

**Research Governance Committee**  
Tuesday 26<sup>th</sup> November 2019 at 10:00am

Minutes

**Present members:**

Professor David Price (Chair); Professor Lynn Ang; Ms Wendy Appleby; Dr Helene Burningham; Mr Andrew Cooper; Professor Alison Fuller; Professor Michael Heinrich; Ms Rowena Lamb; Mr Robert Maughan; Dr Magda Morawska; Dr Nick McNally; Professor David Shanks; Professor Cheryl Thomas; Dr Kathryn Walsh; Professor Ian Zachary

**Apologies:**

Dr Matthew Blain  
Professor Janet Darbyshire CBE  
Dr Ivana Drobjnak  
Dr Sarah Edwards  
Professor Catherine Law  
Mr Jim Onyemenam

**Officer:**

Ms Rachel Port

**Part I: Preliminary Business**

**1. Declaration of Interests**

1.1. No interests were declared.

**2. Terms of reference, constitution and membership (Paper 1-01)**

2.1. Research Governance Committee (RGC) approved its terms of reference and constitution and membership for 2019-20 session.

**3. Minutes**

3.1. RGC approved the minutes of the meeting held on 10<sup>th</sup> July 2019 [Minutes 35-49, 2018-19].

#### **4. Matters Arising**

- 4.1. Exempt from publication, please see confidential minutes.

### **Part II: Items for Discussion**

#### **5. Information Security Update (Paper 1-02)**

- 5.1. Exempt from publication, please see confidential minutes.

#### **6. UCL Code of Conduct for Research (Paper 1-03)**

- 6.1. The Research Policy and Governance Officer introduced the current draft of the proposed revised UCL Code of Conduct for Research. The key points made were:
- a. This second draft version had changed significantly since the previous draft version considered by RGC in March.
  - b. Some sections had been reordered while the wording in some areas had been made clearer and the Code easier to navigate.
  - c. In addition to the mandatory requirements (you 'must') and the recommended standards (you 'should'), an additional requirement level of you 'are expected to' had been created. This set out the actions that UCL

- i. UCL would be vulnerable if it did not require supervisors to ensure risk assessments were being undertaken.
  - ii. Though being a postgraduate research (PGR) student supervisor was different compared to a taught student supervisor, care needed to be taken with the wording to ensure it did not give impression that supervisors did not have any mandatory duties.
  - iii. In terms of a sanction for supervisors not fulfilling their obligations, there were HR processes for dealing with those.
  - iv. This matter be revisited with relevant UCL officers as students required a clear framework about what to expect from their supervisors.
- c. It was commented that by indicating a particular obligation as a 'must' could potentially give rise to research misconduct if it was not met.
- d. It was suggested that if obligations were indicated to be a 'must', the wording in the Code needed to be linked to a UCL policy. This would allow researchers to have clarity as they were members of staff.
- e.

Audit Committee for information.

**9. UCL Research Misconduct Procedure –**



Research Governance Committee Minutes - 26 November 2019

- c. Update report on any matters of interest contained in the minutes submitted to the RGC Secretary since the last meeting.