
- to consider issues concerned with staff and student responsibility to research participants, the public, and environmental integrity;
- to hold extraordinary meetings when considered necessary by the chair and deputy-chair.

GSEC can only consider such research projects in advance of the commencement of the actual research. It is not possible to grant retrospective ethical approval for any piece of research.

Approval of projects which have a health or social care component.

If a proposed study has health or social care components and is defined as research by the Health Research Authority (HRA) (<http://www.hra-decisiontools.org.uk/research/>), AND there is a legal or policy requirement (<http://hra-decisiontools.org.uk/ethics/>), the study

cannot be reviewed and approved by the CAT Graduate School Ethics Committee. Instead, the researcher should apply for NHS REC approval by completing the IRAS form (<https://www.myresearchproject.org.uk/>). For more information on applying for NHS REC and HRA approval please visit <https://www.hra.nhs.uk/about-us/committees-and-services/res-and-recs/research-ethics-service/>

Constitution:

**Chair:** Ruth Stevenson (Senior Lecturer)  
**Deputy Chair:** Adrian Watson (Head of School)  
**GSEC Administrator:** Ziggy Edwards (HR Manager)

**Subject Area Reps:** Tim Coleridge – Programme Leader  
Jane Fisher – Programme Leader  
Trish Andrews – Senior Lecturer

The committee is quorate if 40% of members are present.

Document approved: June 2019

By: Academic Council

To be reviewed by: July 2022