



# Research Ethics Policy

## CU-RIO-POL-2.0 – V10

In achieving its overarching mission it is essential that all staff and students at Cranfield University act in accordance with the principles set out in the [Ethics Code](#).

Within this framework, all research must be undertaken with integrity. 'Research integrity' refers to high quality and robust practice across the full research process i.e. the planning and conduct of research, the recording and reporting of results, and the dissemination, application and exploitation of findings.

To demonstrate its commitment, Cranfield University is a signatory to the [Concordat to Support Research Integrity](#), and upholds its principles including the provision of public information on research integrity. Our research must be carried out in accordance with the University's Research Integrity Policy.

'Research ethics' are a subset of research integrity, focusing on the principles of avoidance of harm, within a statutory and regulatory framework. **All research must have appropriate ethical approval**, as set out in the following Research Ethics Policy.

## Research Ethics Policy

The Cranfield University Research Ethics Policy supports all members of the University in meeting ethical standards for research. We expect that, in their research all staff and students will:

- Maintain professional standards which comply with ethical, legal and professional frameworks;
- Properly document results as set out in the [Research Data Management Strategy](#) and the [Management of Research Data Policy](#);
- Evaluate critically results whilst maintaining integrity;
- Attribute honestly the contributions of others as set out in our [Policy on Authorship of Research Outputs](#) and [Authorship Guidance for Technical Staff](#);
- Wherever possible report all results openly, embedding integrity and ethical practice throughout, though bearing in mind the University's commercial considerations, sponsors' needs for confidentiality or other good reasons, guided by our [Open Access Policy](#);
- Ensure all research studies gain ethical approval through the Cranfield University Research Ethics System (CURES) prior to commencement of data collection; and
- Handle potential instances of research misconduct in an appropriate manner, including reporting to the appropriate person as required in line with the [Process for Implementing and Monitoring Research Integrity Policy](#).

In addition all staff will:

- Educate and develop themselves, colleagues and students to an understanding of good research practice; and
- Secure and store relevant primary data in accordance with the [General Data Protection Regulation 2018](#).

## Research Ethics Committee (CUREC)

CUREC oversees ethical research practices and the review of ethics proposals for all research and consultancy involving research in order to safeguard direct and indirect participants (including researchers) in all the University's research including, but not limited to: safety, physical, psychological, emotional, spiritual, reputational, mental well-being or financial harm. The University has a [Safeguarding Policy](#) which staff should read in order to ensure they put in place appropriate measures to protect and safeguard the welfare of all individuals involved in research undertaken on behalf of the University.

Membership of the Committee is:

### Chair

Karen Stoddart (external member), Chief Compliance Officer for the Vaccine Manufacturing and Innovation Centre (VMIC), Oxfordshire

**Vice-Chair** - Jim Nixon, Senior Lecturer in Human Factors, School of Aerospace, Transport Systems and Manufacturing (SATM)

Two representatives from the School of Management

Two representatives from the School of Water, Energy and Power and Environment and Agrifood

Two representatives from Cranfield Defence and Security

Two representatives from the School of Aerospace, Transport Systems and Manufacturing (includes the Vice-Chair)

Director of Research and Innovation, Research and Innovation Office

Research Governance and Programme Manager, Research and Innovation Office

Research Student elected representatives, Cranfield Students Association

### CUREC Secretary

Ethics and Projects Coordinator, Research and Innovation Office

### External representation

**CUREC contact** - Michelle Carter, Research Governance and Programme Manager –  
m.carter@cranfield.ac.uk

There is a **Human Tissue Committee** reporting into CUREC to consider any issues related to the University's use of tissue in research and professional practice.

## Gaining Ethical Approval

Information for Cranfield staff on how to apply for ethical approval through our on-line CURES system can be found on [our Intranet](#). This includes relevant training programmes and access to a Helpdesk.

Some research projects may require approval from research ethics committees external to Cranfield. This includes the [Ministry of Defence Research Ethics Committee](#) (MODREC) and the NHS Research Ethics Committee (NHS REC).

**Research reviewed by external committees must also be submitted to CURES.** This is of particular importance for students, who will require a CURES letter of approval for thesis submission. If external ethics approval is required, this should be sought prior to submitting a CURES application.

To determine whether your research requires external approval, and to find out more about the process for each committee, Cranfield staff and students should refer to the [intranet pages](#).

## Responsible Innovation

Responsible Innovation seeks to promote creativity and opportunities for research and innovation that are socially acceptable and undertaken in the public interest. Innovation often raises questions and the potential impact can sometimes be unpredictable.

All members of the University are expected to conduct their work in an ethical and legal manner. Researchers should reflect on their personal and professional motivations for conducting their research and be able to anticipate, reflect and engage on the wider ethical and societal impacts, implications and value of their work by engaging with the public and other stakeholders where appropriate. Those receiving funding for their work from a third party are also expected to adhere to their requirements for responsible innovation, for example: the Engineering and Physical Sciences Research Council Framework for Responsible Innovation:

<https://epsrc.ukri.org/index.cfm/research/framework/>

## Additional Information

Listed are useful sources of additional information about ethics. This list will be updated from time to time. The University is not responsible for the content of these websites.

[British Psychological Society](#)

[BPS Code of Ethics and Conduct](#)

[BPS Code of Human Research Ethics](#)

[BPS Ethics guidelines for internet-mediated research](#)

[European Network of Research Ethics Committees \(EUREC\)](#)

[Universities UK](#)

[Security-sensitive research - UUK \)](#)

[Ethics in Practice: Promoting Ethical Conduct in Public Life](#), Committee on Standards in Public Life (July 2014)

[Ethics in Research and Publication](#)

[Institute of Business Ethics](#)

[The Research Ethics Guidebook](#)

### Artificial Intelligence

[Gov UK - Understanding Artificial Intelligence ethics and safety](#)

[The Alan Turing Institute](#)

 [The Alan Turing Institute - Understanding artificial intelligence ethics and safety](#)

[The Hitchhiker's Guide to AI Ethics](#)

## Funders

[UK Research and Innovation \(UKRI\)](#)

[GDPR for researchers](#)

[Engineering and Physical Sciences Research Council \(EPSRC\)](#)

[Economic and Social Research Council \(ESRC\)](#)

## Document control

<b>Document title</b>	Research Ethics Policy
<b>Document number</b>	CU-RIO-POL-2.0
<b>Originator name/document owner</b>	Professor Leon Terry
<b>Professional Service Unit/Department</b>	Research and Innovation Office (RIO)
<b>Implementation/effective date</b>	3 February 2022
<b>Approval by and date</b>	Research Committee, 3 February 2022 – V10
<b>Date of last review and version number</b>	8 February 2021, Version 9
<b>Date of next review</b>	January 2023
<b>Name</b>	Professor Leon Terry
<b>Title</b>	Pro-Vice-Chancellor, Research and Innovation

## Document Review

Version	Amendment	By	Date
Content (table content)	Updated with new brand.	RIO	14.9.16
V4	Under heading Research and Consultancy, text amended to include research and consultancy.  Web links updated.	RIO	1.12.17
V5	Reference to Data Protection Act 1998 updated to reflect introduction of GDPR and Data Protection Act 2018	RIO	25.05.18
V6	Under heading Research and Consultancy, bullet point relating to CURES amended to include prior to commencement of data collection	RIO	17.04.19
V7	Updated policy title to include integrity.  New section on Responsible Innovation added.	RIO	30.8.19
V8	Changes throughout to reflect the requirements of the revised UUK Concordat to Support Research Integrity	RIO	18.11.19

V9	Details on CUREC added	RIO	<a href="#">2.2.21</a>
V10	Document control updated with details of new PVC R&I	RIO	<a href="#">27.1.22</a>